



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: October 28, 2025

DATE: Thursday, October 23, 2025

TO: Board of County Commissioners

FROM: Justin Norton, Operations Manager, Regional Medical Examiner's Office
(775) 785-6114, jnorton@washoecounty.gov

THROUGH: Dr. Laura D. Knight, Chief Medical Examiner & Coroner

SUBJECT: Recommendation to approve and accept grant funding from the State of Nevada Department of Health and Human Services in the amount of \$63,875.00 [no County match] for personnel expenses relating to the National Violent Death Reporting System (NVDRS) program, for a retroactive term of September 1, 2025 through August 31, 2026; and if approved, authorize the Chief Medical Examiner & Coroner of the Washoe County Regional Medical Examiner's Office to sign the grant award documents necessary to receive the grant; and direct Finance to make the necessary amendments to the Regional Medical Examiner's Office's Fiscal Year 2026 budget to reflect the receipt and use of the grant funds. (All Commission Districts.)

SUMMARY

The Regional Medical Examiner's Office is requesting that the Board of County Commissioners approve and accept grant funds in the amount of \$63,875.00 from the State of Nevada for a retroactive term of September 1, 2025 through August 31, 2026. The funds will be utilized to compensate employees for staff time (including fringe benefits) to investigate violent deaths and to input data regarding the investigations into the National Violent Death Reporting System (NVDRS). This is the tenth year the Regional Medical Examiner's Office has received this grant.

Washoe County Strategic Objective supported by this item: Vulnerable Populations.

PREVIOUS ACTION

May 23, 2017 – Board acceptance of NVDRS grant funding of \$62,856 for FY17 and FY18.

September 26, 2017 – Board acceptance of NVDRS grant funding of \$62,856 for FY18 and FY19.

October 24, 2017 – Board action to create full time Medicolegal Data Specialist position.

August 28, 2018 – Board acceptance of NVDRS grant funding of \$62,856 for FY19 and FY20.

AGENDA ITEM # _____

October 8, 2019 – Board acceptance of NVDRS grant funding of \$67,000 for FY20 and FY21.
November 10, 2020 – Board acceptance of NVDRS grant funding of \$62,632 for FY21 and FY22.
October 12, 2021 – Board acceptance of NVDRS grant funding of \$61,032 for FY22 and FY23.
October 18, 2022 – Board acceptance of NVDRS grant funding of \$63,875 for FY23 and FY24.
October 17, 2023 – Board acceptance of NVDRS grant funding of \$63,875 for FY24 and FY25.
November 19, 2024 – Board acceptance of NVDRS grant funding of \$63,872 for FY25 and FY26.

BACKGROUND

This Federal grant is awarded to Washoe County via the State of Nevada. The purpose of the grant is to pay for personnel expenses to analyze and abstract data from violent deaths investigated by the Regional Medical Examiner's Office. The data obtained from investigations is entered into a Centers for Disease Control and Prevent (CDC) database for study. The grant is retroactive from September 1, 2025 due to not receiving the grant award from the State of Nevada until mid-October, 2025.

GRANT AWARD SUMMARY

Project/Program Name:	National Violent Death Reporting System (NVDRS)
Scope of the Project:	Provides for personnel and operating expenses to investigate violent deaths and enter data into NVDRS
Benefit to Washoe County Residents:	The National Violent Death Reporting System is a detailed data repository for violent deaths. This data can be used by law enforcement, health agencies, and other agencies to better understand the causes/factors of violent deaths. The data can also be used in suicide prevention and domestic violence prevention programs.
On-Going Program Support:	This is the tenth year of the program created by the federal government and will continue as long as grant funding is available.
Award Amount:	\$63,875.00
Grant Period:	September 1, 2025 – August 31, 2026
Funding Source:	Centers for Disease Control and Prevention (CDC)

Pass Through Entity: State of Nevada Department of Health and Human Services

Assistance Listing #/CFDA: 93.136

Grant ID Number: 5 NU17CE010122-04-00

Match Amount and Type: No match

Sub-Awards and Contracts: No sub-awards or contracts

FISCAL IMPACT

Should the Board accept this grant award, the Fiscal Year 2026 adopted budget for the Regional Medical Examiner's Office will be increased by \$2,486.18 in both revenue and expenditures in the following accounts:

Cost Object & Description	G/L Account & Description	Amount
IO 12602 – NVDRS FY26 & FY27	431100 – Federal Grants	\$2,486.18
IO 12602 – NVDRS FY26 & FY27	701412 – Salary Adjustment	\$1,516.57
IO 12602 – NVDRS FY26 & FY27	705360 – Benefit Adjustment	\$969.61

*\$61,388.82 has been budgeted in FY26 for personnel expenditures already, this adjustment of \$2,486.18 brings the full award budget into alignment.

- No match required
- Indirect costs are not requested on this grant award.
- As this award funds personnel, if grant funding is reduced or eliminated, 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 and accept grant funding from the State of Nevada Department of Health and Human Services in the amount of \$63,875.00 [no County match] for personnel expenses relating to the National Violent Death Reporting System (NVDRS) program, for a retroactive of September 1, 2025 through August 31, 2026; and if approved, authorize the Chief Medical Examiner & Coroner of the Washoe County Regional Medical Examiner's Office to sign the grant award documents necessary to receive the grant; and direct Finance to make the necessary amendments to the Regional Medical Examiner's Office's Fiscal Year 2026 budget to reflect the receipt and use of the grant funds.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve and accept grant funding from the State of Nevada Department of Health and Human Services in the amount of \$63,875.00 with no County match for personnel expenses

relating to the National Violent Death Reporting System (NVDRS) program, for a retroactive term of September 1, 2025 through August 31, 2026; to authorize the Chief Medical Examiner & Coroner of the Washoe County Regional Medical Examiner's Office to sign the grant award documents necessary to receive the grant; and direct Finance to make the necessary amendments to the Regional Medical Examiner's Office's Fiscal Year 2026 budget to reflect the receipt and use of the grant funds."