

**Staff Report**  
**Board Meeting Date: June 27, 2024**

**DATE:** June 24, 2024  
**TO:** District Board of Health  
**FROM:** Irene Dominguez, Fiscal Compliance Officer  
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Lisa Lottritz, Division Director, Community and Clinical Health Services  
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**SUBJECT:** Approve a sub-award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$105,561.00 (no match required) for the period retroactive to April 29, 2024, through April 28, 2025, in support of the Community and Clinical Health Services Division (CCHS) Tobacco Prevention and Control Grant Program and authorize the District Health Officer to execute the sub-award and any future amendments.

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**SUMMARY**

The Community and Clinical Health Services Division received a Notice of Subaward from the State of Nevada on May 22, 2024, to support the Tobacco Prevention and Control Grant Program. The funding period is effective from April 29, 2024, through April 28, 2025. A copy of the Notice of Subaward is attached.

**District Health Strategic Priority supported by this item:**

- 1. Healthy Lives:** Improve the health of our community by empowering individuals to live healthier lives.

**PREVIOUS ACTION**

No previous action this fiscal year.

**BACKGROUND**

The Subaward scope of work includes the following strategies: educate stakeholders and the general public on policies supporting clean indoor air; increase referrals and promote the Quitline; develop and maintain partnerships to improve tobacco control program activities.

The Subaward provides funding for personnel and indirect expenditures.

This item is retroactive due to the Notice of Subaward being issued on May 22, 2024, and is being brought for approval at the nearest scheduled District Board of Health meeting.

### **FISCAL IMPACT**

Should the Board approve this subaward, a request will be made to the Board of County Commissioners to amend the adopted FY24 budget, increasing it by \$105,561.00.  
(\$9,597.00 indirect expenses) in the following accounts:

<u>Account Number</u>	<u>General Ledger</u>	<u>Description</u>	<u>Amount of Increase</u>
2002 - IO12361	-431100	Federal Grants	\$ 105,561.00
2002 - IO12361	-431105	Fed. Grants-Indirect	\$ 9,597.00
		<b>Total Revenue:</b>	\$ 115,158.00
2002 - IO12361	-701412	Salary Adjustment	\$ 64,618.00
2002 - IO12361	-705360	Benefit Adjustment	\$ 31,346.00
		<b>Total Expenditures:</b>	\$ 95,964.00

### **RECOMMENDATION**

It is recommended that the District Board of Health approve a Subaward from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$105,561.00 (no match required) for the period retroactive to April 29, 2024, through April 28, 2025 in support of the Community and Clinical Health Services Division (CCHS) Tobacco Prevention and Control Grant Program, and authorize the District Health Officer to execute the Subaward and any future amendments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a Subaward from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$105,561.00 (no match required) for the period retroactive to April 29, 2024, through April 28, 2025, in support of the Community and Clinical Health Services Division (CCHS) Tobacco Prevention and Control Grant Program, and authorize the District Health Officer to execute the Subaward and any future amendments."