



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** August 15, 2023

**DATE:** Wednesday, August 9, 2023

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Acting Director, Human Services Agency  
(775) 785-8600, [rgustafson@washoecounty.gov](mailto:rgustafson@washoecounty.gov)

**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to: (1) accept various items donated totaling an estimated market value of [\$8,099.36]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support the needs of the children in care and families who are clients in the amount of [\$11,069.07] retroactive for the period April 16, 2023 through June 30, 2023; 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 [\$8,099.36]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support the needs of the children in care and families who are clients in the amount of [\$11,069.07] retroactive for the period April 16, 2023 through June 30, 2023; 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 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.

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

**BACKGROUND**

Human Services regularly accepts donations from community members and business, to be used for miscellaneous needs for the children in care and families who are clients of the Washoe County Human Services Agency. As such, acceptance of 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 even, the officer or employee must notify of the County may accept personal property for the use and benefit of the County where the value singly or in the aggregate is less than \$3,000.00 from a contributor during a fiscal year. In such event, the officer or employee will 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 Children Services for the time period of April 16, 2023 through June 30, 2023; and will need to be retroactively accepted in order to have the budget amended.

Summit Church	\$3,000.00
Valerie Cooke	\$300.00
Washoe Masonic Lodge #35	\$300.00
<b>General Donations</b>	<b>\$3,600.00</b>
<b>Total Juror Donations</b>	<b>\$7,469.07</b>

The following donated items have been received the period of April 16, 2023, through June 30, 2023, and will need to be retroactively accepted:

- (500) Boxes of cereal received by Human Services Agency donated from Post Consumer Brands, Sparks – estimated market value of \$500.00
- (7) Cans of infant formula, bottles and nipples received by Human Services Agency donated from Anonymous– estimated market value of \$244.36
- (1) Box assorted size diapers received by Human Services Agency donated from Anonymous – estimated market value of \$40.00
- (1) Bag brand new stuffed animals received by Human Services Agency donated from Anonymous – estimated market value of \$75.00
- (1) Bag assorted size diapers received by Human Services Agency donated from Anonymous – estimated market value of \$25.00
- Escape ladder received by Human Services Agency donated from Anonymous – estimated market value of \$75.00
- (20) quilts received by Human Services Agency donated from Calvary Chapel Reno Sparks/HHUGS – CCRS – estimated market value of \$1,000.00
- Stuffed animals received by Human Services Agency donated from Carole Z. – estimated market value of \$100.00
- (1) Bag assorted size diapers received by Human Services Agency donated from Deedra C. – estimated market value of \$20.00
- (2) Car seats with bases received by Human Services Agency donated from Felicia W. – estimated market value of \$200.00
- (7) Bags youth clothing, feminine hygiene products, and toys received by Human Services Agency donated from Isa M. – estimated market value of \$500.00
- (1) Box 0-3 Month Baby Clothing received by Human Services Agency donated from Jaimee H. – estimated market value of \$150.00
- (20) Brand new books received by Human Services Agency donated from Jaimee H. – estimated market value of \$10.00
- (4) Bags of clothing received by Human Services Agency donated from Janet R. – estimated market value of \$200.00
- Clothing, toys and bike trailer received by Human Services Agency donated from JoAnn & Tony A. – estimated market value of \$300.00
- (1) Bag of clothes received by Human Services Agency donated from K. Holman. – estimated market value of \$80.00
- Girls clothing received by Human Services Agency donated from Kendra W. – estimated market value of \$80.00
- Toys received by Human Services Agency donated from Matthew W. – estimated market value of \$200.00
- Clothing, shoes, toys, bedding, pack ‘n’ play received by Human Services Agency donated from Michelle F. – estimated market value of \$250.00
- (115) Each Luggage received by Human Services Agency donated from Night Witches – estimated market value of \$2,500.00
- (10) Round Tables received by Human Services Agency donated from RSCVA– estimated market value of \$1,200.00
- (3) Bags clothing received by Human Services Agency donated from Sharon B. – estimated market value of \$150.00

- Clothing and Shoes received by Human Services Agency donated from Wendy H.  
– estimated market value of \$200.00

The Agency is requesting that the Board accept various items donated to Washoe County Human Services Agency Child Protective Services Fund to support the needs of children in care and families who are clients retroactive for the period April 16, 2023 through June 30, 2023 totaling an estimated market value of \$8,099.36.

**FISCAL IMPACT**

Should the Board accept these donations, the Human Services Agency Child Protective Services Fund (228) FY24 adopted budget will need to be amended by \$11,069.07 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	\$ 7,469.07
IO-20095 -484000	Revenue – Foster Care Recruit	\$ 3,000.00
IO-20514 -484000	Revenue - KK Activities/Needs	\$ 300.00
IO-20521 -484000	Revenue – Masonic Order Donation	\$ 300.00
	<b>Total Revenue</b>	<b>\$ 11,069.07</b>
IO-20224 -710712	Family Preservation	\$ 7,469.07
IO-20095 -710712	Family Preservation	\$ 3,000.00
IO-20514 -710712	Family Preservation	\$ 300.00
IO-20521 -710712	Family Preservation	\$ 300.00
	<b>Total Expenditures</b>	<b>\$ 11,069.07</b>

**RECOMMENDATION**

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$8,099.36]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support the needs of the children in care and families who are clients in the amount of [\$11,069.07] retroactive for the period April 16, 2023 through June 30, 2023; 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 [\$8,099.36]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support the needs of the children in care and families who are clients in the amount of [\$11,069.07] retroactive for the period April 16, 2023 through June 30, 2023; and direct the Comptroller’s Office to make the necessary budget amendments.”*