



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: August 19, 2025

**DATE:** Thursday, August 14, 2025

**TO:** Board of County Commissioners

**FROM:** Steve Johnson, Forensic Science Division Director  
775-328-8721; [sjohnson@washoecounty.gov](mailto:sjohnson@washoecounty.gov)

**THROUGH:** Darin Balaam, Sheriff

**SUBJECT:** Recommendation to approve a pass-through grant award from the State of Nevada Department of Public Safety, Office of Criminal Justice Assistance 2024 Paul Coverdell Forensic Science Improvement (FSI), Project No. 24-FSI-03 for [\$87,636.00, no County match requirement] to provide for continued education and training with associated travel for staff members, purchase a ductless hood, workstations, and a drug library for the Controlled Substance Section, and purchase toxicology supplies for the retroactive grant period of January 1, 2025 through September 30, 2026 and if approved, authorize Sheriff Balaam to retroactively execute the grant award documentation, and direct the Finance Department to make the necessary budget amendments. (All Commission Districts.)

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### **SUMMARY**

The State of Nevada Department of Public Safety, Office of Criminal Justice Assistance awarded the Washoe County Sheriff's Office a pass-through grant [\$87,636.00, no County match requirement] 2024 Paul Coverdell Forensic Science Improvement (FSI) grant, Project No. 24-FSI-03 to provide for continued education and training with associated travel for staff members, purchase a ductless hood, workstations, and a drug library for the Controlled Substance Section, and purchase toxicology supplies.

**Washoe County Strategic Objectives supported by this item:** Fiscal Sustainability – Efficient delivery of regional services, Economic Impacts – Meet the needs of our growing community, and Innovative Services – Leverage technology to streamline and automate.

### **PREVIOUS ACTION**

On March 26, 2024, the Board of County Commissioners approved item #5.F.1., the Sheriff's Office request to approve the acceptance of a pass-through grant award from State of Nevada Department of Public Safety, Office of Criminal Justice Assistance, Paul Coverdell Forensic Science Improvement (FSI), Project No. 23-FSI-03 for [\$92,325.00 no County match requirement].

On March 28, 2023, the Board of County Commissioners approved item #7F1., the Sheriff's Office request to approve the acceptance of a pass-through grant award from State of Nevada Department of Public Safety, Office of Criminal Justice Assistance, Paul Coverdell Forensic Science Improvement (FSI), Project No. 22-FSI-03 for [\$90,379.00 no County match requirement].

On February 8, 2022, the Board of County Commissioners approved item #6.F.4., the Sheriff's Office request to approve the acceptance of a pass-through grant award from State of Nevada Department of Public Safety, Office of Criminal Justice Assistance, Paul Coverdell Forensic Science Improvement [\$117,749.00 no County match requirement].

On January 12, 2021, the Board of County Commissioners approved item #11.H.1., the Sheriff's Office request to approve the acceptance of a pass-through grant award from State of Nevada Department of Public Safety, Office of Criminal Justice Assistance, Paul Coverdell Forensic Science Improvement [\$77,353.00 no County match requirement].

On January 28, 2020, the Board of County Commissioners approved item #5.D.2., the Sheriff's Office request to approve the acceptance of a pass-through grant award from State of Nevada Department of Public Safety, Office of Criminal Justice Assistance, Paul Coverdell Forensic Science Improvement [\$54,027.00 no County match requirement].

On March 12, 2019, the Board of County Commissioners approved item #13, the Sheriff's Office request to approve acceptance of a pass-through grant award from State of Nevada Department of Public Safety, Office of Criminal Justice Assistance, Paul Coverdell Forensic Science Improvement [\$177,189.00 with an \$11,285.00 County match requirement].

The Board has approved the Paul Coverdell Forensic Science Improvement (FSI) grant awards annually since 2008.

## **BACKGROUND**

The Washoe County Sheriff's Office Forensic Science Division will utilize these funds to improve quality and timeliness of forensic services through training on robotic applications. Funding will be used to provide enhanced courtroom testimony training to new and existing staff and provide leadership training for lab management. In addition to training and travel, the grant will be used to purchase a ductless hood and workstations to provide safer work environments for the Controlled Substance staff and to update an instrument library used for drug testing to ensure our laboratory has up-to-date drug information. The funds will also be used to purchase operating supplies for the Toxicology section.

Reason for retroactive submittal: Item was submitted to the first available BCC meeting once all paperwork was received and processed.

## **GRANT AWARD SUMMARY**

**Project/Program Name:** 2024 Paul Coverdell Forensic Science Improvement (FSI)  
Improving the Quality and Timeliness of Forensic Services Provided Through Education, Training, and Technology

**Scope of the Project:** Improve quality, timeliness, and capacity of forensic services through continued education and training and associated travel for staff members, purchase a ductless hood, workstations, and a drug library for the Controlled Substance Section, and purchase toxicology supplies.

**Benefit to Washoe County Residents:** Increased knowledge and training of Forensic Science personnel, increase safety conditions for Controlled Substance staff, provide up-to-date drug information for testing, and lower operating costs for the Toxicology Section.

**On-Going Program Support:** N/A

**Award Amount:** \$87,636.00

**Grant Period:** 01/01/2025 – 09/30/2026

**Funding Source:** U. S. Department of Justice

**Pass Through Entity:** State of Nevada, Office of Criminal Justice Assistance

**CFDA Number:** 16.742

**Grant ID Number:** 24-FSI-03

**Match Amount and Type:** None

**Sub-Awards and Contracts:** Any equipment will be purchased using Washoe County grant procurement processes compliant with 2 CFR 200.317-200.326. Professional services and/or Independent Contract Agreement will be approved by Purchasing within Washoe County grant procurement processes.

### **FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the adopted FY26 budget will be increased by \$87,636.00 in both revenues and expenditures in the following accounts:

<b>Cost Object &amp; Description</b>	<b>G/L Account &amp; Description</b>	<b>Amount</b>
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	431100 - Federal Grants	\$87,636.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	711210 – Travel	\$5,730.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	710509 – Seminars and Meetings	\$3,764.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	710300 – Operating Supplies	\$25,826.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	711504 – Equipment nonCapital	\$8,250.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	781004 – Equipment Capital	\$10,100.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	710100 – Professional Services	\$29,466.00
IO-12549 FY24 Paul Coverdell Forensic Science Grant (FSI)	710355 – Books and Subscriptions	\$4,500.00

- No Match required.
- Funds will be drawn as a reimbursement.
- Indirect costs are not allowable on this grant award as no salary or wages are included in the grant budget.

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a pass-through grant award from the State of Nevada Department of Public Safety, Office of Criminal Justice Assistance 2024 Paul Coverdell Forensic Science Improvement (FSI), Project No. 24-FSI-03 for [\$87,636.00, no County match requirement] to provide for continued education and training with associated travel for staff members, purchase a ductless hood, workstations, and a drug library for the Controlled Substance Section, and purchase toxicology supplies for the retroactive grant period of January 1, 2025 through September 30, 2026 and if approved, authorize Sheriff Balaam to retroactively execute the grant award documentation, and direct the Finance Department to make the necessary budget amendments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a pass-through grant award from the State of Nevada Department of Public Safety, Office of Criminal Justice Assistance 2024 Paul Coverdell Forensic Science Improvement (FSI), Project No. 24-FSI-03 for [\$87,636.00, no County match requirement] to provide for continued education and training with associated travel for staff members, purchase a ductless hood, workstations, and a drug library for the Controlled Substance Section, and purchase toxicology supplies for the retroactive grant period of January 1, 2025 through September 30, 2026 and if approved, authorize Sheriff Balaam to retroactively execute the grant award documentation, and direct the Finance Department to make the necessary budget amendments."