

**Staff Report**  
**Board Meeting Date: February 27, 2025**

**DATE:** February 21, 2025  
**TO:** District Board of Health  
**FROM:** Irene Dominguez, Fiscal Compliance Office  
775-328-2446, [idinguez@nnph.org](mailto:idinguez@nnph.org)  
Lisa Lottritz, Division Director, Community and Clinical Health Services  
775-328-6159, [llottritz@nnph.org](mailto:llottritz@nnph.org)  
**SUBJECT:** Approve a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2025 through June 30, 2025 in the total amount of \$425,001.00(no required match) in support of the Community and Clinical Health Services Division (CCHS) COVID Immunization Round 3 Program and authorize the District Health Officer to execute the Notice of 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 Public & Behavioral Health on December 30, 2024 to support the Immunization Program. The funding period is retroactive to January 1, 2025 through June 30, 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**

This Award supports the Immunization program mission to public health by reducing vaccine-preventable disease through immunization, with an emphasis on collaboration and cooperation with community partners. The scope of work includes planning, promoting, and implementing vaccination awareness and distribution, including among high-risk and underserved populations; ensuring equitable distribution and administration of vaccines; and increasing vaccine confidence through education, outreach, and partnerships.

This item is retroactive due to the Notice of Subaward being issued on December 30, 2024, 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 FY25 budget. The funds will be a carry forward from Covid IZ Rd 3 grant (IO 12235) that has been extended six months on a new Subgrant Number. A budget adjustment will be made to move the authority to the new IO#.

**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 & Behavioral Health retroactive to January 1, 2025 through June 30, 2025 in the total amount of \$425,001.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) COVID Immunization Round 3 Program and authorize the District Health Officer to execute the Notice of 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 & Behavioral Health retroactive to January 1, 2025 through June 30, 2025 in the total amount of \$425,001.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) COVID Immunization Round 3 Program and authorize the District Health Officer to execute the Notice of Subaward and any future amendments."