



WASHOE COUNTY

"Dedicated To Excellence in Public Service"

www.washoecounty.us

STAFF REPORT

BOARD MEETING DATE: August 23, 2016

CM/ACM JS
Finance DN

DATA LA

Risk Mgt. —

HR ---

Grants Mgt. —

DATE: August 1, 2016

TO: Board of County Commissioners

FROM: Nancy Kerns Cummins, Fiscal Compliance Officer
775-328-2419, nkcummins@washoecounty.us

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

SUBJECT: Approve amendments totaling an increase of [\$1,196.30] in both revenue and expense to the FY17 Fetal Infant Mortality Review (FIMR) Program IO 11176; and if approved, direct the Comptroller's office to make the appropriate budget amendments. (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 Health District's Community and Clinical Health Services Division received a Notice of Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health on June 17, 2016 to support the Fetal Infant Mortality Review (FIMR) Program. The funding period is retroactive to July 1, 2016 and extends through June 30, 2017. A copy of the first page of the Award is attached.

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

PREVIOUS ACTION

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

BACKGROUND/GRANT AWARD SUMMARY

Project/Program Name: Maternal and Child Health- Fetal Infant Mortality Review Program

Scope of the Project: The application included the following objectives: conduct a community-based Fetal Infant Mortality Review (FIMR) Program based on Division of Public and

AGENDA ITEM # 5.C.

Behavioral Health Maternal and Child Health Program guidelines; develop periodic local summary report of findings and recommendations that address the identified contributing factors leading to fetal and infant deaths. The Subgrant provides funding for personnel, local travel, operating supplies, educational supplies, incentives for home interviews (gift cards) and indirect expenditures.

Benefit to Washoe County Residents: This Award supports the Fetal Infant Mortality Review (FIMR) Program by looking at a variety of factors that affect the health of the mother, fetus and infant to learn more about how to reduce fetal and infant mortality.

On-Going Program Support: The Health District anticipates receiving continuous funding to support the Fetal Infant Mortality Review (FIMR) Program.

- Award Amount:** \$62,284.00
Grant Period: July 1, 2016 – June 30, 2017
Funding Source: Federal MCH Block Grant and State General Funds
Pass Through Entity: State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health
CFDA Number: 93.994
Grant ID Number: B04MC28112 through 9/30/16; B04MC29352 after 9/30/16
Match Amount and Type: No match required.
Sub-Awards and Contracts: No Sub-Awards or contracts are anticipated.

FISCAL IMPACT

The FY17 budget was adopted with \$55,425.70 in expenditures. The total award amount is \$62,284.00 (\$56,622 direct and \$5,662 indirect). A budget amendment in the amount of \$1,196.30 is necessary to bring the Notice of Subgrant Award into alignment with the adopted budget.

Should the Board approve these budget amendments, the adopted FY 17 budget will need to be amended as follows:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11176 -431100	Federal Revenue	\$ 892.83
-432100	State Revenue	\$ 303.47
	Total Revenue	\$ 1,196.30
2002-IO-11176 -701412	Salary Adjustment	\$ 1,865.61
-710300	Operating Supplies	\$ 419.72
-710360	Postage	\$ (150.00)
-710502	Printing	\$ (909.03)
-710508	Telephone	\$ (342.00)
-710512	Auto Expense	\$ 312.00
	Total Expenditures	\$ 1,196.30

RECOMMENDATION

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of [\$1,196.30] in both revenue and expense to the FY17 Fetal Infant Mortality Review (FIMR) Program IO 11176; and if approved, direct the Comptroller's office to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to approve amendments totaling an increase of [\$1,196.30] in both revenue and expense to the FY17 Fetal Infant Mortality Review (FIMR) Program IO 11176; and if approved, direct the Comptroller's office to make the appropriate budget amendments."



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

HD #: 14923
 Budget
 Account: 3222
 Category: 15
 GL: 8503
 Job Number: 9399414/GFUND

NOTICE OF SUBGRANT AWARD

Program Name: Maternal and Child Health Program Bureau of Child, Family and Community Wellness		Subgrantee Name: Washoe County Health District	
Address: 4150 Technology Way, Suite 210 Carson City, NV 89706-2009		Address: P.O. Box 11130 Reno, NV Zip 89520	
Subgrant Period: July 1, 2015 through June 30, 2016.		Subgrantee's: EIN: <u>88-6000138</u> Vendor #: <u>T40283400</u> Dun & Bradstreet: <u>73-786-996</u>	
Purpose of Award: To conduct a community-based Fetal Infant Mortality Review (FIMR) Program and develop reports of findings and recommendations to address contributing factors to fetal and infant deaths.			
Region(s) to be served: <input checked="" type="checkbox"/> Statewide <input type="checkbox"/> Specific county or counties:			
Approved Budget Categories:		Disbursement of funds will be as follows:	
1. Personnel	\$ <u>51,001.00</u>	Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures <i>specific to this subgrant</i> . Total reimbursement will not exceed \$59,721.00 during the subgrant period.	
2. Travel	\$ <u>439.00</u>		
3. Operating	\$ <u>3100.00</u>		
4. Equipment	\$ <u> </u>		
5. Contractual/Consultant	\$ <u> </u>		
6. Training	\$ <u> </u>		
7. Other	\$ <u>5181.00</u>		
Total Cost:	\$ <u>59,721.00</u>		
Source of Funds:		% of Funds:	CFDA:
1. MCH Block Grant – Federal		57%	93.994
2. State General Fund		43%	n/a
			Federal Grant #:
			B04MC26680
			n/a
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 Confidentiality Addendum			
Kevin Dick, Health Officer Washoe County Health District		Signature	Date 7/9/15
Laura A Valentine Program Manager, MCH Title V			7/7/15
Christine Mackie Bureau Chief, BCFCW			7/7/15
for Marta E. Jensen, Acting Administrator, Division of Public & Behavioral Health			