



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: April 16, 2025

SUBJECT: Approval to accept a NEHA-FDA 2025 Track 3 Maintenance and Advancement Base and Training add-on grant, Document No. 2025-360

RECOMMENDED MOTION:

Move approval to accept a NEHA-FDA 2025 Track 3 Maintenance and Advancement Base and Training add-on grant, Document No. 2025-360.

BACKGROUND AND POLICY IMPLICATIONS:

On November 6, 2024, Deschutes County Health Services (DCHS) received approval from the Board of County Commissioners (BOCC) to apply for the National Environmental Health Association (NEHA) – U.S. Food and Drug Administration (FDA) grants to advance conformance with the Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards) DCHS is seeking approval to accept the \$51,500 awarded.

DCHS was awarded \$51,500 in funding for the years 2023 and 2024. For the 2025 grant cycle, the application process changed, requiring only two applications and the opportunity to apply for three years of funding for certain grant options. In total DCHS applied for \$385,500 but was awarded \$51,500 as follows:

- Year 1 (April 1, 2025 – March 31, 2026) \$21,500
- Year 2 (April 1, 2026 – March 31, 2027) \$15,000
- Year 3 (April 1, 2027 – March 31, 2028) \$15,000

Track 3 Development Base Grant: Awarded \$48,000; applied for \$48,000, \$15,000/year and \$3,000 for an updated self-assessment in year 1. This funding will allow DCHS Environmental Health (EH) to continue work on incrementally meeting the Retail Program Standards which define what constitutes a highly effective and responsive program for the regulation of foodservice and retail food establishments.

Capacity Building Grant: Awarded \$0, applied for \$300,000 for a three-year term to support approximately 50% of personnel costs for a current 1.0 full-time equivalent Public Health position. According to the award document the Capacity Building component of this grant was not funded due to limited funds.

Mentorship Grant: Awarded \$0; applied for \$10,000. Due to an overall funding reduction, NEHA-FDA Mentee awards are limited to Track 1 applicants only. As a Track 3 applicant, DCHS was not awarded funding in this category.

Training Grant: Awarded \$3,500; applied for \$7,500. The reduced grant award will allow for only one staff member to travel to the NEHA Annual Education Conference in Phoenix, Arizona in July 2025.

Special Projects Grant: Awarded \$0; applied for \$20,000 to establish a Voluntary Recognition Program for Food Recovery partners to promote waste reduction techniques. According to an email from NEHA-FDA, the project was not funded due to unexpected and significant funding cuts to the program for 2025.

BUDGET IMPACTS:

\$51,500 revenue; \$21,500 for calendar year 2025 and \$15,000 each for calendar years 2026 and 2027.

ATTENDANCE:

Emily Horton, Public Health Program Manager
Adrea Albin, Environmental Health Supervisor