



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: May 20, 2025

DATE: May 1, 2025

TO: Board of County Commissioners

FROM: Kristen Palmer, Fiscal Compliance Officer, 775-328-2419,
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THROUGH: Jack Zenteno, Administrative Health Services Officer, 775-328-2417,
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SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$59,815.17; no county match] in both revenue and expense to the FY25 ELC Enhancing Detection Expansion FY25 Subaward, retroactive to January 1, 2024, through March 24, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division; these funds were used to complete epidemiological surveillance and investigation activities in Washoe County, and direct Finance to make the appropriate budget amendments. (All Commission Districts.)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct Finance to make the appropriate budget amendments.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

On August 22, 2024.00, the District Board of Health approved this subaward in the total amount of \$1,216,230.00 for the period of January 1, 2024 through July 31, 2026.

BACKGROUND

This Award supported the Epidemiology and Public Health Preparedness (EPHP) Division's Epidemiology Program by completing epidemiological surveillance and investigation activities and incorporating data into already existing reports. The funding from this award supported personnel, contracted personnel, training, subscriptions, and telephone expenses.

On March 24, 2025, the State of Nevada issued a notice terminating this award, stating that all associated activities must cease.

GRANT AWARD SUMMARY

AGENDA ITEM # _____

Project/Program Name: Epidemiology Office of the Office of State Epidemiology

Scope of the Project: The Subgrant Award scope of work addresses the following capabilities: Complete epidemiological surveillance and investigation activities in Washoe County.

Benefit to Washoe County Residents: This Award supports the Epidemiology and Public Health Preparedness (EPHP) Division's ongoing activities in the Epidemiology Program to complete epidemiological surveillance and investigation activities and incorporating data into already existing reports.

On-Going Program Support: These funds support the Epidemiology Program by providing supported personnel, contracted personnel, training, subscriptions, and telephone expenses.

Award Amount: Total award is \$65,796.69 (\$59,815.17 direct/\$5,981.52 indirect)

Grant Period: January 1, 2024 – March 24, 2025

Funding Source: Epidemiology Office of the Office of State Epidemiology

Pass Through Entity: State of Nevada, Department of Health and Human Services
Division of Public & Behavioral Health

CFDA Number: 93.323

Grant ID Number: 6 NU50CK000560-05-02

Match Amount and Type: No match required

Sub-Awards and Contracts: No Sub-Awards are anticipated.

This Award supported the Epidemiology and Public Health Preparedness (EPHP) Division's Epidemiology Program by completing epidemiological surveillance and investigation activities and incorporating data into already existing reports. The funding from this award supported personnel, contracted personnel, training, subscriptions, and telephone expenses.

FISCAL IMPACT

Funding was not included in the FY25 adopted budget, therefore, a budget amendment for \$59,815.17 in both revenue and expense is needed in the following accounts:

Account Number	Description	Amount of Increase/(Decrease)
IO 12417 -431100	Federal Grants	\$ 59,815.17
	Total Revenue	\$ 59,815.17
IO 12417 -701500	Merit Awards	\$ 29,540.77
IO 12417 -710110	Contracted/Temp Svcs	\$ 27,062.40
IO 12417 -710355	Books and Subscriptions	\$ 2,952.00
IO 12417 -710508	Telephone Land Lines	\$ 60.00

IO 12417	-710509	Seminars and Meetings	\$	200.00
		Total Expenditures	\$	59,815.17

No budget amendment is necessary for the indirect revenue.

These funds will support existing positions funded by other non-federal sources. Northern Nevada Public Health will ensure this is not considered supplanting for this award.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase [\$59,815.17; no county match] in both revenue and expense to the FY25 ELC Enhancing Detection Expansion FY25 Subaward, retroactive to January 1, 2024, through March 24, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division; these funds were used to complete epidemiological surveillance and investigation activities in Washoe County, and direct Finance to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be: "Move to approve budget amendments totaling an increase of [\$59,815.17; no county match] in both revenue and expense to the FY25 ELC Enhancing Detection Expansion FY25 Subaward, retroactive to January 1, 2024, through March 24, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division; these funds were used to complete epidemiological surveillance and investigation activities in Washoe County, and direct Finance to make the appropriate budget amendments."