



# WASHOE COUNTY

Integrity Communication Service  
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## STAFF REPORT

BOARD MEETING DATE: *April 16, 2024*

**DATE:** February 20, 2024

**TO:** Board of County Commissioners

**FROM:** Elizabeth Jourdin, HR Manager, Human Resources  
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**THROUGH:** Patricia Hurley, Director of Human Resources, Washoe County  
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**SUBJECT:** Recommendation to approve Washoe County's proposed language access policy and plan for implementation with an effective date of April 16, 2024, pursuant to Assembly Bill 266 of the 82<sup>nd</sup> Session of the Nevada Legislature. Human Resources. (All Commission Districts.) FOR POSSIBLE ACTION

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### **SUMMARY**

Assembly Bill 266 of the 82<sup>nd</sup> (2023) Session of the Nevada Legislature (AB266) was passed by the Nevada Legislature and was approved by Governor Lombardo on June 15, 2023. Section 3 of the bill requires the governing body of a county to designate one or more employees of the county to be responsible for developing and biennially revising a language access plan for the county and to meet the requirements set forth in the bill. The plan must be submitted to the Office of New Americans in the Office of the Governor on or before August 1 of each even-numbered year.

As written, the proposed language access plan, policy and initiative roadmap lays out a three-year implementation strategy to bring Washoe County into compliance with AB266 to meet the needs of Washoe County residents with limited English proficiency (LEP) pursuant to Section 3, subsection 4(b) of the bill.

**Washoe County Strategic Objective supported by this item:** Economic Impacts, Innovative Services, Vulnerable Populations.

### **PREVIOUS ACTION**

On January 16<sup>th</sup>, 2024, the Washoe County Board of County Commissioners took action to authorize the Washoe County Manager to designate staff to develop a language access plan and policy for the County in accordance with AB266.

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

## **BACKGROUND**

AB266 was signed into law on June 15, 2023. It requires counties in Nevada with a population greater than 100,000 to develop an organization wide Language Access Plan to ensure limited English proficient (LEP) individuals have consistent and equitable access to services and programs across the organization.

In addition to AB266, Title VI of the 1964 Civil Rights act, to which Washoe County is subject to full compliance, requires a public entity receiving and utilizing federal funds to have an established Language Access Plan (LAP).

During the strategic planning equity update provided to the Board of County Commissioners at the June 20, 2023, meeting, language access was discussed as a priority initiative for Washoe County.

Washoe County's initial steps toward compliance with AB66 were (1) the designation of the Washoe County Manager as the person responsible for the plan, and (2) the translation of the planning commission meeting agendas and associated public notices in the same languages that Washoe County prints ballots for elections.

The third step toward compliance is to adopt a Language Access Plan and Policy for implementation through the Board of County Commissioners.

## **FISCAL IMPACT**

The estimated fiscal impact in FY24 is \$57,000.00 to cover planning commission public notice and agenda translation, initial translation of department documents and a technology pilot for live interpretation/translation in departments and at public meetings. The FY24 budget impact will be paid for with the Human Resources, American Rescue Plan Act equity grant (IO12121) that was awarded to the department in December 2022.

To begin the process of bringing Washoe County into compliance with AB266 per the areas outlined in the detailed language access plan for FY25 is estimated to be \$355,069. Funding for FY25 will be addressed during the FY25 budget process.

There will be on-going and varied costs related to the implementation of AB266, in perpetuity.

## **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve the recommended language access policy and plan as presented, with an effective date of April 16, 2024. (All Commission Districts.)

## **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

“Move to approve the recommended language access policy and plan as presented, with an effective date of April 16, 2024.”