



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 23, 2026

DATE: June 5, 2026

TO: Board of County Commissioners

FROM: Irene Dominguez, Fiscal Compliance Officer, 775-328-2446,
idominguez@nnpd.org

THROUGH: Jack Zenteno, Administrative Health Services Officer, 775-328-2417,
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SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$595,762.95; no county match] in both revenues and expenditures to the FY26 Women Infants Children (WIC) Notice of Subaward, retroactive to October 1, 2025, through September 30, 2026, for the Community and Clinical Health Services (CCHS) Division to support Women Infants Children (WIC) Program and direct Finance to make the appropriate budget amendments. Northern Nevada Public Health. (All Commission Districts)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct Finance to make the appropriate budget amendments.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

On January 22, 2026, the District Board of Health formally accepted the Notice of Award in the amount of \$1,549,640.00. For budgeting purposes, FY26 reflects \$814,640.05 in available budget authority. This leaves \$595,762.95 (excluding indirect costs) still needed to fully align with the Notice of Subaward total anticipated expenditures through June 30, 2026.

BACKGROUND

The USDA Special Supplemental Nutrition Program for Women, Infants and Children (WIC) provides nutrition and breastfeeding services and supplemental foods to pregnant women, new mothers, infants and children up to their 5th birthday. The WIC program has been shown to be effective and improve health and health outcomes among participants. The Northern Nevada Public Health WIC program maintains an enrollment of over 3,300 participants per month.

The Health District received the Notice of Subaward for this grant on January 2, 2026 with effective date of October 1, 2025: therefore, the request to accept the award is retroactive.

AGENDA ITEM # _____

The Subaward provides funding for personnel, operating, travel, contractual, training, other, and indirect expenditures.

GRANT AWARD SUMMARY

Project/Program Name: Women Infants Children (WIC)

Scope of the Project: This award supports the program’s ongoing efforts to nutrition and breastfeeding services and supplemental foods to pregnant women, new mothers, infants, and children up to their 5th birthday. The WIC program has been shown to be effective and improve health and health outcomes among participants. The Northern Nevada Public Health WIC program maintains an enrollment of over 3,300 participants per month.

Benefit to Washoe County Residents: Northern Nevada Health District’s Community and Clinical Health Services Women Infants Children Program aims to enhance the overall health and well-being of women, children, and infants in Washoe County by providing supplemental nutritional services.

On-Going Program Support: NNPH will seek ongoing support through the Federal or State funding programs.

Award Amount: \$1,549,640.00 (\$139,237.00 indirect)
Grant Period: October 1, 2025 through September 30, 2026
Funding Source: Womens, Infants, Children (WIC) Program
Pass Through Entity: n/a
CFDA Number: 10.557
Grant ID Number: SG-2026-00236
Match Amount and Type: n/a

Sub-Awards and Contracts: The Northern Nevada Public Health will follow the County and federal grant procurement guidelines for any subawards and contracts.

FISCAL IMPACT

A portion of this grant was originally budgeted in FY26 under FFY26–WIC Program (12594) in the amount of \$814,640,05. Therefore, a budget amendment of \$595,762.95 in both revenues and expenditures is needed to bring the budget into alignment with the grant in the following accounts:

Account Number	Description	Amount of Increase/(Decrease)
IO 12594 -431100	Federal Grants	\$ 595,762.95
	Total Revenue	\$ 595,762.95

IO 12594	-701412	Salary Adjustment	\$	387,364.10
IO 12594	-705360	Benefits Adjustment	\$	174,313.85
IO 12594	-710512	Auto Expense	\$	392.00
IO 12594	-710300	Operating Supplies	\$	3,600.00
IO 12594	-710350	Office Supplies	\$	1,200.00
IO 12594	-710600	LT Lease-Office Space	\$	18,830.00
IO 12594	-710509	Seminars and Meetings	\$	900.00
IO 12594	-710105	Medical Services	\$	100.00
IO 12594	-710334	Copy Mach-Lease Exp	\$	3,300.00
IO 12594	-710360	Postage	\$	600.00
IO 12594	-710502	Printing	\$	1,800.00
IO 12594	-710503	Licenses & Permits	\$	675.00
IO 12594	-710518	Telephone Subscription	\$	2,400.00
IO 12594	-710500	Other	\$	288.00
		Total Expenditures	\$	595,762.95

No budget amendment is necessary for the indirect revenue.

As this award funds personnel, if the funding is reduced or eliminated, the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase of [\$595,762.95; no county match] in both revenues and expenditures to the FY26 Women Infants Children (WIC) Notice of Subaward, retroactive to October 1, 2025, through September 30, 2026, for the Community and Clinical Health Services (CCHS) Division to support Women Infants Children (WIC) Program and direct Finance to make the appropriate budget amendments. Northern Nevada Public Health.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be: "Move to approve budget amendments totaling an increase of [\$595,762.95; no county match] in both revenues and expenditures to the FY26 Women Infants Children (WIC) Notice of Subaward, retroactive to October 1, 2025, through September 30, 2026, for the Community and Clinical Health Services (CCHS) Division to support Women Infants Children (WIC) Program and direct Finance to make the appropriate budget amendments. Northern Nevada Public Health."