



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: June 17, 2025

DATE: May 6, 2025

TO: Board of County Commissioners

FROM: Herbert B. Kaplan, Deputy District Attorney
775-337-5700, hkaplan@washoecounty.gov

THROUGH: Ryan Gustafson, Human Services Director

SUBJECT: Introduction and first reading of an ordinance amending Washoe County Code ("WCC") Chapter 45 and, if supported, set a public hearing for second reading and possible adoption of the ordinance on July 8, 2025. If passed, the proposed ordinance will: 1) repeal WCC 45.430 (Adult Day Health Services/Daybreak Program) in its entirety; 2) modify WCC 45.410 (Division Directors) to reflect gender-neutral language, correct job title, and selection process; 3) modify WCC 45.435 (Homemaker Program) to include permissive language and address any limitation based on funding availability; 4) modify WCC 45.445 (Nutrition Program) to include permissive language and address any limitation based on funding availability; 5) modify WCC 45.450 (Representative Payee Program) to include permissive language, provide for management of funding, and address any limitation based on funding availability; and 6) modify WCC 45.455 (Human Services Program) to reflect caseworkers' correct job title. (Human Services Agency.) FOR POSSIBLE ACTION.

SUMMARY

The proposed ordinance seeks to: 1) repeal WCC 45.430 (Adult Day Health Services/Daybreak Program) in its entirety; 2) modify WCC 45.410 (Division Directors) to reflect gender-neutral language, correct job title, and selection process; 3) modify WCC 45.435 (Homemaker Program) to include permissive language and address any limitation based on funding availability; 4) modify WCC 45.445 (Nutrition Program) to include permissive language and address any limitation based on funding availability; 5) modify WCC 45.450 (Representative Payee Program) to include permissive language, provide for management of funding, and address any limitation based on funding availability; and 6) modify WCC 45.455 (Human Services Program) to reflect caseworkers' correct job title.

Washoe County Strategic Objective(s) supported by this item: Vulnerable Populations, Economic Impacts, and Fiscal Sustainability.

AGENDA ITEM # _____

PREVIOUS ACTION

The proposed ordinance was initiated at the Washoe County Board of County Commissioners meeting on June 10, 2025.

BACKGROUND

Language changes are needed within the Washoe County Code to reflect current practices, policy changes and overall changes made to the programs themselves. Chapter 45.450, reflecting the Representative Payee program, requires language changes to be more reflective of current practices. In the past, Washoe County acted as the fiduciary and did not contract out the fiduciary service. These changes provides language consistent with current practice.

Chapter 45.455 requires a language change to reflect “caseworker” instead of a “licensed social worker”. Historically, the Nevada Aging and Disability Services Division (ADSD), which provides Title III grant funding for senior services programs required that caseworkers be licensed social workers, but that language has changed and is no longer required.

With respect to chapter 45.430, the Washoe County Adult Day Health Program was a licensed adult day health care programs established in 1983 to serve frail, disabled, and cognitively impaired adults (18 years and older) by providing social, nursing, and community support services as an alternative to institutional care. It was the only medically based program in the region with full-time nursing staff, offering personal care, therapeutic activities, and meals in a structured environment.

Despite its long-standing role in the community, the Daybreak program faced several challenges in recent years, including an aging facility with limitations, difficulty retaining employees, and the inability to secure a private contractor to take over operations. In FY23, Washoe County Human Services Agency (HSA) attempted to contract out Daybreak's operations by issuing two separate Requests for Proposals (RFPs), but neither received any responses.

Daybreak had seen a decrease in participation following the Covid-19 pandemic along with an inability to retain the needed staffing for the program. Given these challenges, the county explored alternative ways to support aging adults. With limited viable options for rehabilitating the Daybreak facility, it was determined that reallocating resources toward expanding the Homemaker Program, which provides in-home housekeeping and chore assistance, would better serve the community.

This shift allows the county to focus on in-home support services, helping seniors age in place and avoid the need for intensive day health care services. At that time, there was a waitlist of over 400 seniors awaiting this needed service. With the reallocation of funds to the homemaker program, HSA went from serving approximately 120 seniors at any given time (January 2023) to now over 360 senior seniors (February 2025).

For those who were participating in the Daybreak program, the county was able to contract with More to Life, another Adult Day Care in Washoe County, to assist with payment for our remaining Daybreak clients. This funding was short term, and will sunset June 30, 2025, after two years of funding. Alternate community service resources have been provided to those individuals within the program.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

It is recommended that the Board of County Commissioners introduce and conduct the first reading of an ordinance amending WCC Chapter 45 and, if supported, set a public hearing for second reading and possible adoption of the ordinance on July 8, 2025. If passed, the proposed ordinance will: 1) repeal WCC 45.430 (Adult Day Health Services/Daybreak Program) in its entirety; 2) modify WCC 45.410 (Division Directors) to reflect gender-neutral language, correct job title, and selection process; 3) modify WCC 45.435 (Homemaker Program) to include permissive language and address any limitation based on funding availability; 4) modify WCC 45.445 (Nutrition Program) to include permissive language and address any limitation based on funding availability; 5) modify WCC 45.450 (Representative Payee Program) to include permissive language, provide for management of funding, and address any limitation based on funding availability; and 6) modify WCC 45.455 (Human Services Program) to reflect caseworkers' correct job title.

POSSIBLE MOTION

If approved, a possible motion might be: *“Move to introduce and conduct the first reading of Ordinance #_____ [to be provided by the County Clerk], which is an ordinance amending Washoe County Code Chapter 45 and, if supported, set a public hearing for second reading and possible adoption of the ordinance on July 8, 2025.”*