



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: February 25, 2025

**DATE:** January 30, 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 [\$71,571.00; \$7,191.80 in county match] in both revenue and expense to the FY25 PHP BP5 NCE Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division to support demonstration of achievement in the program domains and capabilities according to the Hospital Preparedness Program (HPP) cooperative agreement, and direct Finance to make the appropriate budget amendments. (All Commission Districts)

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### 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 5, 2024, the District Health Officer executed this subaward in the total amount of \$71,918 for the period of July 1, 2024 through June 30, 2025.

### BACKGROUND

This Award supports the Epidemiology and Public Health Preparedness (EPHP) Division's mission to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of bioterrorism events or any public health emergency.

The Subaward provides funding for operating and equipment purchases.

### GRANT AWARD SUMMARY

**Project/Program Name:** Assistant Secretary for Preparedness and Response (ASPR) Public Health Preparedness Program NCE

AGENDA ITEM # \_\_\_\_\_

**Scope of the Project:** The Subgrant Award scope of work addresses the following capabilities: Purchase of preparedness equipment and supplies to respond to healthcare evacuations and mass casualty incidents

**Benefit to Washoe County Residents:** This Award supports the Epidemiology and Public Health Preparedness (EPHP) Division’s ongoing activities in the Public Health Preparedness Program to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of any public health emergency.

**On-Going Program Support:** These funds support and strengthen surge management, PHP exercise(s) and resource assessments.

**Award Amount:** Total award is \$71,918 (\$71,571 direct/\$347 indirect)

**Grant Period:** July 1, 2024 – June 30, 2025

**Funding Source:** (HPP) Hospital Preparedness Program (BHPP)

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

**CFDA Number:** 93.889

**Grant ID Number:** 4 U3REP190613-05-06

**Match Amount and Type:** 10% match is required and is met through Shared Services expenditures

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

This Award supports the Epidemiology and Public Health Preparedness (EPHP) Division’s on-going activities in the Public Health Preparedness Program to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of any public health emergency.

This item will also support any memorandum of understanding between the local government agencies such as local law enforcement, local fire departments, public and private schools and the Northern Nevada Public Health as outlined in the scope of work by authorizing the District Health Officer to execute the MOU agreements with the partnering agencies.

**FISCAL IMPACT**

Funding was not included in the FY25 adopted budget, therefore, a budget amendment for \$71,571.00 in both revenue and expense is needed in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12497 -431100	Federal Grants	\$ 71,571.00
	<b>Total Revenue</b>	<b>\$ 71,571.00</b>

IO 12497	-710300	Operating Supplies	\$ 3,360.00
IO 12497	-781004	Equipment Capital	\$ 68,211.00
		<b>Total Expenditures</b>	<b>\$ 71,571.00</b>

No budget amendment is necessary for the indirect revenue.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase [\$71,571.00; \$7,191.80 in county match] in both revenue and expense to the FY25 PHP BP5 NCE Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division to support demonstration of achievement in the program domains and capabilities according to the Hospital Preparedness Program (HPP) cooperative 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 [\$71,571.00; \$7,191.80 in county match] in both revenue and expense to the FY25 PHP BP5 NCE Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division to support demonstration of achievement in the program domains and capabilities according to the Hospital Preparedness Program (HPP) cooperative agreement, and direct Finance to make the appropriate budget amendments."