TO: **SOUTHERN NEVADA DISTRICT BOARD OF HEALTH** **DATE:** **November 19, 2026**

RE: *Approval of the Amendment A01 to Interlocal Agreement between the Southern Nevada Health District and the Washoe County Regional Medical Examiner's Office (WCRMEO)*

PETITION #12-27

That the Southern Nevada District Board of Health *approve the Amendment A01 to Interlocal Service Agreement C2600055, between the Southern Nevada Health District and the Washoe County Regional Medical Examiner's Office (WCRMEO) to collaborate on the registry and prevention of sudden unexpected infant death (SUID) and sudden death in the young (SDY).*

PETITIONERS:

Cassius Lockett, PhD, *District Health Officer*
Victoria Burris, MPH, *Acting Director of Disease Surveillance and Control* VB
Ying Zhang, PhD, *Epidemiology Manager* YZ

DISCUSSION:

This is an agreement to collaborate with and support WCRMEO in the registry and prevention of sudden unexpected infant death and sudden deaths in the young in Nevada.

FUNDING:

This agreement will provide funding in the amount not to exceed $13,650 to the WCRMEO for their collaboration on the SUID/SDY project. This is pass through funding from SNHD supported by federal grant dollars, CDC SUID/SDY Federal Grant# NU58DP007684.

AMENDMENT A01 TO
INTERLOCAL AGREEMENT FOR
PROFESSIONAL SERVICES
BETWEEN
SOUTHERN NEVADA HEALTH DISTRICT
AND
WASHOE COUNTY, NEVADA ON BEHALF OF ITS
REGIONAL MEDICAL EXAMINER'S OFFICE
C2600055

THIS AMENDMENT A01 IS MADE WITH REFERENCE TO Interlocal Agreement for Professional Services ("Agreement"), Effective Date September 30, 2025, by and between the Southern Nevada Health District ("Health District") and Washoe County, Nevada on behalf of its Regional Medical Examiner's Office ("Contractor") (individually "Party" collectively "Parties").

WHEREAS, the Parties mutually desire to extend the Term of the Agreement and add funds.

NOW THEREFORE, pursuant to Subsection 1.05 of the Agreement, the Parties mutually agree to amend the Agreement as follows:

1) The fifth paragraph on the first page of the Agreement is hereby deleted in its entirety and replaced with the following:

   WHEREAS, Health District is the sub-recipient of federal funds by the Centers for Disease Control ("CDC"), which is an operating division of the U.S. Department of Health and Human Services ("HHS"), Federal Award Identification Number ("FAIN") NU58DP007684, CFDA Number 93.946, program entitled Cooperative Agreements to Support State-Based Safe Motherhood and Infant Health Initiative Programs, awarded September 24, 2025 and August 31, 2026, with a total amount awarded to Health District of $1,036,627 (the "Grant"); and

2) The first paragraph in Section 1, Term, Termination, and Amendment, is hereby amended to extend the end date of the Agreement through September 29, 2027.

3) Section 2, Incorporated Documents, is hereby deleted in its entirety and replaced with the following:

   2. INCORPORATED DOCUMENTS. The Services to be performed and the consideration therefore are specifically described in the below referenced documents which are listed below and attached hereto and expressly incorporated by reference herein:

      ATTACHMENT A-A01: SCOPE OF WORK
      ATTACHMENT B-A01: PAYMENT
      ATTACHMENT C: ADDITIONAL GRANT INFORMATION AND REQUIREMENTS

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4) The total not-to-exceed amount of the Agreement is increased by $7,000, from $6,650 to $13,650. Section 3, Compensation, is hereby deleted in its entirety and replaced with the following:

    3. COMPENSATION. Contractor shall complete the Services in a professional and timely manner consistent with the Scope of Work outlined in Attachment A-A01. Contractor will be reimbursed for expenses incurred as provided in Attachment B-A01: Payment. The total not-to-exceed amount of this Agreement is $13,650. This project is supported by the federal Grant described on the first page of this Agreement in the amount of $13,650; this accounts for 100% of the total funding of this Agreement.

5) Attachment A, Scope of Work, is hereby deleted in its entirety and replaced by Attachment A-A01, which is attached hereto and is expressly incorporated by reference herein.

6) Attachment B, Payment, is hereby deleted in its entirety and replaced by Attachment B-A01, which is attached hereto and is expressly incorporated by reference herein.

This Amendment A01 is effective as of the date of the last signature affixed hereto.

Except as expressly provided in this Amendment A01, all the terms and provisions of the Agreement are and will remain in full force and effect and are hereby ratified and confirmed by the Parties.

[SIGNATURE PAGE TO FOLLOW]

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BY SIGNING BELOW, the Parties hereto have approved and executed this Amendment A01 to Agreement C2600055.

SOUTHERN NEVADA HEALTH DISTRICT

By: _____
Cassius Lockett, PhD, MS
District Health Officer
Health District UEI: ND67WQ2LD8B1

Date: _____

WASHOE COUNTY, NEVADA ON BEHALF OF ITS REGIONAL MEDICAL EXAMINER'S OFFICE

By: _____
Laura Knight
Medical Examiner
Washoe County, Nevada on Behalf of Its Regional Medical Examiner's Office
UEI: GPR1NY74XPQ5

Date: _____

APPROVED AS TO FORM:
This document is approved as to form.
Signature to be affixed after approval by
Southern Nevada District Board of Health.
By: _____
Edward Wynder, Esq.
Associate General Counsel
Southern Nevada Health District

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ATTACHMENT A-A01
SCOPE OF WORK

A. Contractor will participate in the following activities **from September 30, 2026 through September 29, 2027** ("Period of Performance"):

A.1 **Goal 1; <u>Component A</u>:** Abstraction of SUID Deaths as Prescribed by the CDC:

<u>Objective</u>	**<u>Activities</u>**	**<u>Due Date</u>**	**<u>Documentation Needed</u>**
1. Ensure all deaths for decedents under 19 years in age continue to be referred to state and local Child Death Review Teams ("CDRTs")	Send notification of all deaths to CDRTs Provide Death Certificate & Investigative Summary to CDRTs	Monthly	Death Certificate Information Sheet Investigative Summary/Report Medical Examiner Reports
2. Participate in regularly scheduled calls/meetings to discuss SUID/SDY death data, trends, outcomes, and workflow processes	Attend scheduled Child Death Reviews for Washoe County Compile reports on data extraction barriers and provide to the Health District's SUID/SDY program coordinator to assist in resolution	As scheduled	Meeting minutes Agendas Medical Examiner Reports

A.2 **Goal 2; <u>Component B</u>:** Abstraction of SDY Deaths as prescribed by the CDC:

<u>Objective</u>	**<u>Activities</u>**	**<u>Due Date</u>**	**<u>Documentation Needed</u>**
1. Ensure all SDY deaths for decedents under 19 years in age continue to be referred to Advanced Child Death Review Team	Provide Death Certificate & Investigative Summary to Health District	Quarterly	Death Certificate Information Sheet Investigative Summary/Report Medical Examiner Reports

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2. Obtain contact information from the families of SDY decedents	Contact families regarding consent. Document family history and specific questions as related to unexpected death and heart conditions.	Quarterly	Copy of consent forms
3. Send specimens for genetic testing	Ensure timely collection and submission for genetic testing. Contractor shall ensure its protocols comply with CDC SUID/SDY autopsy requirements. Biospecimens are collected by pathologists.	Within 30 days of consent	Proof of shipment
4. Participate in regularly scheduled calls/meetings to discuss SUID/SDY death data, trends, outcomes, and workflow processes	Attend quarterly Advanced Death Review Compile reports on data extraction barriers and provide to Health District's SUID/SDY program coordinator to assist in resolution. Assist with recruitment of specialists for the Advanced Review Team when possible.	Quarterly	Meeting minutes Agendas Medical Examiner Reports

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B. Pursuant to 2 CFR 200.303, Contractor will:

B.1 Establish and maintain effective internal controls over funding and activities related to this Agreement;

B.2 Maintain documentation supporting compliance and control measures;

B.3 Ensure compliance with federal statutes, regulations, this Agreement, and Grant terms;

B.4 Align internal controls with standards such as those issued by the Committee of Sponsoring Organizations of the Treadway Commission or the Standards for Internal Control in the Federal Government issued by the Comptroller General of the United States;

B.5 Conduct risk assessments to identify and mitigate potential issues;

B.6 Regularly monitor and review internal controls for effectiveness; and

B.7 Upon request, provide Health District with documented evidence of internal controls.

B.8 Prepare and submit programmatic reports as requested by Health District.

B.9 Work with Health District staff to ensure proper close out of Period of Performance.

C. Contractor will participate in the following activities **from September 30, 2025 through September 29, 2026** ("Period of Performance"):

C.1 **Goal 1; Component A:** Abstraction of SUID Deaths as Prescribed by the CDC:

Objective	**Activities**	**Due Date**	**Documentation Needed**
1. Ensure all deaths for decedents under 19 years in age continue to be referred to state and local Child Death Review Teams ("CDRTs")	Send notification of all deaths to CDRTs Provide Death Certificate & Investigative Summary to CDRTs	Monthly	Death Certificate Information Sheet Investigative Summary/Report Medical Examiner Reports
2. Participate in regularly scheduled calls/meetings to discuss SUID/SDY death data, trends, outcomes, and workflow processes	Attend scheduled Child Death Reviews for Washoe County Compile reports on data extraction barriers and provide to the Health District's SUID/SDY program coordinator to assist in resolution	As scheduled	Meeting minutes Agendas Medical Examiner Reports

C.2 **Goal 2; Component B:** Abstraction of SDY Deaths as prescribed by the CDC:

Objective	**Activities**	**Due Date**	**Documentation Needed**
1. Ensure all SDY deaths for decedents under 19 years in age continue to be referred to Advanced Child Death Review Team	Provide Death Certificate & Investigative Summary to Health District	Quarterly	Death Certificate Information Sheet Investigative Summary/Report Medical Examiner Reports

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2. Obtain contact information from the families of SDY decedents	Contact families regarding consent. Document family history and specific questions as related to unexpected death and heart conditions.	Quarterly	Copy of consent forms
3. Send specimens for genetic testing	Ensure timely collection and submission for genetic testing. Contractor shall ensure its protocols comply with CDC SUID/SDY autopsy requirements. Biospecimens are collected by pathologists.	Within 30 days of consent	Proof of shipment
4. Participate in regularly scheduled calls/meetings to discuss SUID/SDY death data, trends, outcomes, and workflow processes	Attend quarterly Advanced Death Review Compile reports on data extraction barriers and provide to Health District's SUID/SDY program coordinator to assist in resolution. Assist with recruitment of specialists for the Advanced Review Team when possible.	Quarterly	Meeting minutes Agendas Medical Examiner Reports

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D. Pursuant to 2 CFR 200.303, Contractor will:

D.1 Establish and maintain effective internal controls over funding and activities related to this Agreement;

D.2 Maintain documentation supporting compliance and control measures;

D.3 Ensure compliance with federal statutes, regulations, this Agreement, and Grant terms;

D.4 Align internal controls with standards such as those issued by the Committee of Sponsoring Organizations of the Treadway Commission or the Standards for Internal Control in the Federal Government issued by the Comptroller General of the United States;

D.5 Conduct risk assessments to identify and mitigate potential issues;

D.6 Regularly monitor and review internal controls for effectiveness; and

D.7 Upon request, provide Health District with documented evidence of internal controls.

D.8 Prepare and submit programmatic reports as requested by Health District.

D.9 Work with Health District staff to ensure proper close out of Period of Performance.

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ATTACHMENT B-A01
PAYMENT

A. Total Not-to-Exceed amount available for reimbursement to Contractor of **$7,000 from September 30, 2026 through September 29, 2027**.

A.1 Contractor will bill for Services actually provided up to the Not-to-Exceed Amount per Approved Budget Category ("Category") as detailed below. If ten percent or more of the awarded Grant funds are moved from one Category to another Category, prior written Health District approval is required.

Component A **Category: Operating**	
Cardiac pathology testing for SUID cases. 3 tests X $1,000 per test (Health District Reference SUIDA).	$3,000
Viral/bacterial infection testing for SUID cases. 5 tests X $400 per test (Health District Reference SUIDA).	$2,000
Total Not-to-Exceed Amount:	**$5,000**

Component B **Category: Operating**	
Genetic testing for SDY-consented deaths. 5 tests X $400 per test (Health District Reference SUIDB).	$2,000
Total Not-to-Exceed Amount:	**$2,000**

A.2 Payments shall be based on approved Contractor invoices submitted in accordance with this Agreement. No payments shall be made in excess of the total Not-to-Exceed amount for this Agreement.

A.3 Contractor will not bill more frequently than monthly for the term of the Agreement. The invoice will itemize specific costs incurred for each allowable item as agreed upon by the Parties.

(a) Backup documentation including, but not limited to invoices, receipts, monthly reports, proof of payments or any other documentation requested by Health District is required, and shall be maintained by Contractor in accordance with cost principles applicable to this Agreement.

(b) Contractor invoices shall be signed by Contractor's official representative, and shall include a statement certifying that the invoice is a true and accurate billing.

(c) Contractor is aware that provision of any false, fictitious, or fraudulent information and/or the omission of any material fact may subject it to criminal, civil, and/or administrative penalties.

(d) Cost principles contained in Uniform Guidance 2 CFR Part 200, Subpart E, shall be used as criteria in the determination of allowable costs.

A.4 Contractor may submit its Requests for Reimbursement ("RFR(s)") less often than monthly, provided adequate time is allowed for the Health District to review and process each RFR. In the event Contractor elects to submit RFRs less often than monthly, it will observe the following specific deadlines when submitting RFRs:

(a) Contractor's RFR for period September 30, 2026 through June 30, 2027 must be submitted in its entirety to Health District no later than July 10, 2027. Contractor's failure to timely submit this RFR on or before July 10, 2027 with the inclusion of all expenses incurred before June 30, 2027 may result in non-reimbursement for unincluded expenses.

(b) Contractor's "Final" RFR for period September 30, 2026 through September 29, 2027 must be submitted to Health District no later than October 15, 2027.

A.5 Contractor will not be eligible for compensation for Services provided before or after the date range specified in Paragraph A above, unless express written authorization to bill for such Services is received from Health District.

A.6 Health District shall not be liable for interest charges on late payments.

A.7 In the event items on an invoice are disputed, payment on those items will be held until the dispute is resolved. Undisputed items will not be held.

B. Total Not-to-Exceed amount available for reimbursement to Contractor of **$6,650 from September 30, 2025 through September 29, 2026**.

B.1 Contractor will bill for Services actually provided up to the Not-to-Exceed Amount per Approved Budget Category ("Category") as detailed below. If ten percent or more of the awarded Grant funds are moved from one Category to another Category, prior written Health District approval is required.

Category: Operating	
Cardiac pathology testing for SUID cases. 3 tests X $1,000 per test (Health District Reference SUIDA).	$3,000
Viral/bacterial infection testing for SUID cases. 5 tests X $380 per test (Health District Reference SUIDA).	$1,900
Genetic testing for SDY-consented deaths. 5 tests X $350 per test (Health District Reference SUIDB).	$1,750
Total Not-to-Exceed Amount:	**$6,650**

B.2 Payments shall be based on approved Contractor invoices submitted in accordance with this Agreement. No payments shall be made in excess of the total Not-to-Exceed amount for this Agreement.

B.3 Contractor will not bill more frequently than monthly for the term of the Agreement.

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The invoice will itemize specific costs incurred for each allowable item as agreed upon by the Parties.

(a) Backup documentation including, but not limited to invoices, receipts, monthly reports, proof of payments or any other documentation requested by Health District is required, and shall be maintained by Contractor in accordance with cost principles applicable to this Agreement.

(b) Contractor invoices shall be signed by Contractor's official representative, and shall include a statement certifying that the invoice is a true and accurate billing.

(c) Contractor is aware that provision of any false, fictitious, or fraudulent information and/or the omission of any material fact may subject it to criminal, civil, and/or administrative penalties.

(d) Cost principles contained in Uniform Guidance 2 CFR Part 200, Subpart E, shall be used as criteria in the determination of allowable costs.

B.4 Contractor may submit its Requests for Reimbursement ("RFR(s)") less often than monthly, provided adequate time is allowed for the Health District to review and process each RFR. In the event Contractor elects to submit RFRs less often than monthly, it will observe the following specific deadlines when submitting RFRs:

(a) Contractor's RFR for period September 30, 2025 through June 30, 2026 must be submitted in its entirety to Health District no later than July 10, 2026. Contractor's failure to timely submit this RFR on or before July 10, 2026 with the inclusion of all expenses incurred before June 30, 2026 may result in non-reimbursement for unincluded expenses.

(b) Contractor's "Final" RFR for period July 1, 2026 through September 30, 2026 must be submitted to Health District no later than October 15, 2026.

B.5 Contractor will not be eligible for compensation for Services provided before or after the date range specified in Paragraph B above, unless express written authorization to bill for such Services is received from Health District.

B.6 Health District shall not be liable for interest charges on late payments.

B.7 In the event items on an invoice are disputed, payment on those items will be held until the dispute is resolved. Undisputed items will not be held.

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