



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** January 20, 2026

**DATE:** January 06, 2026

**TO:** Board of County Commissioners

**FROM:** Cathy Hill, Comptroller and Chairman of the Washoe County, Nevada  
Other Post-Employment Benefits Trust Fund  
775-328-2563, [chill@washoecounty.gov](mailto:chill@washoecounty.gov)

**THROUGH:** Kate Thomas, County Manager

**SUBJECT:** Recommendation to confirm the appointment of Crystal Sublet, Truckee Meadows Fire Protection District Chief Fiscal Officer, as a Trustee of the Washoe County, Nevada Other Post-Employment Benefits Trust Fund from January 22, 2026, for a two-year term to January 22, 2028 with the eligibility of continuing for an additional two-year term ending on January 22, 2030. The OPEB Trust is a legally separate entity from Washoe County for the exclusive purpose of providing funds to pay for the post-retirement benefits provided by the employee welfare benefit plans maintained by the County and all assets of the fund are irrevocably dedicated to, and are used for the exclusive purpose of, providing for the payment of benefits and for paying reasonable expenses of administering the Fund, and will not be available to any creditors of the County or Truckee Meadows Fire Protection District. Comptroller. (All Commission Districts.) FOR POSSIBLE ACTION

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### **SUMMARY**

Due to the separation of employment of Cynthia Vance effective January 9, 2026, an opening was created on the Other Post Employment Benefits Board. The OPEB Board is recommending the appointment of Crystal Sublet, Chief Fiscal Officer for Truckee Meadows Fire Protection District, who fills the position of "Public Officer of an Employer who manages the fiscal affairs of the Employer", as a Trustee of the Washoe County, Nevada Other Post-Employment Benefits Trust Fund.

**Washoe County Strategic Objective supported by this item:** Financial stewardship of post-employment benefits.

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

### **PREVIOUS ACTION**

June 24, 2025 – the BCC confirmed the re-appointment of Truckee Meadows Fire Protection District Chief Fiscal Officer Cynthia Vance as Trustee from July 24, 2025, for a two-year term to July 24, 2027.

April 16, 2024 – the BCC confirmed the re-appointments to the Washoe County, Nevada OPEB Trust Fund Board of Trustees of 1) Cindy Vance, Truckee Meadows Fire Protection District Chief Fiscal Officer, retroactive from July 24, 2023 for a two-year term to July 24, 2025, 2) Christine Vuletich, retiree, for a two-year term beginning June 21, 2024 ending June 21, 2026, and 3) Cathy Hill, Washoe County Fiscal Officer as “employee of the Employer who manages the fiscal affairs of the Employer”, for a two- year term beginning June 26, 2024 ending June 26, 2026 with the eligibility of continuing for an additional two-year term ending on June 26, 2028.

November 28, 2023 – the BCC confirmed the appointment of Tammi Davis, retiree, to the Trust Fund’s Board for a two-year term ending on November 28, 2025, with the eligibility of continuing for an additional two-year term ending on November 28, 2027.

June 21, 2022 – the BCC confirmed the reappointment of former Washoe County Chief Financial Officer, Christine Vuletich as a retiree member of the Trust Fund’s Board.

July 21, 2021 – the BCC confirmed the reappointment of retirees Duane Meyer and Dondi Armstrong, and Truckee Meadows Fire Protection District chief fiscal officer Cynthia Vance as Trustee.

On May 11, 2010, the Board of County Commissioners approved and authorized the Chairman to execute the Trust Agreement for Washoe County, Nevada Other Post-Employment Benefits (OPEB) Trust Fund and the appointment of three trustees as the Board of Trustees for that Trust.

### **BACKGROUND**

The Other Post-Employment Benefits Trust Fund is an irrevocable trust that was created in fiscal year 2010 and is administered under the provisions of NRS 287.017. The purpose of the trust is to provide an investment vehicle for the participating employers to set aside money to fund the costs of future retirement benefits provided by the following benefits plans: a) Washoe County Retirees Health Benefit Program; b) Washoe County’s State of Nevada Public Employees Benefit Plan; c) Truckee Meadows Fire Protection District Retiree Group Medical Plan. The purpose is also to fund the initial liability over a 30-year amortization period. These funds are in an irrevocable trust in which neither the County nor TMFPD has direction or management of the funds associated with the Trust. The OPEB Trust has its own governing board and financial statements which are audited annually. The Trust is overseen and managed by the OPEB Trust Board members. The Trust is a legally separate entity from Washoe County.

### **FISCAL IMPACT**

There is no fiscal impact with this appointment as the OPEB Trust is a legally separate entity from Washoe County and bears its own expenses.

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners confirm appointment to the Washoe County, Nevada OPEB Trust Fund Board of Trustees of 1) Crystal Sublet, Truckee Meadows Fire Protection District Chief Fiscal Officer, from January 22, 2026, for a two-year term to January 22, 2028. The OPEB Trust is a legally separate entity from Washoe County for the exclusive purpose of providing funds to pay for the post-retirement benefits provided by the employee welfare benefit plans maintained by the County and all assets of the fund are irrevocably dedicated to, and are used for the exclusive purpose of, providing for the payment of benefits and for paying reasonable expenses of administering the Fund, and will not be available to any creditors of the County or Truckee Meadows Fire Protection District.

### **POSSIBLE MOTION**

Should the Board agree with the OPEB Board's recommendation, a possible motion would be: "Move to confirm appointment to the Washoe County, Nevada OPEB Trust Fund Board of Trustees of 1) Crystal Sublet, Truckee Meadows Fire Protection District Chief Fiscal Officer, from January 22, 2026, for a two-year term to January 22, 2028. The OPEB Trust is a legally separate entity from Washoe County for the exclusive purpose of providing funds to pay for the post-retirement benefits provided by the employee welfare benefit plans maintained by the County and all assets of the fund are irrevocably dedicated to, and are used for the exclusive purpose of, providing for the payment of benefits and for paying reasonable expenses of administering the Fund, and will not be available to any creditors of the County or Truckee Meadows Fire Protection District."