

**Staff Report**  
**Board Meeting Date: December 19, 2024**

**DATE:** December 13, 2024

**TO:** District Board of Health

**FROM:** Irene Dominguez, Fiscal Compliance Officer  
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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, 2024 through September 30, 2025 in the total amount of \$357,824.00 (no match required), with funding contingent upon availability of funds issued through the Federal Continuing Resolution. Allowable expenditures reimbursement is retroactive to October 1, 2024 through September 30, 2025, 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.

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**SUMMARY**

The Community and Clinical Health Services Division received a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Welfare and Supportive Services on November 20, 2024 to support the WIC Program. The subaward period is October 1, 2024 through September 30, 2025. However, the funding is contingent upon availability of funds issued through the Federal Continuing Resolution. Allowable expenditures reimbursement is retroactive to October 1, 2024 through September 30, 2025. The total amount of \$357,824.00 is estimated to cover the first three months of the grant period. 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 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, and grant funding will support staffing, travel, training, operating, equipment, contractual, other and indirect expenses for the WIC program.

This item is retroactive due to the Notice of Subaward being issued on November 20, 2024, and is being brought for approval at the nearest scheduled District Board of Health meeting

### **FISCAL IMPACT**

The Department anticipated this award and included funding in the adopted FY25 budget in IO#12274. A budget adjustment will be made to move the remaining authority to the new IO#12443.

### **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, 2024 through September 30, 2025 in the total amount of \$357,824.00 (no match required), with funding contingent upon availability of funds issued through the Federal Continuing Resolution. Allowable expenditures reimbursement is retroactive to October 1, 2024 through September 30, 2025, 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 staff's recommendation, a possible motion would be: "Move to 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, 2024 through September 30, 2025 in the total amount of \$357,824.00 (no match required), with funding contingent upon availability of funds issued through the Federal Continuing Resolution. Allowable expenditures reimbursement is retroactive to October 1, 2024 through September 30, 2025, 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."