



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *December 19, 2023*

DATE: Thursday, December 14, 2023

TO: Board of County Commissioners

FROM: Ryan Gustafson, Agency Director, Human Services Agency
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THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to: (1) accept various items donated totaling an estimated market value of [\$9,006.95]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$4,127.89] retroactive for the period August 1, 2023 through November 15, 2023; and direct the Comptroller's Office to make the necessary budget amendments. (All Commission Districts.)

SUMMARY

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$9,006.95]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$4,127.89] retroactive for the period August 1, 2023 through November 15, 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 September 19, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$2,065.00]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$56,131.39] retroactive for the period July 1, 2023 through July 31, 2023.

On August 15, 2023, the Board acknowledged various items donated totaling an estimated market value of [\$8,099.36]; and accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$11,069.07] retroactive for the period April 16, 2023 through June 30, 2023.

AGENDA ITEM # _____

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.

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 event, the officer or employee must 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 Child Protective Services for the time period August 1, 2023 through November 15, 2023.

| | |
|--------------------------|-----------------|
| Valerie Cooke | \$300.00 |
| General Donations | \$300.00 |

Total Juror Donations

\$3,827.89

Staff is requesting that the Board accept the following items donated to Child Protective Services to support welfare activities retroactive for the period August 1, 2023 through November 15, 2023.

- New children boys Land End pants received by Human Services Agency donated from an anonymous donor – estimated value of \$20.00
- Children’s Halloween costume and skeleton decorations received by Human Services Agency donated from an anonymous Donor – estimated value of \$43.00
- Kids magazine and activity books received by Human Services Agency donated from an anonymous donor – estimated value of \$15.00
- One (1) bag od used children boys clothing received by Human Services Agency donated from an anonymous donor – estimated value of \$10.00
- Twelve (12) used children girls coats received by Human Services Agency donated from an anonymous donor – estimated value of \$150.00
- Doughboy Donuts (35 dozen) received by Human Services Agency donated from Doughboy Donuts – estimated value of \$594.65
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- One (1) bag of size 2 diapers and two (2) baby girl outfits received by Human Services Agency donated from Katherine H. – estimated value of \$25.00
- Five (5) Hawaiian shirts received by Human Services Agency donated from Leona L. – estimated value of \$100.00
- Sofa sleeper couch, four (4) sheet sets, and two (2) blankets received by Human Services Agency donated from Laurel M. – estimated value of \$200.00
- Thirty (30) pre-filled kids backpack received by Human Services Agency donated from Richard Harris Law Firm – estimated value of \$360.00
- Backpacks and school supplies received by Human Services Agency donated from Roni G. – estimated value of \$300.00
- Boxes of cereal (1,000) received by Human Services Agency donated from Post Consumer Brands, Sparks – estimated value of \$1,000.00
- Various children items received by Human Services Agency donated from Regional Transportation Commission (RTC) Stuff A Bus Donation Drive – estimated value \$4,925.00
- Target Gift Card received by Human Services Agency donated from Regional Transportation Commission (RTC) Stuff A Bus Donation Drive – value \$75.00

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 \$4,127.89 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 | \$ 3,827.89 |
| IO-20514 -484000 | Revenue - KK Activities/Needs | \$ 300.00 |
| | Total Revenue | \$ 4,127.89 |
| | | |
| IO-20224 -710712 | Family Preservation | \$ 3,827.89 |
| IO-20514 -710712 | Family Preservation | \$ 300.00 |
| | Total Expenditures | \$ 4,127.89 |

RECOMMENDATION

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$9,006.95]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$4,127.89] retroactive for the period August 1, 2023 through November 15, 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 [\$9,006.95]; and (2) accept donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$4,127.89] retroactive for the period August 1, 2023 through November 15, 2023; and direct the Comptroller’s Office to make the necessary budget amendments.”*