

WASHOE COUNTY  
HEALTH DISTRICT  
ENHANCING QUALITY OF LIFE

CM/ACM \_\_\_\_\_  
Finance DW  
DA \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_  
Other \_\_\_\_\_

**STAFF REPORT**  
**BOARD MEETING DATE: April 28, 2015**

**DATE:** March 30, 2015  
**TO:** Board of County Commissioners  
**FROM:** Patsy Buxton, Fiscal Compliance Officer, 775-328-2418, [pbuxton@washoecounty.us](mailto:pbuxton@washoecounty.us)  
**THROUGH:** Anna Heenan, Administrative Health Services Officer, 775-328-2417, [aheenan@washoecounty.us](mailto:aheenan@washoecounty.us)

**SUBJECT: Approve amendments totaling an increase of \$14,955 in both revenue and expense to the FY15 Centers for Disease Control and Prevention (CDC) Sexually Transmitted Disease (STD) Federal Grant Program, IO 10014; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts)**

**SUMMARY**

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget adjustments.

The Washoe County Health District received a Notice of Subgrant Award from the Division of Public and Behavioral Health for the period January 1, 2015 through December 31, 2015 in the total amount of \$129,456 in support of the Centers for Disease Control and Prevention (CDC) Sexually Transmitted Disease (STD) Federal Grant Program, IO 10014. A copy of the face page of the Notice of Subgrant Award is attached.

**BCC Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

District Board of Health strategic priority: Protect population from health problems and health hazards.

**PREVIOUS ACTION**

There has been no previous action taken by the Board this fiscal year.

**BACKGROUND**

Funding from this award will be used to support personnel, laboratory testing expenditures, and indirect expenditures.

#5H1



The FY15 CDC STD Budget was adopted with \$119,023 in revenue (\$108,913 direct and \$10,110 indirect). The total award amount is \$129,456 (\$118,190 direct and \$11,266 indirect). A budget amendment in the amount of \$14,955 is necessary to bring the Notice of Subgrant Award into alignment with the direct program budget. This amendment takes into account the budget authority required for actual direct expenditures from July – Dec which total \$64,773 (prior award) plus 50% of the new award direct expenditures \$59,095 (Jan-June). A budget adjustment is not necessary for the indirect revenue.

The District Board of Health approved this budget amendment on March 26, 2015.

**FISCAL IMPACT**

Should the Board approve these budget amendments, the adopted FY 15 budget will be **increased by \$14,955** in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
<b>2002-IO-10014</b>	<b>-431100</b>	<b>Federal Revenue</b>	<b>\$14,955</b>
		<b>Total Revenue</b>	<b>\$14,955</b>
2002-IO-10014	-701412	Salary Adjustment	15,676
2002-IO-10014	-710721	Outpatient	(722)
		<b>Total Expenditures</b>	<b>\$14,955</b>

**RECOMMENDATION**

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of \$14,955 in both revenue and expense to the FY15 Centers for Disease Control and Prevention (CDC) Sexually Transmitted Disease (STD) Federal Grant Program, IO 10014; and if approved direct the Comptroller’s office to make the appropriate budget adjustments.

**POSSIBLE MOTION**

Move to approve amendments totaling an increase of \$14,955 in both revenue and expense to the FY15 Centers for Disease Control and Prevention (CDC) Sexually Transmitted Disease (STD) Federal Grant Program, IO 10014; and if approved direct the Comptroller’s office to make the appropriate budget adjustments.



State of Nevada  
 Department of Health and Human Services  
**Division of Public & Behavioral Health**  
 (hereinafter referred to as the Division)

HD #: 14827  
 Budget Account: 3219  
 Category: 09  
 GL: 8516  
 Job Number: 9397715

### NOTICE OF SUBGRANT AWARD

<b>Program Name:</b> STD Prevention and Control Program Nevada Division of Public and Behavioral Health Office of Public Health Informatics and Epidemiology	<b>Subgrantee Name:</b> Washoe County Health District (WCHD)
<b>Address:</b> 3811 W. Charleston Blvd., Ste. 205 Las Vegas, NV 89102	<b>Address:</b> P.O. Box 11130 Reno, NV 89520
<b>Subgrant Period:</b> January 1, 2015 through December 31, 2015.	<b>Subgrantee's:</b> EIN: <u>88-6000138</u> Vendor #: <u>T40283400Q</u> Dun & Bradstreet: <u>07-378-6998</u>

**Purpose of Award:** To identify, treat and control Sexually Transmitted Diseases (STD) in Washoe County.

**Region(s) to be served:**  Statewide  Specific county or counties: Washoe County

**Approved Budget Categories:**

1. Personnel	\$	<u>106,058</u>
2. Travel	\$	<u>-</u>
3. Operating	\$	<u>12,132</u>
4. Equipment	\$	<u>-</u>
5. Contractual/Consultant	\$	<u>-</u>
6. Training	\$	<u>-</u>
7. Other	\$	<u>-</u>
8. Administrative Fee	\$	<u>11,266</u>
<b>Total Cost:</b>	<b>\$</b>	<b><u>129,456</u></b>

**Disbursement of funds will be as follows:**

Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures *specific to this subgrant*. Total reimbursement will not exceed **\$129,456.00** during the subgrant period.

<b>Source of Funds:</b>	<b>% of Funds:</b>	<b>CFDA:</b>	<b>Federal Grant #:</b>
1. Centers for Disease Control and Prevention	100%	93.977	5H25PS004376-02

**Terms and Conditions:**  
 In accepting these grant funds, it is understood that:

1. Expenditures must comply with appropriate state and/or federal regulations;
2. This award is subject to the availability of appropriate funds; and
3. The recipient of these funds agrees to stipulations listed in the incorporated documents.

**Incorporated Documents:**

Section A: Assurances;  
 Section B: Description of Services, Scope of Work and Deliverables;  
 Section C: Budget and Financial Reporting Requirements;  
 Section D: Request for Reimbursement;  
 Section E: Audit Information Request; and  
 Section F: DPBH Business Associate Addendum

Administrative Health Services Officer Washoe County Health District	Signature	Date
Sandra Larson Program Manager		
Mary E. Wherry, Deputy Administrator Community Services		
for Richard Whitley, MS Administrator, Division of Public & Behavioral Health		