

WASHOE COUNTY
HEALTH DISTRICT
ENHANCING QUALITY OF LIFE

CM/ACM JS
Finance DN
DA -
Risk Mgt. -
HR -
Other CH

STAFF REPORT
BOARD MEETING DATE: March 22, 2016

DATE: March 1, 2016
TO: Board of County Commissioners
FROM: Erin Dixon, Fiscal Compliance Officer, 775-328-2419, edixon@washoecounty.us
THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us
SUBJECT: Approve amendments totaling an increase of [\$22,948] in both revenue and expense to FY16 HPP Ebola, IO-11286; and if approved direct the Comptrollers' 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 approved a Subgrant Amendment from the Nevada Division of Public and Behavioral Health for the period September 1, 2015 through June 30, 2016 with additional funding of \$23,499.00 for a total award amount of \$159,297 in support of the Public Health Preparedness Program, HPP Ebola, IO-11286. A copy of the first page of the Subgrant Amendment is attached.

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

PREVIOUS ACTION

The Board approved amendments for the Notice of Subgrant Award for the period September 1, 2015 through June 30, 2016 in the amount of \$118,085 on January 12, 2016.

BACKGROUND/GRANT AWARD SUMMARY

Project/Program Name: HPP Ebola

Scope of the Project: The Subgrant Amendment scope of work includes contracting with Saint Mary's and Renown to:

- Provide after action reports and improvement plans for Ebola related training and exercises

AGENDA ITEM # 663

- Conduct presentations to regional partners regarding Ebola related exercise, trainings, and planning
- Provide documentation outlining lessons learned from Ebola related activities that will assist the Health District in revising CONOPS (Concept of Operation).

Benefit to Washoe County Residents: This Amendment supports the Epidemiology and Public Health Preparedness (EPHP) Division’s mission to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of bioterrorism events or any public health emergency. This collaboration and updating of the Health District CONOPS will improve the community response to Ebola and other highly communicable diseases.

On-Going Program Support: These funds support one time activities in the Public Health Preparedness Program.

Award Amount: Amendment of \$23,499, total award is \$159,297
Grant Period: September 1, 2015 – June 30, 2016
Funding Source: Assistant Secretary for Preparedness and Response (ASPR)
Pass Through Entity: State of Nevada, Department of Health and Human Services
 Division of Public & Behavioral Health
CFDA Number: 93.817
Grant ID Number: 1U3REP150510-01-00
Match Amount and Type: No match required
Sub-Awards and Contracts: No Sub-Awards are anticipated.

FISCAL IMPACT

The FY16 budget was adjusted to include the original award. A budget amendment in the amount of \$22,948 is necessary to bring the Subgrant Amendment in alignment with the direct program budget. No amendment is necessary for indirect revenue.

The amendment includes \$551 in indirect costs (2.4% direct costs). Funds will be drawn down as reimbursement to expenditures.

Should the Board approve these budget amendments, the FY 16 budget will be **increased by \$22,948** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11286 -431100	Federal Revenue	\$22,948
	Total Revenue	\$22,948
2002-IO-11286 -710100	Professional Services	\$22,948
	Total Expenditures	\$22,948

RECOMMENDATION

Staff recommends that the Board of County Commissioners approve amendments totaling an increase of \$22,948 in both revenue and expense to FY16 HPP Ebola, IO-11286; and if approved direct the Comptrollers' office to make the appropriate budget adjustments

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to approve amendments totaling an increase of \$22,948 in both revenue and expense to FY16 HPP Ebola, IO-11286; and if approved direct the Comptrollers' office to make the appropriate budget adjustments"



State of Nevada
 Department of Health and Human Services
Division of Public & Behavioral Health

Original HD #: 15114
 Budget Account: 3218
 Category: 25
 GL: 8516
 Job Number: 9381715

SUBGRANT AMENDMENT #1

HD# 11286

Program Name: Public Health Preparedness Program Preparedness, Assurance, Inspections, Statistics (PAIS)		Subgrantee Name: Washoe County Health District (WCHD)	
Address: 4150 Technology Way, Suite #200 Carson City, NV 89706-2009		Address: 1001 East Ninth Street / PO Box 11130 Reno, NV 89520	
Subgrant Period: September 1, 2015 through June 30, 2016		Amendment Effective Date: Upon approval by all parties.	
This amendment reflects a change to:			
<input type="checkbox"/> Scope of Work <input type="checkbox"/> Term <input checked="" type="checkbox"/> Budget			
Reason for Amendment: Hospital Ebola related training and exercises			
Required Changes:			
Current Language:		<u>Funds are intended to demonstrate achievement in HPP Ebola Activities according to ASPR grant guidance.</u>	
Amended Language:		<u>Funds are intended to demonstrate achievement in HPP Ebola Activities according to ASPR grant guidance.</u>	
Budget Categories	Current Budget	Amended Adjustments	Revised Budget
1. Personnel	\$ 35,000.00	\$ 0.00	\$ 35,000.00
2. Travel	\$ 92.00	\$ 0.00	\$ 92.00
3. Supplies	\$ 82,993.00	\$ 0.00	\$ 82,993.00
4. Equipment	\$ 0.00	\$ 0.00	\$ 0.00
5. Contractual/Consultant	\$ 0.00	\$ 22,948.00	\$ 22,948.00
6. Other	\$ 0.00	\$ 0.00	\$ 0.00
7. Indirect	\$ 17,713.00	\$ 551.00	\$ 18,264.00
Total	\$ 135,798.00	\$ 23,499.00	\$ 159,297.00
Incorporated Documents:			
Exhibit A: Amended Scope of Work			
Exhibit B: Amended Budget Detail			
Exhibit C: Original subgrant Notice of Subgrant Award and all previous amendments			

By signing this Amendment, the Authorized Subgrantee Official or their designee, Program Manager, Bureau Chief, and Division of Public and Behavioral Health Administrator acknowledge the above as the new standard of practice for the above referenced Subgrant. Further, the undersigned understand this amendment does not alter, in any substantial way, the non-referenced contents of the Original Subgrant Award and all of its Attachments.

	Signature	Date
Kitty Jung Washoe County District Board of Health		02-26-16
Erin Lynch Health Program Manager II, PHP	Amended For Erin Lynch	2/26/16
Chad Westom Bureau Chief, PAIS		2.29.16
for Cody L. Phinney, MPH Administrator, Division of Public & Behavioral Health		3-1-16