

WASHOE COUNTY
HEALTH DISTRICT
ENHANCING QUALITY OF LIFE

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

STAFF REPORT
BOARD MEETING DATE: July 28, 2015

DATE: July 1, 2015

TO: Board of County Commissioners

FROM: Patsy Buxton, Fiscal Compliance Officer, 775-328-2418, pbuxton@washoecounty.us

THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us

SUBJECT: Approve amendments totaling an increase of \$163,023 in both revenue and expense to the FY16 CDC ELC – Ebola Supplement Federal Grant Program, IO 11242; 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 April 1, 2015 through March 31, 2017 in the total amount of \$374,953 in support of the Centers for Disease Control and Prevention (CDC) ELC – Ebola Supplement Federal Grant Program, IO 11242. 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.

Goal supported by this item: Approval of the Subgrant Award 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.

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PREVIOUS ACTION

There has been no previous action taken by the Board this fiscal year specific to this award, however, the Board approved amendments totaling an increase of \$9,324 in both revenue and expense to the FY15 CDC Ebola Virus Direct Active Monitoring Grant, IO 11228 in March 2015.

BACKGROUND

On February 4, 2015, a grant application was submitted under the District Health Officer's signature to the State of Nevada, Department of Health & Human Services, Division of Public & Behavioral Health requesting 24 months of funding to support new ELC Domestic Ebola activities. These activities include: Conducting onsite infection control assessments for Ebola assessment hospitals and address gaps determined by these assessments; Participating in Statewide Hospital Acquired Infection Advisory (HAI) Group, Recruiting healthcare infection control personnel to participate in this Advisory Group; Working to promote HAI mitigation strategies identified in the revised HAI Plan; Promoting infection control education sponsored by the State; and Participating in outbreak identification, prevention and control.

Funding from this award will be used to support current personnel (.05 FTE of the District Health Officer, .10 FTE of the Epidemiology Center Director and 1.0 FTE of an Epidemiologist), contractual services and indirect costs. These funds would not be supplanting as the Washoe County Health District would not be performing these activities without the available funds because of changing priorities.

The FY15 CDC ELC – Ebola Supplement funds were not projected in the FY16 budget. The total award amount is \$374,953 for a 2 year period (through FY17). A budget amendment in the amount of \$163,023 is necessary to bring the Notice of Subgrant Award into alignment with the FY16 program budget. A budget adjustment is not necessary for the indirect revenue.

FISCAL IMPACT

Should the Board approve these budget amendments, the adopted FY 16 budget will be **increased by \$163,023** in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11242	-431100	Federal Revenue	\$163,023
		Total Revenue	\$163,023
2002-IO-11242	-701110	Base Salaries	102,603
2002-IO-11242	-701200	Incentive	1,025
2002-IO-11242	-705110	Insurance	16,990
2002-IO-11242	-705210	Retirement	28,729
2002-IO-11242	-705230	Medicare	1,377
2002-IO-11242	-710108	MD Consultants	12,000
2002-IO-11242	-710512	Auto Mileage	299
		Total Expenditures	\$163,023

RECOMMENDATION

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of \$163,023 in both revenue and expense to the FY16 CDC ELC – Ebola Supplement Federal Grant Program, IO 11242; and if approved direct the Comptroller’s office to make the appropriate budget adjustments.

POSSIBLE MOTION

Move to approve amendments totaling an increase of \$163,023 in both revenue and expense to the FY16 CDC ELC – Ebola Supplement Federal Grant Program, IO 11242; 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 #: 14910
 Budget Account: 3219
 Category: 16
 GL: 8516
 Job Number: 9381515

NOTICE OF SUBGRANT AWARD

Program Name: Epidemiology & Laboratory Capacity (ELC) Program – Ebola Supplement Office of Public Health Informatics and Epidemiology	Subgrantee Name: Washoe County Health District (WCHD)
Address: 4126 Technology Way, Suite #200 Carson City, NV 89706-2009	Address: 1001 East Ninth Street Reno, NV 89502
Subgrant Period: April 1, 2015 through March 31, 2017.	Subgrantee's: EIN: <u>88-6000138</u> Vendor #: <u>T41107900</u> Dun & Bradstreet: <u>73-786-998</u>

Purpose of Award: Conduct onsite assessments of facilities to identify deficiencies and corrective actions for infection control practices

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

Approved Budget Categories:

1. Personnel	\$ <u>301,448</u>
2. Travel	\$ <u>598</u>
3. Operating	\$ <u>-</u>
4. Equipment	\$ <u>-</u>
5. Contractual/Consultant	\$ <u>24,000</u>
6. Training	\$ <u>-</u>
7. Other	\$ <u>-</u>
8. Administrative Costs	\$ <u>48,907</u>
Total Cost:	\$ <u>374,953</u>

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 **\$374,953.00** during the subgrant period.

Source of Funds:	% of Funds:	CFDA:	Federal Grant #:
1. Centers for Disease Control and Prevention	100%	93.815	3U50CK000419-01S2

- 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

	Signature	Date
Washoe County Health District		
Judy DuMonte Program Manager, ELC		
Mary Wherry Deputy Administrator		
for Marta E. Jensen Acting Administrator, Division of Public & Behavioral Health		