



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: January 13, 2026

DATE: December 4, 2025

TO: Board of County Commissioners

FROM: Anne Stoll-Truelock, Fiscal Compliance Officer, 775-328-2418,
asthompson@nnph.org

THROUGH: Jack Zenteno, Administrative Health Services Officer, 775-328-2417,
jzenteno@nnph.org

SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$135,267.38; no county match] in both revenue and expenditures to the FY26 HIV Prevention Program, retroactive to June 1, 2025 through May 31, 2026, for the Population Health Division (PHD) to support the HIV Prevention Program agreement 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 October 23, 2025, the District Health Officer executed this subaward amendment in the total amount of \$376,124 for the period of June 1, 2025 through May 31, 2026.

BACKGROUND

The HIV Prevention Program collects, analyzes, interprets, and disseminates human immunodeficiency virus (HIV) data to characterize trends in HIV infection, detect active HIV transmission, implement public health interventions, and evaluate public health response.

The Subaward provides funding for personnel, travel, training, operating, medical supplies, marketing, testing and laboratory services, and indirect expenditures.

GRANT AWARD SUMMARY

Project/Program Name: Population Health Division, HIV Prevention Program

AGENDA ITEM # _____

Scope of the Project: The purpose of this subgrant is to support HIV prevention services in Washoe County.

Benefit to Washoe County Residents: Funds will be used to support costs associated with HIV prevention in Washoe County.

On-Going Program Support: NNPH will seek ongoing support through the Federal or State funding programs.

Award Amount: \$376,124.00 (\$341,928.00 direct/\$34,196.00 indirect)

Grant Period: June 1, 2025 through May 31, 2026

Funding Source: (Cat 15) Nevada Statewide HIV Surveillance, Prevention and Ending the HIV Epidemic programs for Health

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

Assistance Listing #/CFDA: 93.940

Grant ID Number: Federal Grant # 5 NU62PS924828-02-00, State Grant # SG-2025-00978

Match Amount and Type: No match required

Sub-Awards and Contracts: Northern Nevada Public Health will follow the County and federal grant procurement guidelines for any subawards and contracts.

FISCAL IMPACT

Northern Nevada Public Health anticipated this award and included \$206,660.62 in expenditure in the adopted FY26 budget. The award is higher than anticipated; therefore the following budget amendment in the amount of \$135,267.38 is necessary to bring the Notice of Subaward into alignment with the adopted budget:

Account Number	Description	Amount of Increase/(Decrease)
IO 12606 -431100	Federal Grants	\$ 135,267.38
	Total Revenue	\$ 135,267.38
IO 12606 -701412	Salary Adjustment	\$ 60,949.98
IO 12606 -705360	Benefit Adjustment	\$ 22,112.40
IO 12606 -711210	Travel	\$ 12,728.00
IO 12606 -710512	Auto Expense	\$ 335.00
IO 12606 -710300	Operating	\$ 5,696.00
IO 12606 -710350	Office Supplies	\$ 250.00
IO 12606 -710360	Postage	\$ 1,320.00
IO 12606 -710502	Printing	\$ 60.00
IO 12606 -710355	Books & Subscriptions	\$ 1,930.00
IO 12606 -710509	Seminars & Meetings	\$ 3,525.00

IO 12606	-710546	Advertising	\$ 1,936.00
IO 12606	-710721	Outpatient	\$ 24,425.00
		Total Expenditures	\$ 135,267.38

No budget amendment is necessary for the indirect revenue.

As this award funds personnel, if the funding is reduced or eliminated, the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase of [\$135,267.38; no county match] in both revenue and expenditures to the FY26 HIV Prevention Program, retroactive to June 1, 2025 through May 31, 2026, for the Population Health Division (PHD) to support the HIV Prevention Program agreement 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 [\$135,267.38; no county match] in both revenue and expenditures to the FY26 HIV Prevention Program, retroactive to June 1, 2025 through May 31, 2026, for the Population Health Division (PHD) to support the HIV Prevention Program agreement and direct Finance to make the appropriate budget amendments.."