



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: May 20, 2025

DATE: Thursday, May 15, 2025

TO: Board of County Commissioners

FROM: Ryan Gustafson, Agency Director, Human Services Agency
(775) 785-8600, rgustafson@washoecounty.gov

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to: (1) accept various items donated totaling an estimated market value of [\$2,797.83]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$25,769.75], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Albright & Associates (5 boxes of clothing), (2) Buffy Co (new comforter), (3) Debbie C. dba Chaos (misc. new and used teen clothing), (4) Jennifer D. (games, books, socks, shoes for children), (5) Lynn Ca. (pajamas and makeup), (6) Manufactures Exchange (8 boxes of toys), (7) Northern Nevada Dental Society (new toys and books), (8) Paul A. (kids toys and clothes), (9) Post (cereal), (10) Rhonda W. (cookie ingredients for baking and new hair combs), (11) Robert B. (5 suitcases), (12) Robin R. (pajamas), (13) Safe Embrace (39 bags of clothing, kids toys, household goods), (14) Terry S. (10 bags of bears). The monetary donors are: (1) Lennar Foundation (\$20,000), (2) Christopher Ciarlo (\$1,000), (3) Washoe Lodge No 35 (\$400), (4) Valerie Cook (\$100), (5) Unknown (\$55). (All Commission Districts.)
FOR POSSIBLE ACTION

SUMMARY

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$2,797.83]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$25,769.75], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Albright & Associates (5 boxes of clothing), (2) Buffy Co (new comforter), (3) Debbie C. dba Chaos (misc. new and used teen clothing), (4) Jennifer D. (games, books, socks, shoes for children), (5) Lynn Ca. (pajamas and makeup), (6) Manufactures Exchange (8 boxes of toys), (7) Northern Nevada Dental Society (new toys and books), (8) Paul A. (kids toys and clothes), (9) Post (cereal), (10)

AGENDA ITEM # _____

Rhonda W. (cookie ingredients for baking and new hair combs), (11) Robert B. (5 suitcases), (12) Robin R. (pajamas), (13) Safe Embrace (39 bags of clothing, kids toys, household goods), (14) Terry S. (10 bags of bears). The monetary donors are: (1) Lennar Foundation (\$20,000), (2) Christopher Ciarlo (\$1,000), (3) Washoe Lodge No 35 (\$400), (4) Valerie Cook (\$100), (5) Unknown (\$55).

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On February 25, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$16,180.78]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$12,022.22] retroactive for the period October 1, 2024 through December 31, 2024.

On February 11, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$7,243.00]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$24,396.10] retroactive for the period July 1, 2024 through September 30, 2024; and direct Finance to make the necessary budget amendments.

BACKGROUND

Human Services Agency (HSA) regularly accepts donations from community members and business to be used for miscellaneous needs for children in care and families who are HSA clients. Acceptance of such donations requires Board approval.

Washoe County Code 15.140(1)(d) reads: 1. The Board of County Commissioners: (d) has sole authority to receive donations of personal property where the personal property has a value, singly or in the aggregate, of \$5,000.00 or greater from a contributor during a fiscal year.

Washoe County Code 15.140(1)(e) reads: 1. The Board of County Commissioners: (e) Must be notified when an officer or employee of a county department or agency accepts non-federal personal property for the use and benefit of the County where the personal property has a value, singly or in the aggregate, of less than \$5,000 from a contributor during a fiscal year. In such event, the officer or employee must notify the Board of County Commissioners in writing of the acceptance.

Washoe County Code 15.160(3) reads: An officer or employee of a county department or agency shall not accept, amend, or supplement a grant, and except as otherwise provided in section 15.140(1)(e), shall not accept, amend, or supplement a contribution of money or property without approval by the Board of County Commissioners.

In December 1993, a Resolution Establishing a Program for the use of Donated Juror Fees was approved by the Board of County Commissioners. This program enabled jurors to donate their fees (grand juror and trial juror) to Child Protective Services (the agency which provides protective services as defined in NRS 432B.030). The resolution states that the money must be used only for a program or activity which is designed to prevent

the abuse or neglect of a child or to benefit an abused or neglected child (as defined in NRS 432B.020).

The Agency is requesting retroactive approval of the following donations that have been received by Child Protective Services for the time period January 1, 2025 through March 31, 2025:

Donor	Total
Lennar Foundation	\$20,000.00
Christopher Ciarlo	\$1,000.00
Washoe Lodge No 35	\$400.00
Valerie Cook	\$100.00
Unknown	\$55.00

General Donations Total **\$21,555.00**

Total Juror Donations **\$4,214.75**

The Agency is also requesting that the Board accept the following items donated to Child Protective Services to support welfare activities retroactive for the period January 1, 2025 through March 31, 2025:

Donor Name	Donated Items	Estimated Market Value
Albright & Associates	5 boxes of clothing	unknown
Buffy Co	New comforter	\$225.00
Debbie C. dba Chaos	Misc new and used teen clothing	\$120.00
Jennifer D.	Games, books, socks, shoes for children	\$250.00
Lynn Ca.	Pajamas and makeup	\$200.00
Manufactures Exchange	8 boxes of toys	unknown
Northern Nevada Dental Society	New toys and books	\$280.00
Paul A.	Kids toys and clothes	unknown
Post	Cereal	\$250.00
Rhonda W.	Cookie ingredients for baking	\$40.84
Rhonda W.	New hair combs	\$6.99
Robert B.	5 suitcases	\$150.00
Robin R.	Pajamas	\$150.00
Safe Embrace	30 bags of clothing	\$900.00
Safe Embrace	4 bags of clothes and kids toys	\$100.00
Safe Embrace	Clothing and misc.	unknown
Safe Embrace	5 bags of clothing and household goods	\$125.00
Terry S.	10 bags of bears	unknown

Donations Total **\$2,797.83**

FISCAL IMPACT

Should the Board accept these donations, the Human Services Agency Child Protective Services Fund (228) FY25 adopted budget will need to be increased by \$25,769.75 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20224 -484000	Donation, Contri-Oper	\$ 1,055.00
IO-20224 -484190	Revenue – Juror Donations	\$ 4,214.75
IO-20514 -484000	Revenue – KK Activities/Needs	\$ 20,100.00
IO-20521 -484000	Revenue – Mason Order	\$ 400.00
	Total Revenue	\$ 25,769.75
IO-20224 -710712	Family Preservation	\$ 5,269.75
IO-20514 -710712	Family Preservation	\$ 20,100.00
IO-20521 -710712	Family Preservation	\$ 400.00
	Total Expenditures	\$ 25,769.75

RECOMMENDATION

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$2,797.83]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$25,769.75], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Albright & Associates (5 boxes of clothing), (2) Buffy Co (new comforter), (3) Debbie C. dba Chaos (misc. new and used teen clothing), (4) Jennifer D. (games, books, socks, shoes for children), (5) Lynn Ca. (pajamas and makeup), (6) Manufactures Exchange (8 boxes of toys), (7) Northern Nevada Dental Society (new toys and books), (8) Paul A. (kids toys and clothes), (9) Post (cereal), (10) Rhonda W. (cookie ingredients for baking and new hair combs), (11) Robert B. (5 suitcases), (12) Robin R. (pajamas), (13) Safe Embrace (39 bags of clothing, kids toys, household goods), (14) Terry S. (10 bags of bears). The monetary donors are: (1) Lennar Foundation (\$20,000), (2) Christopher Ciarlo (\$1,000), (3) Washoe Lodge No 35 (\$400), (4) Valerie Cook (\$100), (5) Unknown (\$55).

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to: (1) accept various items donated totaling an estimated market value of [\$2,797.83]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$25,769.75], from multiple donors as described in this staff report, retroactive for the period January 1, 2025 through March 31, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Albright & Associates (5 boxes of clothing), (2) Buffy Co (new comforter), (3) Debbie C. dba Chaos (misc. new and used teen clothing), (4) Jennifer D. (games, books, socks, shoes for children), (5) Lynn Ca. (pajamas and makeup), (6) Manufactures Exchange (8 boxes of toys), (7) Northern Nevada Dental*

Society (new toys and books), (8) Paul A. (kids toys and clothes), (9) Post (cereal), (10) Rhonda W. (cookie ingredients for baking and new hair combs), (11) Robert B. (5 suitcases), (12) Robin R. (pajamas), (13) Safe Embrace (39 bags of clothing, kids toys, household goods), (14) Terry S. (10 bags of bears). The monetary donors are: (1) Lennar Foundation (\$20,000), (2) Christopher Ciarlo (\$1,000), (3) Washoe Lodge No 35 (\$400), (4) Valerie Cook (\$100), (5) Unknown (\$55).”