



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: June 17, 2025

DATE: May 27, 2025

TO: Board of County Commissioners

FROM: Victoria Jakubowski, Fiscal Compliance Officer, District Attorney
775-325-6710, vjakubowski@da.washoecounty.gov

THROUGH: Christopher Hicks

SUBJECT: Recommendation to accept a renewed Traffic Safety Resource Prosecutor (TSRP) grant to the District Attorney's Office in the amount of [\$290,0000, \$72,500 in-kind match], from the State of Nevada Department of Public Safety Office of Traffic Safety to continue funding a Deputy District Attorney IV; retroactive from October 1, 2024 through September 30, 2025; direct Finance to make the necessary budget amendments and retroactively authorize the District Attorney or his designees to sign the cooperative agreement. (All Commission Districts.)

SUMMARY

The Washoe Board of County Commissioners must accept grant awards, and must approve amendments to the adopted fiscal year budget and direct Finance to make the necessary budget amendments.

The Traffic Safety Resource Prosecutor (TSRP) programs are grant-supported initiatives, funded by the National Highway Traffic Safety Administration (NHTSA), aimed at bolstering traffic safety through better prosecution of traffic offenses, particularly those involving impaired driving. These initiatives deliver training, educational resources, and technical support to prosecutors and law enforcement agencies, ultimately striving to lower the number of injuries and deaths resulting from impaired driving.

This grant will fund the continuation of the Nevada Traffic Safety Resource Prosecutor, which is Chief Deputy District Attorney position # 70010251.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

Award is retroactive to October 1, 2024 as we awaited final documents.

PREVIOUS ACTION

On April 9, 2024, the BCC accepted accept a renewed Traffic Safety Resource Prosecutor (TSRP) grant to the District Attorney's Office in the amount of [\$270,0000,

AGENDA ITEM # _____

\$67,500 cash match], from the State of Nevada Department of Public Safety Office of Traffic Safety to continue funding a Deputy District Attorney IV; retroactive from October 1, 2023 through September 30, 2024.

On June 27, 2023, The BCC accepted a renewed Traffic Safety Resource Prosecutor (TSRP) grant to the District Attorney's Office in the amount of [\$231,500, \$57,875 cash match], from the State of Nevada Department of Public Safety Office of Traffic Safety to continue funding a Deputy District Attorney IV; retroactive from October 1, 2022 through September 30, 2023.

The Board has accepted TSRP Grant Program awards on behalf of the District Attorney's Office since 2018.

BACKGROUND

Traffic Safety Resource Prosecutors (TSRP) are dedicated to offering comprehensive traffic safety training to prosecutors, law enforcement officers, and other professionals in the field. They address a wide range of intricate and ever-changing topics related to the investigation and prosecution of DUIs, vehicular homicide, speed enforcement, and other traffic safety concerns. Since 2000, the National Highway Traffic Safety Administration (NHTSA) and the National Association of Prosecutor Coordinators (NAPC) collaborated to actively support the creation of a TSRP in every state. At this time, all 50 states and the District of Columbia have active TSRP participation, whether on a full-time or part-time basis. Nevada established a full-time TSRP in 2018, when the District Attorney's Office took on this role. The TSRP is essential to Nevada's Impaired Driving Strategic Plan, providing valuable resources to ensure accountability for traffic safety offenders. The funding allocated will allow for the retention of a full-time Chief Deputy District Attorney (DDA IV), who trains prosecutors and law enforcement agencies while actively develops effective solutions for the challenges face within the State of Nevada.

Award is retroactive to October 1, 2024 as we awaited final documents.

GRANT AWARD SUMMARY

Project/Program Name: Traffic Safety Resource Prosecutor (TSRP)

Scope of the Project: Traffic Safety Resource Prosecutor

Benefit to Washoe County Residents: Improve prosecution of impaired drivers

On-Going Program Support: Continue to seek General Fund, grants and donations

Award Amount: \$290,000

Grant Period: October 1, 2024 to September 30, 2025

Funding Source: U.S. Department of Transportation, National Highway Safety Administration (DOT-HS)

Pass Through Entity: State of Nevada Department of Public Safety, Office of Traffic Safety (DPS-OTS)

Assistance Listing #/CFDA: 20.600, 20.616(d)

Grant ID Number: TS-2025-WCDA-71

Match Amount and Type: \$72,500, in-kind

Sub-Awards and Contracts: No sub-awards

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the FY25 District Attorney's Office adopted budget will be increased by \$290,000 in both revenues and expenditures in the following accounts:

IO 12538 - CFDA 20.600

Cost Object	Revenue Account	Amount
IO 12538– TSRP-2025-A	431100 - Federal Rev	\$ 52,000
Cost Object	Expense Account	Amount
IO 12538– TSRP-2025-A	701412 Salary Adjustment	\$ 42,000
IO 12538– TSRP-2025-A	711210 Travel	\$ 10,000
TOTAL EXPENSE		\$ 52,000

IO 12537 - CFDA 20.616 (d)

Cost Object	Revenue Account	Amount
IO 12537 – TSRP-2025-B	431100 - Federal Rev	\$ 238,000
Cost Object	Expense Account	Amount
IO 12537 – TSRP-2025-B	701412 Salary Adjustment	\$ 167,000
IO 12537 – TSRP-2025-B	705360 Benefit Adjustment	\$ 71,000
TOTAL EXPENSE		\$ 238,000

The required match of 72,500 will be met through existing FY2025 budget General Fund expenditures in Cost Center 106100 with support staff assisting this position.

Additionally, as this award funds personnel, if grant funding is reduced or eliminated, the position hours will be reduced and/or the positions abolished accordingly.

Grant funds shall be reported to grantor monthly and drawn as a reimbursement.

Grantor does not allow for indirect cost recovery

RECOMMENDATION

It is recommended that the Board of County Commissioners accept a renewed Traffic Safety Resource Prosecutor (TSRP) grant to the District Attorney's Office in the amount of [\$290,0000, \$72,500 in-kind match], from the State of Nevada Department of Public Safety Office of Traffic Safety to continue funding a Deputy District Attorney IV; retroactive from October 1, 2024 through September 30, 2025; direct Finance to make the necessary budget amendments and retroactively authorize the District Attorney or his designees to sign the cooperative agreement.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to accept a renewed Traffic Safety Resource Prosecutor (TSRP) grant to the District Attorney's Office in the amount of [\$290,0000, \$72,500 in-kind match], from the State of Nevada Department of Public Safety Office of Traffic Safety to continue funding a Deputy District Attorney IV; retroactive from October 1, 2024 through September 30, 2025; direct Finance to make the necessary budget amendments and retroactively authorize the District Attorney or his designees to sign the cooperative agreement."