



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** August 20, 2024

**DATE:** Thursday, August 15, 2024

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Agency Director, Human Services Agency  
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**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to: (1) accept various items donated totaling an estimated market value of [\$5,150.43] retroactive for the period of March 26, 2024 through June 30, 2024; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$9,320.94] retroactive for the period March 25, 2024 through June 30, 2024; and direct the Comptroller's Office to make the necessary budget amendments. (All Commission Districts.)

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### **SUMMARY**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$5,150.43] retroactive for the period of March 26, 2024 through June 30, 2024; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$9,320.94] retroactive for the period March 25, 2024 through June 30, 2024; and direct the Comptroller's Office to make the necessary budget amendments.

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

### **PREVIOUS ACTION**

On April 23, 2024, the Board (1) accept various items donated totaling an estimated market value of [\$37,776.80] retroactive for the period of November 1, 2023 through March 25, 2024; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$9,550.00] retroactive for the period January 5, 2024 through March 25, 2024.

On January 23, 2024, the Board (1) accepted various items donated totaling an estimated market value of [\$7,651.83]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$14,890.00] retroactive for the period November 16, 2023 through January 4, 2024.

**AGENDA ITEM # \_\_\_\_\_**

On December 19, 2023, the Board (1) accepted various items donated totaling an estimated market value of [\$9,006.95]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$4,127.89] retroactive for the period August 1, 2023 through November 15, 2023

On September 19, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$2,065.00]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$56,131.39] retroactive for the period July 1, 2023 through July 31, 2023.

On August 15, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$8,099.36]; and accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$11,069.07] retroactive for the period April 16, 2023 through June 30, 2023.

On May 16, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$7,001.85]; and accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$8,134.43] retroactive for the period January 30, 2023 through April 15, 2023.

On February 21, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$13,419.00]; and accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$22,760.00] retroactive for the period October 22, 2022 through January 31, 2023.

## **BACKGROUND**

Human Services Agency (HSA) regularly accepts donations from community members and business to be used for miscellaneous needs for children in care and families who are HSA clients. Acceptance of such donations requires Board approval.

Washoe County Code 15.140(1)(d) reads: 1. The Board of County Commissioners: (d) has sole authority to receive donations of personal property where the personal property has a value, singly or in the aggregate, of \$5,000.00 or greater from a contributor during a fiscal year.

Washoe County Code 15.140(1)(e) reads: 1. The Board of County Commissioners: (e) Must be notified when an officer or employee of a county department or agency accepts non-federal personal property for the use and benefit of the County where the personal property has a value, singly or in the aggregate, of less than \$5,000 from a contributor during a fiscal year. In such event, the officer or employee must notify the Board of County Commissioners in writing of the acceptance.

Washoe County Code 15.160(3) reads: An officer or employee of a county department or agency shall not accept, amend, or supplement a grant, and except as otherwise provided

in section 15.140(1)(e), shall not accept, amend, or supplement a contribution of money or property without approval by the Board of County Commissioners.

In December 1993, a Resolution Establishing a Program for the use of Donated Juror Fees was approved by the Board of County Commissioners. This program enabled jurors to donate their fees (grand juror and trial juror) to Child Protective Services (the agency which provides protective services as defined in NRS 432B.030). The resolution states that the money must be used only for a program or activity which is designed to prevent the abuse or neglect of a child or to benefit an abused or neglected child (as defined in NRS 432B.020).

The Agency is requesting retroactive approval of the following donations that have been received by Child Protective Services for the time period March 26, 2024 through June 30, 2024:

Valerie Cook	\$300.00
Holt Family Trust	\$500.00
Washoe Masonic Lodge #35	\$200.00
Natural Paws, Inc.	\$800.00
N.N.A.H.U.	<u>\$862.50</u>
<b>General Donations</b>	<b>\$2,662.50</b>
<b>Total Juror Donations</b>	<b>\$6,658.44</b>

The Agency is also requesting that the Board accept the following items donated to Child Protective Services to support welfare activities retroactive for the period March 26, 2024 through June 30, 2024:

- Youth sandals received by HSA, donated by an anonymous donor – estimated market value \$11
- Crayola markers, Elmers glue, crayons received by HSA, donated by an anonymous donor – estimated market value \$10.69
- Ground coffee, tomato soup received by HSA, donated by Rhonda W. - estimated market value \$10.74
- Splash pad and summer toys received by HSA, donated by Katie P. - estimated market value \$53
- Outdoor rocket sprinkler toy received by HSA, donated by Katie P. – estimated market value \$25
- (2) bubble machines received by HSA, donated by Katie P. – estimated market value \$40
- Quilts, afghans, hats and scarves received by HSA, donated by Children’s Cabinet Stitchers – estimated market value unknown
- Dolls and doll clothes received by HSA, donated by Linda H. – estimated market value unknown
- Suitcase and cases received by HSA, donated by Aiden G. – estimated market value \$200
- Clothes received by HSA, donated by Yesenia M. – estimated market value unknown

- Summer swimsuit, play toy, etc. received by HSA, donated by Assistance League – estimated market value \$1,300
- Clothes and bed sheets received by HSA, donated by Angle M. - estimated market value \$500
- Clothes and shoes received by HSA, donated by Rayetta B. - estimated market value \$200
- School pictures received by HSA, donated by Bell Photographers, Inc. - estimated market value \$450
- Luggage, quilts, afghans and pillow cases received by HSA, donated by Children’s Cabinet Stitchers – estimated market value unknown
- Baby/child clothing received by HSA, donated by Mercedes A. – estimated market value \$400
- Snack packs received by HSA, donated by Alpha Phi Omega – estimated market value unknown
- Color books received by HSA, donated by Wilbur D. May Museum - estimated market value unknown
- Clothes and diapers received by HSA, donated by Bianca C. - estimated market value unknown
- Easter baskets received by HSA, donated by Shay R. - estimated market value unknown
- Children’s clothing received by HSA, donated by Adam H. - estimated market value \$1,000
- Plush horse toys, hats received by HSA, donated by Vanessa A. – estimated market value \$200
- Boxes of cereal (750) received by HSA, donated by Post Consumer Brands, Sparks – estimated market value \$750.00

**FISCAL IMPACT**

Should the Board accept these donations, the Human Services Agency Child Protective Services Fund (228) FY25 adopted budget will need to be amended by \$9,475.94 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20224 -484190	Revenue – Juror Donations	\$ 6,658.44
IO-20224 -484400	Revenue – Donation, Contri-Oper	\$ 800.00
IO-20514 -484000	Revenue – KK Activities/Needs	\$ 1,662.50
IO-20521 -484000	Revenue – Mason Order	\$ 200.00
	<b>Total Revenue</b>	<b>\$ 9,320.94</b>
IO-20224 -710712	Family Preservation	\$ 6,658.44
IO-20224 -710712	Family Preservation	\$ 800.00
IO-20514 -710712	Family Preservation	\$ 1,662.50
IO-20521 -710712	Family Preservation	\$ 200.00
	<b>Total Expenditures</b>	<b>\$ 9,320.94</b>

**RECOMMENDATION**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$5,150.43] retroactive for the period of March 26, 2024 through June 30, 2024; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$9,320.94] retroactive for the period March 25, 2024 through June 30, 2024; and direct the Comptroller's Office to make the necessary budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to: (1) accept various items donated totaling an estimated market value of [\$5,150.43] retroactive for the period of March 26, 2024 through June 30, 2024; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$9,320.94] retroactive for the period March 25, 2024 through June 30, 2024; and direct the Comptroller's Office to make the necessary budget amendments.”*