

## Carey, Elisabeth

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**From:** Gleason, Laurie  
**Sent:** Friday, November 14, 2025 12:52 PM  
**To:** HSA-BookkeepingMain  
**Cc:** Peters, Catrina; HSA – Fund 223  
**Subject:** FW: Civitas Amendment  
**Attachments:** FY26\_Civitas CoC\_Am #5\_FULLLY.pdf

Good afternoon,

Can you please establish new lines on Civitas, LLC's PO 6500004579 for the attached Amendment #5? The coding should be:

- IO 12518, GL 710100 in the amount of \$6,000.00
- IO 12566, GL 710100 in the amount of \$60,550.00

Please note that I have requested line 14 to be closed since that funding and period of performance has expired.

Sincerely,



**Laurie Gleason**

**Fiscal Cost Allocation Officer | Human Services Agency**

[lgleason@washoecounty.gov](mailto:lgleason@washoecounty.gov) | Cell: 775.221.5107 | Fax: 775.785.5639

350 S. Center Street, Reno, NV 89501

Supervisor: [Brandi Johnson](#), Human Services Coordinator

Work Hours: Mon through Tues 7:30am to 4:30pm; Wed 7:30 am to 11:30

am;

Thurs through Fri 7:30am to 4:30pm



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**From:** Peters, Catrina

**Sent:** Wednesday, November 12, 2025 5:37 PM

**To:** Gleason, Laurie  
**Cc:** HSA – Fund 223 ; Soulam, Lauren  
**Subject:** RE: Civitas Amendment

Hello,

Can we put \$6,000 towards FY 24 CoC CE grant (IO 12518) and the rest towards the CoC planning grant?

Thanks,



Catrina Peters MS, MBA  
**Human Services Coordinator**  
**Human Services Agency**  
Pronouns: she, her, hers  
[cpeters@washoecounty.gov](mailto:cpeters@washoecounty.gov)  
Cell: 775-530-9772  
350 S. Center Street Reno NV 89501  
M-Thur 8-5 F 8-12

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**From:** Gleason, Laurie <[LGleason@washoecounty.gov](mailto:LGleason@washoecounty.gov)>  
**Sent:** Wednesday, November 12, 2025 10:12 AM  
**To:** Peters, Katrina <[CPeters@washoecounty.gov](mailto:CPeters@washoecounty.gov)>  
**Cc:** HSA – Fund 223 <[HSA-Fund223@washoecounty.gov](mailto:HSA-Fund223@washoecounty.gov)>; Soulam, Lauren <[LSoulam@washoecounty.gov](mailto:LSoulam@washoecounty.gov)>  
**Subject:** FW: Civitas Amendment  
**Importance:** High

Hi Katrina,

Please provide the allocation for the \$66,550 for the period of October 27, 2025, through October 26, 2026. Amendment #3's allocation of \$80,185.00 (\$57,203.50 in FY26) has expired as of October 26, 2025. Amendment #4 was to pass on the federal clauses to Civitas since grant funding has been utilized.

Sincerely,



**Laurie Gleason**

**Fiscal Cost Allocation Officer | Human Services Agency**

[lgleason@washoecounty.gov](mailto:lgleason@washoecounty.gov) | Cell: 775.221.5107 | Fax: 775.785.5639

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am;

Thurs through Fri 7:30am to 4:30pm



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**From:** Soulam, Lauren <[LSoulam@washoecounty.gov](mailto:LSoulam@washoecounty.gov)>

**Sent:** Monday, November 10, 2025 11:26 AM

**To:** Erickson, Gayle J. <[GErickson@washoecounty.gov](mailto:GErickson@washoecounty.gov)>

**Cc:** Gleason, Laurie <[LGleason@washoecounty.gov](mailto:LGleason@washoecounty.gov)>

**Subject:** Civitas Amendment

Hi Gayle-

Attached is an amendment extending the Civitas agreement. Please add a new PO line.

Thank you!



**Lauren Soulam**

**Program Coordinator | Human Services Agency**

[lsoulam@washoecounty.gov](mailto:lsoulam@washoecounty.gov) | Phone: 775.337.4545 | Fax: 775.785.5640

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