



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *December 19th, 2023*

DATE: Thursday, December 14, 2023

TO: Board of County Commissioners

FROM: Ryan Gustafson, Agency Director, Human Services Agency
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Pamela Mann, Division Director, Human Services Agency
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THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to accept the FY24 subaward for senior nutrition program capacity building through the State of Nevada, Department of Health and Human Services, Aging and Disability Services Division in the amount of [\$170,000.00; no county match] retroactive to October 1, 2023 to June 30, 2024 to support the purchase of two (2) nutrition delivery trucks and equipment to support meal service; authorize the Agency Director of the Human Services Agency to execute the grant award retroactively; and direct the Comptroller's office to make the necessary budget amendments. (All Commission Districts.)

SUMMARY

Recommendation to accept the FY24 subaward for senior nutrition program capacity building through the State of Nevada, Department of Health and Human Services, Aging and Disability Services Division in the amount of [\$170,000.00; no county match] retroactive to October 1, 2023 to June 30, 2024 to support the purchase of two (2) nutrition delivery trucks and equipment to support meal service; authorize the Agency Director of the Human Services Agency to execute the grant award retroactively; and direct the Comptroller's office to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

No prior actions.

BACKGROUND

The Aging and Disability Services Division (ADSD) has awarded the Human Services Agency Senior Division a one-time award for the purchase of two nutrition vehicles and 4 refrigerators to support the continued operation of the senior nutrition program's Home Delivered Meals and Congregate meals. These programs help to allow seniors to age in place and provide a social environment for peer interaction.

AGENDA ITEM # _____

Home Delivered Meals are primarily distributed by trucks outfitted with hot/cold boxes. These vehicles are a safeguard for food security, ensuring that meals are held at proper temperatures while enroute to seniors in the community. With the purchase of these vehicles, the Human Services Agency will be providing the necessary infrastructure for continued services, meeting the demand of new services, and expanding services within the more rural/remote locations of Washoe County.

To meet and maintain health requirements for the Congregate meal sites within the community, the Human Services Agency will need to upgrade existing refrigerators to commercial grade units. This will ensure the equipment in use is built for the volume of use and capacity needed to support these satellite meal sites.

The Agency received the Notice of Subaward for this subgrant on December 1, 2023 with an effective date of October 1, 2023; therefore, the request to accept this award is retroactive.

GRANT AWARD SUMMARY

Project/Program Name: FY24 Nutrition Capacity Building

Scope of the Project: This grant supports the purchase of 2 meal delivery trucks and four (4) commercial grade refrigerators to replace and upgrade existing units at various Congregate meal locations.

Benefit to Washoe County Residents: The equipment purchased will ensure food served to seniors as part of the nutrition program is transported and maintained at proper temperatures.

On-Going Program Support: The senior nutrition program is a long-standing program operated by Senior Services and supports Home Delivered Meals and Congregate services to Washoe County residents. As one of the largest programs operated by Senior Services, the nutrition program is supported by ongoing awards from ADSD and local, restricted senior budget.

Award Amount: FY24 \$170,000 (\$170,000.00 direct/\$0 indirect)

Grant Period: October 1, 2023 – June 30, 2024

Funding Source: (Governor's Office) American Rescue Plan Act of 2021, US Treasury – Coronavirus State Fiscal Recovery Funds

Pass Through Entity: State of Nevada Aging and Disability Services Division

Assistance Listing #/CFDA: 21.027

Grant ID Number: 16-000-71-FRFX-24

Match Amount and Type: There is no match required by this grant.

Sub-Awards and Contracts: The Human Services Agency will follow the County and state grant procurement guidelines for any subawards and contracts.

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the FY24 Human Services Agency, Senior Services Fund (F225) adopted budget will be increased by \$170,000.00 in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 19158	- 431100	Federal Grants	\$ 170,000.00
		Total Revenue	\$ 170,000.00
IO 19158	- 711504	Equipment Non-Capital	\$ 10,000.00
	- 781007	Vehicle Capital	\$ 160,000.00
		Total Expenditures	\$ 170,000.00

This grant does not require a match. Indirect costs are not allowable in this grant award as no salary or wages are included in the grant budget.

Fund 225 is prepared to support the ongoing fuel and fleet management costs for the vehicles purchased.

RECOMMENDATION

Recommendation to accept the FY24 subaward for senior nutrition program capacity building through the State of Nevada, Department of Health and Human Services, Aging and Disability Services Division in the amount of [\$170,000.00; no county match] retroactive to October 1, 2023 to June 30, 2024 to support the purchase of two (2) nutrition delivery trucks and equipment to support meal service; authorize the Agency Director of the Human Services Agency to execute the grant award retroactively; and direct the Comptroller's office to make the necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *move to accept the FY24 subaward for senior nutrition program capacity building through the State of Nevada, Department of Health and Human Services, Aging and Disability Services Division in the amount of [\$170,000.00; no county match] retroactive to October 1, 2023 to June 30, 2024 to support the purchase of two (2) nutrition delivery trucks and equipment to support meal service; authorize the Agency Director of the Human Services Agency to execute the grant award retroactively; and direct the Comptroller's office to make the necessary budget amendments."*