



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: Kristen Palmer, Fiscal Compliance Officer, 775-328-2419,
kpalmer@nnph.org

THROUGH: Erin Dixon, Deputy District Health Officer, 775-328-2240,
edixon@nnph.org

SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$305,617.00; no county match] in both revenue and expense to the FY25 PHIIG Subaward, retroactive to December 1, 2024, through June 30, 2027, for Northern Nevada Public Health to maintain Health District workforce capacity to reduce health disparities and improve health equity in Washoe County, and direct Finance to make the appropriate budget amendments. (All Commission Districts)

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.

This funding will continue to support (1) FTE Health Equity Coordinator, (1) FTE Media and Communications Specialist, (2) FTE Community Organizer for 36 months.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

On November 21, 2024 the District Board of Health approved the Notice of Subaward from the State of Nevada, Department of Health and Human Services, Division of Public & Behavioral Health in the total amount of \$2,189,679.00, for the period of December 1, 2024 through November 30, 2027.

BACKGROUND

This award supports the Office of the District Health Officer by providing funding to maintain Health District workforce capacity to reduce health disparities and improve health equity in Washoe County by maintaining four positions within the Health District specifically focused on health equity-related goals and initiatives.

The Subaward provides funding for personnel, travel, operating, equipment, professional services, training, other, and indirect expenditures.

AGENDA ITEM # _____

GRANT AWARD SUMMARY

Project/Program Name: Public Health Infrastructure & Improvement Office of Administration

Scope of the Project: The Subgrant Award scope of work addresses the following capabilities: Maintain Health District workforce capacity to reduce health disparities and fulfill all requirements to meet PHAB standards.

Benefit to Washoe County Residents: This Award supports Office of the District Health Officer’s Division’s (ODHO) ongoing activities in maintaining workforce capacity to reduce health disparities in Washoe County and to maintain the District’s accreditation with the Public Health Accreditation Board.

On-Going Program Support: These funds support the workforce and accreditation efforts.

Award Amount: Total award is \$2,189,679 (\$1,990,615 direct/\$199,064 indirect)

Grant Period: December 1, 2024 – November 30, 2027

Funding Source: Public Health Infrastructure & Improvement Office of Administration

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

CFDA Number: 93.967

Grant ID Number: 6 NE11OE000076-01-01

Match Amount and Type: No match required

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

This award supports the Office of the District Health Officer by providing funding to maintain Health District workforce capacity to reduce health disparities and improve health equity in Washoe County by maintaining four positions within the Health District specifically focused on health equity-related goals and initiatives.

FISCAL IMPACT

As the FY25 budget was adopted with \$511,016.50 in revenue and expenditure authority, a budget amendment for \$305,617.00 in both revenue and expenses is needed in the following accounts:

| <u>Account Number</u> | <u>Description</u> | <u>Amount of Increase/(Decrease)</u> |
|-----------------------|----------------------|--------------------------------------|
| IO 12470 -431100 | Non-Gov Grants | \$ 305,617.00 |
| | Total Revenue | \$ 305,617.00 |
| IO 12470 -711210 | Travel | \$ 10,700.00 |

| | | | | |
|----------|---------|---------------------------|-----------|-------------------|
| IO 12470 | -710350 | Office Supplies | \$ | 3,278.00 |
| IO 12470 | -710529 | Dues | \$ | 4,750.00 |
| IO 12470 | -710300 | Operating Supplies | \$ | 6,700.00 |
| IO 12470 | -711508 | Computers noncapital | \$ | 5,640.00 |
| IO 12470 | -710100 | Professional Services | \$ | 78,056.00 |
| IO 12470 | -710509 | Seminars and Meetings | \$ | 121,730.00 |
| IO 12470 | -710334 | Copy Mach | \$ | 3,600.00 |
| IO 12470 | -710508 | Telephone Land Lines | \$ | 1,440.00 |
| IO 12470 | -710519 | Cellular Phones | \$ | 3,960.00 |
| IO 12470 | -710546 | Advertising | \$ | 15,000.00 |
| IO 12470 | -710500 | Other Expense | \$ | 50,763.00 |
| | | Total Expenditures | \$ | 305,617.00 |

No budget amendment is necessary for the indirect revenue.

As this award funds personnel, if the funding is reduced or eliminates, the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase [\$305,617.00; no county match] in both revenue and expense to the FY25 PHIIG Subaward, retroactive to December 1, 2024, through June 30, 2027, for Northern Nevada Public Health to maintain Health District workforce capacity to reduce health disparities and improve health equity in Washoe County, 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 [\$305,617.00; no county match] in both revenue and expense to the FY25 PHIIG Subaward, retroactive to December 1, 2024, through June 30, 2027, for Northern Nevada Public Health to maintain Health District workforce capacity to reduce health disparities and improve health equity in Washoe County, and direct Finance to make the appropriate budget amendments.”