



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE: May 26, 2026**

**DATE:** April 27, 2026

**TO:** Board of County Commissioners

**FROM:** Kristen Palmer, Fiscal Compliance Officer, 775-328-2419,  
[kpalmer@nnpd.org](mailto:kpalmer@nnpd.org)

**THROUGH:** Jack Zenteno, Administrative Health Services Officer, 775-328-2417,  
[jzenteno@nnpd.org](mailto:jzenteno@nnpd.org)

**SUBJECT:** Recommendation to approve budget amendments totaling an increase of [\$16,882.00; \$2,065.40 in county match] in both revenue and expense to the FY25 PHP Carryforward Subaward, retroactive to July 1, 2025, through June 30, 2026, for the Population Health (PHD) Division to support demonstration of achievement in the program domains and capabilities according to the Public Health Emergency Preparedness Program (PHEP) domains according to the PHEP 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 April 23, 2026, the District Health Officer executed this amended subaward in the total amount of \$20,654 for the period of July 1, 2025, through June 30, 2026.

### BACKGROUND

This Award supports the Population Health (PHD) 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 office supplies, operating and training.

### GRANT AWARD SUMMARY

**Project/Program Name:** Public Health Emergency Preparedness Program (PHEP)

**Scope of the Project:** The Subgrant Award scope of work addresses the following capabilities: Strengthen community, incident, countermeasures, and mitigation.

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

**Benefit to Washoe County Residents:** This Award supports the Population Health (PHD) 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 the strengthening of surge management, PHP exercise(s) and resource assessments.

**Award Amount:** Total award is \$20,654.00 (\$16,882.00 direct/\$3,772.00 indirect)

**Grant Period:** July 1, 2025 – June 30, 2026

**Funding Source:** Public Health Preparedness (PHP) Bureau of Health Protection and Preparedness (BHPP)

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

**CFDA Number:** 93.069

**Grant ID Number:** 5 NU90TU000057-02-00

**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 Population Health (PHD) 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.

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**

Should the board approve these amendments, the FY26 Budget for the Health Fund (202) will be increased by \$16,882.00 in both revenue and expenditures in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-12665 -431100	Federal Revenue	\$ 16,882.00
	<b>Total Revenue</b>	<b>\$ 16,882.00</b>
2002-IO-12665 -710300	Operating Supplies	\$ 15,541.00
2002-IO-12665 -710350	Office Supplies	\$ 1,061.00

2002-IO-12665	-710509	Seminars and Meetings	\$	280.00
<b>Total Expenditures</b>			<b>\$</b>	<b>16,882.00</b>

County match totaling \$2,065.40 is included in the FY26 budget in Public Health Preparedness (172801).

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 [\$16,882.00; \$2,065.40 in county match] in both revenue and expense to the FY25 PHP Carryforward Subaward, retroactive to July 1, 2025, through June 30, 2026, for the Population Health (PHD) Division to support demonstration of achievement in the program domains and capabilities according to the Public Health Emergency Preparedness Program (PHEP) domains according to the PHEP 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 [\$16,882.00; \$2,065.40 in county match] in both revenue and expense to the FY25 PHP Carryforward Subaward, retroactive to July 1, 2025, through June 30, 2026, for the Population Health (PHD) Division to support demonstration of achievement in the program domains and capabilities according to the Public Health Emergency Preparedness Program (PHEP) domains according to the PHEP Cooperative Agreement, and direct Finance to make the appropriate budget amendments."