

Staff Report
Board Meeting Date: January 22, 2026

DATE: January 13, 2026
TO: District Board of Health
FROM: Irene Dominguez, Fiscal Compliance Office
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Christina Sheppard, Division Director, Community and Clinical Health Services
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SUBJECT: Approve the Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2025 through September 30, 2026 in the total amount of \$1,549,640.00 (no match required) in support of the Community and Clinical Health Services Division's Women, Infants and Children (WIC) Program and authorize the District Health Officer to execute the Subaward and any future amendments.

SUMMARY

The Community and Clinical Health Services Division received the attached Notice of Subaward from the State of Nevada Department of Health and Human Services on January 2, 2026, to support the Women, Infant and Children (WIC) Program retroactive to October 1, 2025 through September 30, 2026. 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

There has been no previous action taken by the Board this fiscal year.

BACKGROUND

The USDA Special Supplemental Nutrition Program for Women, Infants and Children (WIC) provides nutrition and breastfeeding services and supplemental foods to pregnant women, new mothers, infants and children up to their 5th birthday. The WIC program has been shown to be effective and improve health and health outcomes among participants. The Northern Nevada Public Health WIC program maintains an enrollment of over 3,300 participants per month.

The Subgrant provides funding for personnel, travel, operating, training, other and indirect expenditure.

This item is retroactive due to the Notice of Subaward being issued on January 2, 2026, and is being brought for approval at the nearest scheduled District Board of Health meeting

FISCAL IMPACT

The District anticipated this award and included funding in the adopted FY26 budget. A budget adjustment in the amount of \$897,024.69 (\$82,384.64 indirect expenses) will be made to move the authority from IO 12443 to the new IO 12594.

Should the Board approve this subaward, a request will be made to the Board of County Commissioners to amend the adopted FY26 budget, increasing it by \$119,194.04 in the following accounts to match the notice of subaward:

<u>Account Number</u>	<u>General Ledger</u>	<u>Description</u>	<u>Amount of Increase</u>
2002 - IO12594	-431100	Federal Grants	\$ 119,194.04
		Total Revenue:	\$ 119,194.04
2002 - IO12594	-701130	Pooled Positions	\$ 17,228.55
2002 - IO12594	-701500	Merit Awards	\$ 86,710.49
2002 - IO12594	-710300	Operating Supplies	\$ 3,600.00
2002 - IO12594	-710350	Office Supplies	\$ 1,200.00
2002 - IO12594	-710334	Copy Mach-Lease	\$ 3,300.00
2002 - IO12594	-710335	Copy Mach-Copy Charges	\$ 100.00
2002 - IO12594	-710360	Postage	\$ 600.00
2002 - IO12594	-710500	Other	\$ 288.00
2002 - IO12594	-710502	Printing	\$ 1,800.00
2002 - IO12594	-710518	Telephone Subscription	\$ 2,400.00
2002 - IO12594	-710503	Licenses & Permits	\$ 675.00
2002 - IO12594	-710509	Seminars & Meetings	\$ 900.00
2002 - IO12594	-711210	Travel	\$ 392.00
		Total Expenditures:	\$ 119,194.04

RECOMMENDATION

It is recommended that the District Board of Health approve a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2025 through September 30, 2026 in the total amount of \$1,549,640.00 (no match required) in support of the Community and Clinical Health Services Division's Women, Infants and Children (WIC) Program and authorize the District Health Officer to execute the Subaward and any future amendments.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be: "Move to approve a a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2025 through September 30, 2026 in the total amount of \$1,549,640.00 (no match required) in support of the Community and Clinical Health Services Division's Women, Infants and Children (WIC) Program and authorize the District Health Officer to execute the Subaward and any future amendments."