



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** August 31, 2020

**DATE:** Friday, August 28, 2020

**TO:** Board of County Commissioners

**FROM:** Amber Howell, Director, Human Services Agency  
ahowell@washoecounty.us; 775-785-8600

**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommend to accept FY21 Victims of Crime Act (VOCA) Traditional sub-grant award from the State of Nevada, Division of Child and Family Services in the amount of [\$1,000,000; \$250,000 County match] retroactive for the period of July 1, 2020 to June 30, 2021; authorize Director of Human Services Agency to retroactively execute the sub-grant and related documents; approve a one-year VOCA Victim's Services Coordinator Professional Services Agreement with Megan Lucey, Esq. retroactive for the period of July 1, 2020 to June 30, 2021 in the amount of [\$75,000]; and direct the Comptroller's office to make the necessary budget amendments. (All Commission Districts)

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### SUMMARY

The receipt of grant awards requires acceptance by the Board of County Commissioners. HSA is requesting the Board to accept FY21 Victims of Crime Act (VOCA) Traditional sub-grant award from DCFS to support victim services in the amount of [\$1,000,000; \$250,000 County match] retroactive for the period of July 1, 2020 to June 30, 2021; authorize Director of Human Services Agency to retroactively execute the sub-grant and related documents; and direct the Comptroller's office to make the necessary budget amendments.

The Professional Services Agreement with Megan Lucey, Esq. requires Washoe County Commission authorization as a service purchased from a business entity in which a member of the Commission (Bob Lucey) may have a significant pecuniary interest in accordance with NRS 281A.430(5).

**Washoe County Strategic Objective supported by this item:** Safe, secure and healthy communities.

### PREVIOUS ACTION

On April 28, 2020, the Board of County Commissioners approved item #11 accepting a grant award in the amount of [\$557,904; \$139,476 County match] from the Nevada

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

Division of Child and Family Services retroactive to July 1, 2019 through June 30, 2020, representing the second half of the total FY20 VOCA award HSA was granted in the Request for Applications process.

On November 12, 2019, the Board of County Commissioners approved item #15 accepting a grant award in the amount of [\$557,904; \$139,476 County match] from the Nevada Division of Child and Family Services retroactive to July 1, 2019 through December 31, 2019. The Board also approved the final year of the VOCA Victim's Services Coordinator Professional Services Agreement with Megan Lucey, Esq. retroactive for the period of July 1, 2019 – June 30, 2020 in the amount of \$95,000.

On November 27, 2018, the Board of County Commissioners approved item #8 accepting a grant award in the amount of [\$918,000; \$229,500 County match] from the Nevada Division of Child and Family Services retroactive to July 1, 2018 through June 30, 2019.

On March 27, 2018 the Board approved Item #9, accepting the FY18 Supplemental Victims of Crime Act sub-grant award from the State of Nevada, Division of Child and Family Services in the amount of [\$600,000; \$150,000 County match] retroactive for the period of September 1, 2017 to June 30, 2018. On September 12, 2018, the Division of Child and Family Services granted a no cost extension extending the term of the grant award through December 31, 2018.

On August 8, 2017 the Board approved item #22, the acceptance of the FY18 Victims of Crime Act (VOCA) sub-grant award in the amount of [\$2,087,400; \$521,850 county match required] for July 1, 2017 through June 30, 2018. On May 8, 2018, the Division of Child and Family Services granted a no cost extension extending the term of the grant award through September 30, 2018.

On August 8, 2017 the Board approved item #8, to award Request for Proposal (RFP) #3023-17 for Victims of Crime Act (VOCA) Victim's Services Coordinator to Megan Lucey, Esq., the sole bidder, and approval of the Professional Services Agreement to provide Victim of Crime and Family Crime Act (VOCA) Victim Services Coordinator services in the amount of \$95,000 for FY18.

The Board has routinely accepted VOCA funds since October 2005.

### **BACKGROUND**

A Federal Child and Family Services Review in 2004 found a lack of understanding of the impact of violence on children and families. In response to this critical area of need, the Department received permission from Finance in 2005 to apply for VOCA grant funds to provide direct services to children, adolescents and their non-offending parents and siblings.

The primary purpose of VOCA is to support the provision of services to victims of crime throughout the nation. According to the VOCA program guidelines, services are defined as those efforts that (1) respond to the emotional and physical needs of crime victims; (2) assist primary and secondary victims of crime to stabilize their lives after victimization;

(3) help victims understand and participate in the criminal justice system; and (4) provide victims of crime with a measure of safety and security. For the purpose of the VOCA crime assistance grant program, a crime victim is a person who has suffered physical, sexual, financial or emotional harm as a result of a crime. This grant award now may provide services and assistance to any type of crime victim and is no longer limited to those victims of domestic violence as previous awards were.

A key initiative to the successful implementation of the grant goals is to enhance victim services available to child, adult and senior victims in Washoe County through:

- Providing assessments of victim services program needs, monitor program and implement program enhancements.
- Analyze and assist with newly enacted legislation and barriers to adoption.
- Implement a pilot program within the specialty courts to review and expand the Temporary Assistance for Displaced Seniors (TADS) program focusing on senior victimization and resource needs for senior victims.
- Utilize knowledge of guidelines, regulations and law surrounding vulnerable populations which include children, adults and seniors as well as specific knowledge of VOCA, to coordinate and communicate VOCA victim's services program activities with internal and external County staff and partners; including research and maintenance of applicable information and guidance, both state and federal, regarding VOCA allowable activities as well as special projects around related areas.
- Serve as primary resource for information regarding victims' services for WCHSA, including policies, procedures, objectives and operational functions of assigned area(s).
- Interpret related regulations, policies and procedures; make decisions requiring specialized knowledge of technical practices and precedents regarding victim's service program grant compliance oversight; provide monthly status reports; and, oversee the VOCA budget and program expenditures as necessary and related to victims' services.

The Department does not have staff to perform the services stated above and determined there was a need for a VOCA Victim Services Coordinator contractor to successfully implement the victim services enhancement initiative. In 2017, HSA worked with the County's Purchasing Department to develop RFP 3023-17 to solicit proposals from qualified entities to provide Victim Services Coordinator services. As a result of a comprehensive, fair, and impartial evaluation of the sole proposal received in response to RFP #3006-17 the Department's evaluation team recommended to award an agreement to Megan Lucey, Esq. This recommendation was approved by the Board on August 8, 2017 as item #8.

As required by Washoe County policies, Ms. Lucey provided with her proposal a Public Disclosure Form dated May 24, 2017 disclosing that Commissioner Lucey is her husband. Commissioner Lucey had no contact with the Department or the Washoe County Purchasing Division concerning the grant, the development of the specifications or conditions in the RFP, the review and evaluation of the proposals, or the

recommendation to select Ms. Lucey's proposal. On August 8, 2017, Commissioner Lucey placed a copy of the opinion of the District Attorney that he must disclose his interests and abstain from voting or advocating for or against the approval of the Coordinator Agreement pursuant to NRS 281A.420 on file with the County Clerk, and he will therefore abstain from participating in consideration of, or voting on, the Board's consideration of the agreement pursuant to NRS 281A.420(5).

Ms. Lucey's contract expired June 30, 2020. The Department recommends renewal of this contract on a sole source procurement basis.

The Department received the Notice of Award for this grant on June 12, 2020 with an effective date of July 1, 2020; therefore, the request to accept this award is retroactive.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** Victims of Crime Act (VOCA) Program

**Scope of the Project:** VOCA Traditional funding will enhance the Human Services Agency's ability to provide services and assistance to residents including children, adults and seniors who are victims of child abuse, domestic violence, sexual assault, elder abuse, economic exploitation and other crimes by providing an array of support including shelter, nutrition, case management, crisis intervention, medical, legal, counseling and other supportive services.

**Benefit to Washoe County Residents:** VOCA funding will be used to serve Washoe County residents across the continuum of care to include children, adults and seniors.

**On-Going Program Support:** VOCA funds are awarded each year. This funding serves as an enhancement to ongoing efforts.

**Award Amount:** \$1,000,000 (\$950,199 Direct / \$49,801 Indirect)

**Grant Period:** July 1, 2020 through June 30, 2021

**Funding Source:** Department of Justice, Victims of Crime Act

**Pass Through Entity:** State of Nevada, Department of Health and Human Services, Division of Child and Family Services

**CFDA Number:** 16.575

**Grant ID Number:** 16575-19-069

**Match Amount and Type:** \$250,000 (cash match)

**Sub-Awards and Contracts:** Based on sole source procurement, the Department will contract with Megan Lucey, Esq. for professional services related to victims' services program activities in a total amount of \$75,000.

### **FISCAL IMPACT**

This award was anticipated, and \$904,784.57 was included in the FY21 Child Protective Services Fund (228) adopted budget in IO 11647. Should the board accept this grant award, the FY21 adopted budget will be increased by \$45,414.89 in both revenue and expenditures in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11715	-431100	Federal Grants
		\$ 45,414.89
	<b>Total Revenue</b>	<b>\$ 45,414.89</b>
IO 11715	-710712	Family Preservation
		\$ 45,414.89
	<b>Total Expenditures</b>	<b>\$ 45,414.89</b>

Indirect costs in the amount of \$49,800.54 are included in the award as outlined in the Washoe County Grant Manual. No amendment is necessary for the indirect revenue.

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

This award requires a cash match of \$250,000. The expenditure to meet the match requirement will be posted to IO 60440 in which there is sufficient budget authority.

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners accept the FY21 Victims of Crime Act (VOCA) Traditional sub-grant award from the State of Nevada, Division of Child and Family Services in the amount of [\$1,000,000; \$250,000 County match] retroactive for the period of July 1, 2020 to June 30, 2021; authorize Director of Human Services Agency to retroactively execute the sub-grant and related documents; approve a one-year VOCA Victim's Services Coordinator Professional Services Agreement with Megan Lucey, Esq. retroactive for the period of July 1, 2020 to June 30, 2021 in the amount of [\$75,000]; 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 accept the FY21 Victims of Crime Act (VOCA) Traditional sub-grant award from the State of Nevada, Division of Child and Family Services in the amount of [\$1,000,000; \$250,000 County match] retroactive for the period of July 1, 2020 to June 30, 2021; authorize Director of Human Services Agency to retroactively execute the sub-grant and related documents; approve a one-year VOCA Victim's Services Coordinator Professional Services Agreement with Megan Lucey, Esq. retroactive for the period of July 1, 2020 to June 30, 2021 in the amount of [\$75,000]; and direct the Comptroller's office to make the necessary budget amendments."

