



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: February 25, 2025

**DATE:** January 24, 2025

**TO:** Board of County Commissioners

**FROM:** Irene Dominguez, Fiscal Compliance Officer, 775-328-2446,  
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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 [\$29,874.50; no county match] in both revenue and expense to the FY25 Family Planning State Vaccine Program Notice of Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Community and Clinical Health Services (CCHS) Division to support Family Planning State Vaccine Program agreement, and direct Finance to make the appropriate budget amendments. Northern Nevada Public Health. (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 September 28, 2024, the District Health Officer executed this subaward amendment in the total amount of \$278,938.00 for the period of July 1, 2024 through June 30, 2025.

### BACKGROUND

Community and Clinical Health Services Family Planning State Vaccine Program received funds for FY25 to provide client-centered and quality family planning services that promotes optimal health outcomes vaccine services to underserved populations. To also promote the awareness of healthy choices regarding, vaccines, sexual health and family planning services, by education and administration of services.

The Subgrant provides funding for personnel, operating, equipment and indirect expenditures.

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

## **GRANT AWARD SUMMARY**

**Project/Program Name:** Community and Clinical Health Services, Family Planning State Vaccine Program

**Scope of the Project:** To fund activities to provide client-centered and quality family planning services that promote optimal health outcomes.

**Benefit to Washoe County Residents:** Funds will be used to support costs associated with the Family Planning State Vaccine program in Reno, Sparks and Washoe County.

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

**Award Amount:** \$278,938.00 (\$244,682.00 direct/\$34,256.00 indirect)

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

**Funding Source:** State of Nevada General Funds

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

**CFDA Number:** N/A

**Grant ID Number:** Budget Account 3155

**Match Amount and Type:** No match required

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

## **FISCAL IMPACT**

Partial funding of \$214,807.50 was included in the FY25 adopted budget, therefore, a budget amendment for \$29,874.50 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 12384      -432100	State Grants	\$ 29,874.50
	<b>Total Revenue</b>	<b>\$ 29,874.50</b>
IO 12384      -701500	Merit Awards	\$ 11,442.50
IO 12384      -710703	Biologicals	\$ 18,132.00
IO 12384      -710300	Operating Supplies	\$ 300.00
	<b>Total Expenditures</b>	<b>\$ 29,874.50</b>

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.

These funds will support existing positions funded by other non-federal sources. Northern Nevada Public Health will ensure this is not considered supplanting for this award.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase of [\$29,874.50; no county match] in both revenue and expense to the FY25 Family Planning State Vaccine Program Notice of Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Community and Clinical Health Services (CCHS) Division to support Family Planning State Vaccine 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 [\$29,874.50; no county match] in both revenue and expense to the FY25 Family Planning State Vaccine Program Notice of Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Community and Clinical Health Services (CCHS) Division to support Family Planning State Vaccine Program agreement, and direct Finance to make the appropriate budget amendments.”