



WASHOE COUNTY

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| | | |
|-----------|--------|---|
| | CM/ACM | ✓ |
| Finance | ✓ | |
| DA | ✓ | |
| Risk Mgt. | — | |
| HR | — | |
| Other | — | |

STAFF REPORT BOARD MEETING DATE: June 28, 2016

DATE: May 18, 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 [\$2,727] to the AFDO – FDA/WAFDO Training Grant, IO 11307; 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 Environmental Health Services Division received an Award from AFDO to provide for staff training. A copy of the first page of the award notification announcement 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.

BACKGROUND/GRANT AWARD SUMMARY

Project/Program Name: Food Program FDA/WAFDO Training

Scope of the Project: Allow Food Program staff to attend FDA and WAFDO training

Benefit to Washoe County Residents: Training will provide staff with up-to-date technical information and an opportunity to learn best practices from other agencies on how to implement FDA Retail Standards. Implementation of FDA Retail Standards has been shown to reduce food outbreaks.

On-Going Program Support: Grant will support a one-time project and ongoing funding is not necessary.

Award Amount: \$3,000

Grant Period: July 1, 2016 – September 23, 2016
Funding Source: United States Food and Drug Administration (FDA)
Pass Through Entity: Association of Food and Drug Officials (AFDO)
CFDA Number: 93.103
Grant ID Number: G-T-1510-03158
Match Amount and Type: No match required
Sub-Awards and Contracts: No Sub-Awards are anticipated.

FISCAL IMPACT

The FY17 budget does not include any funding for this grant. The total grant award is \$3,000 and a budget amendment in the amount of \$2,727 is necessary to bring the Award into alignment with the program budget. No amendment is necessary for indirect revenue and expenditures of \$273 which is 9.1% of the total award. Funds will be drawn down as reimbursement to expenditures.

Should the Board accept this grant award and approve these budget amendments, the adopted FY17 budget will be increased by \$2,727 in both revenue and expenditure in the following accounts:

| <u>Account Number</u> | <u>Description</u> | <u>Amount of Increase/(Decrease)</u> |
|-----------------------|--------------------------------|--------------------------------------|
| 2002-IO-11307 | -431100 Federal Revenue | \$2,727 |
| | Total Revenue | \$2,727 |
| 2002-IO-11307 | -710509 Seminars and Meetings | \$ 300 |
| | -711210 Travel | \$2,427 |
| | Total Expenditures | \$2,727 |

RECOMMENDATION

It is recommended that the Board of County Commissioners approve amendments totaling an increase of [\$2,727] to the AFDO – FDA/WAFDO Training Grant, IO 11307; and if approved direct the Comptroller’s 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 [\$2,727] to the AFDO – FDA/WAFDO Training Grant, IO 11307; and if approved direct the Comptroller’s office to make the appropriate budget adjustments”

From: Macaluso, Tony
To: Dixon, Erin P.; McNinch, Dave; English, Amber E.; Sack, Bob
Subject: FW: Retail Program Standards Grant: CONGRATULATIONS
Date: Tuesday, November 24, 2015 8:00:43 AM

From: FDA & AFDO Retail Program Standards [mailto:do-not-reply.grants07-us-east-1@fluxx.io]
Sent: Friday, November 20, 2015 7:34 PM
To: Macaluso, Tony
Cc: daniel.lukash@fda.hhs.gov; catherine.hosman@fda.hhs.gov
Subject: Retail Program Standards Grant: CONGRATULATIONS

Dear anthony macaluso:

Congratulations! We are happy to inform you that we have approved your grant submission for the following project: FDA Pacific Region Retail Food Seminar/WAFDO Training, in the amount of \$3,000.00. Your project has been assigned the following tracking number: G-T-1510-03158.

Please use your previously assigned username and password to log into the grant portal at <https://retailstandards.fluxx.io/> for details of this award, including the official Grant Award letter.

Please refer to our homepage at <http://afdo.org/retailstandards> for complete grant guidance information, which was updated on 11-20-2015 to provide additional clarification on costs that cannot be reimbursed (see the Non-Allowable Costs section on pages 4-5 of the Year 3 Grant Guidance).

Please note, the Catalog of Federal Domestic Assistance (CFDA) number for this United States Food and Drug Administration grant, awarded to the Association of Food and Drug Officials (AFDO) on 9/11/2013, is 93.103. Your grant is considered a subaward under this AFDO grant.

If you have additional questions, or need any additional information, please contact us at: 850-583-4593 or retailstandards@afdo.org.

Sincerely,

The Retail Program Standards Grant Team