

Division of Public Health

Agreement Addendum

FY 23-24

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Guilford County Department of Health and Human
Services – Division of Public Health

Local Health Department Legal Name

117 Public Health Infrastructure: Local Workforce
Development

Activity Number and Description

06/01/2023 – 05/31/2024

Service Period

07/01/2023 – 06/30/2024

Payment Period

- ☒ Original Agreement Addendum
☐ Agreement Addendum Revision # _____

Local and Community Support Section

DPH Section / Branch Name

Stacie Turpin Saunders, 919-707-5101
stacie.turpinsaunders@dhhs.nc.gov

DPH Program Contact

(name, phone number, and email)

DPH Program Signature

(only required for a negotiable Agreement Addendum)

Date

I. **Background:**

The pandemic emphasized the critical importance of a robust public health system. Public health departments need to continue their response work, apply lessons learned, and prepare for future public health emergencies. The pandemic accentuated long-standing weaknesses and created new challenges to the public health infrastructure. This Centers for Disease Control and Prevention (CDC) funding, awarded to the North Carolina Division of Public Health for a five-year period ending October 31, 2027, recognizes a history of underinvestment in the public health system and the foundational services it provides.

The Foundational Public Health Services (FPHS) framework was developed in 2013 to define a minimum package of core public health services areas that no public health jurisdiction can be without. The FPHS framework outlines the unique responsibilities of governmental public health and the vital role of governmental public health in a thriving community. These foundational service areas are core functions of local health departments and include 1) preventing the spread of communicable disease, 2) ensuring food, air, and water quality are safe, 3) supporting maternal and child health, 4) improving access and linkages to clinical care services, and 5) preventing chronic disease and injury. In addition to these foundational services, public health departments provide local protections and services unique to their community's needs.

Foundational Capabilities are the cross-cutting skills, knowledge, and practice needed in order to support and provide core public health functions, programs, and activities which are key to ensuring opportunities for health, promoting wellbeing and achieving health outcomes across a community. (<https://phnci.org/uploads/resource-files/FPHS-Factsheet-2022.pdf>)

DocuSigned by:

Victor Isler 5/10/2023 | 8:34 AM EDT

DocuSigned by:

Stacie Turpin

5/8/2023 | 2:03 PM EDT

Health Director Signature (use blue ink or verifiable digital signature)

Date

LHD to complete:

[For DPH to contact in case
follow-up information is needed.]

LHD program contact name:

Louise Baldwin - Agency Business Manager

Phone and email address:

lbaldwi@guilfordcountync.gov 336-641-6364

Signature on this page signifies you have read and accepted all pages of this document.

Template rev. July 2022

Funding is distributed to each individual local health department based on county population, social vulnerability, and equity indices.

II. **Purpose:**

This funding is to help meet the short-term critical infrastructure needs and to make strategic investments which will have lasting effects on local public health departments in North Carolina. This funding will support the foundational capabilities and the local health department workforce needed to support service areas. Investments and improvements to foundational capabilities will help rebuild and modernize public health departments, positioning local health departments to better serve their communities. The scope of workforce investment to support these foundational capabilities is wide and includes hiring, retaining, supporting, and training the workforce. Short-term outcomes will include increased hiring, training, and improvement in operational processes. Long-term outcomes will include increasing the size of the public health workforce equipped with stronger foundational capabilities in order to better serve and protect the health of communities.

III. **Scope of Work and Deliverables:**

To ensure local public health is prepared and capable to respond to the communities health needs and emerging health threats, the Local Health Department (LHD) will invest in workforce and resources to meet the foundational services areas and needs of their communities. The LHD is encouraged to utilize the North Carolina Institute for Public Health's LHD Regional Foundational Capabilities Gap Analysis reports to inform its workforce investment activities. Regional Foundational Capabilities Gap Analysis reports are available in the Smartsheet dashboard for this activity at

<https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>.

1. The LHD shall invest in one or more of these CDC-stated program areas:
 - a. **Recruit and hire new public health staff**, such as expanding recruitment efforts, creating new positions, improving hiring incentives, and creating new hiring mechanisms.
 - b. **Retain public health staff**, such as by providing retention bonuses and creating opportunities for promotion.
 - c. **Support and sustain public health staff**, such as creating or strengthening workplace well-being and resilience programs, and creating or expanding workforce engagement.
 - d. **Train new and existing public health staff**, such as creating and expanding professional development opportunities.
 - e. **Strengthen public health workforce planning, systems, processes, and policies**, such as maintaining and upgrading human resources systems, creating or improving workforce data collection, and creating or revising policies to facilitate workforce development and management.
2. The LHD shall participate in an annual assessment conducted no later than March 31, 2024 by the North Carolina Institute of Public Health to evaluate progress in addressing Foundational Capabilities.

IV. **Performance Measures / Reporting Requirements:**

1. In its first quarterly Performance Report, the LHD shall indicate its baseline number and type of current workforce positions as of June 1, 2023.
2. In each quarterly Performance Report, the LHD shall indicate in which of the CDC-stated program areas funds were invested and investment efforts including:
 - a. Number and type of positions hired

- b. Number and type of retention efforts
 - c. Number and type of staff support programs
 - d. Number and type of training opportunities
 - e. Number and type of workforce systems improvements
3. The LHD shall complete the following reports via the Smartsheet dashboard, at <https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>. All of the due dates for these reports are posted on the Smartsheet dashboard.
- a. **Monthly Financial Reports:** The monthly financial report will report on the prior month to document expenditures. The first financial report is for June 2023 and is due by July 24, 2023.
 - b. **Quarterly Performance Reports:** The quarterly performance reports will report on the service quarters and by the deadlines as indicated below:
- | <u>Service Quarter</u> | <u>Report Submission Deadline</u> |
|-------------------------------|-----------------------------------|
| June – August 2023 | September 22, 2023 |
| September – November 2023 | December 22, 2023 |
| December 2023 – February 2024 | March 22, 2024 |
| March – May 2024 | June 24, 2024 |

V. Performance Monitoring and Quality Assurance:

The Local and Community Support Section's LHD Liaison will monitor the Local Health Department's performance by reviewing the financial reports monthly and the performance reports quarterly, as received from the LHD through Smartsheet.

If the LHD is deemed out of compliance with deliverables, the program staff shall provide technical assistance to support the LHD in meeting the deliverables.

As contracted for by the Division of Public Health (DPH), the North Carolina Institute of Public Health will conduct an annual foundational capabilities assessment of the LHD. The assessment results will be presented to the DPH Public Health Infrastructure leadership and to each LHD participating in the assessment.

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
 - b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

2. Funds may be used for reasonable program purposes including personnel, travel, supplies, and services.
3. Unallowable costs:
 - a. Research
 - b. Clinical care
 - c. Furniture or equipment
 - d. Publicity, propaganda, and lobbying:
 1. Other than for normal and recognized executive-legislative relationships, no funds may be used for publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 2. The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
 3. See Additional Requirement (AR) 12 (<https://www.cdc.gov/grants/additional-requirements/ar-12.html>) for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients.

federal award supplement	FAS Number + Reason:	1	This FAS is accompanying an AA+BE or an AA Revision+BE Revision.		
Assistance Listing Nbr + Name:		93.967	CDC's Collaboration with Academia to Strengthen Public Health		
Is award R&D?:	FAIN:	NE11OE000015	IDC rate:	n/a	Fed awd total amt: \$ 72,521,026
Fed award project description: Strengthening North Carolina's Public Health Infrastructure, Workforce, and Data Systems					
Fed awd date + awarding agency: 03-28-23 HHS, Centers for Disease Control and Prevention					

Subrecipient	Subrecipient's UEI	Federal funds from grant listed above	Total federal funds for entire Activity	Subrecipient	Subrecipient's UEI	Federal funds from grant listed above	Total federal funds for entire Activity
Alamance	F5VHYUU13NC5	\$ 505,781	\$ 505,781	Jackson	X7YWWY6ZP574	\$ 172,192	\$ 172,192
Albemarle	WAAV551PNMK3	\$ 914,772	\$ 914,772	Johnston	SYGAGEFDHYR7	\$ 588,501	\$ 588,501
Alexander	XVEEJSNY7UX9	\$ 150,127	\$ 150,127	Jones	HE3NNNUE27M7	\$ 124,467	\$ 124,467
Anson	PK8UYTSNJCC3	\$ 171,798	\$ 171,798	Lee	F6A8UC99JWJ5	\$ 256,360	\$ 256,360
Appalachian	CD7BFHB8W539	\$ 373,100	\$ 373,100	Lenoir	QKUFL37VPGH6	\$ 286,057	\$ 286,057
Beaufort	RN1SXF4DLXN6	\$ 201,741	\$ 201,741	Lincoln	UGGQGSCKBGJ5	\$ 227,415	\$ 227,415
Bladen	TLCTJWDJH1H9	\$ 205,550	\$ 205,550	Macon	LLPJBC6N2LL3	\$ 128,315	\$ 128,315
Brunswick	MJBMLN9NJT5	\$ 410,434	\$ 410,434	Madison	YQ96F8BJYTJ9	\$ 89,997	\$ 89,997
Buncombe	W5TCDKMLHE69	\$ 684,061	\$ 684,061	MTW	ZKK5GNRNBBY6	\$ 372,841	\$ 372,841
Burke	G855APCNL591	\$ 329,871	\$ 329,871	Mecklenburg	EZ15XL6BMM68	\$ -	\$ -
Cabarrus	RDXDXNEJKJFU7	\$ 548,189	\$ 548,189	Montgomery	E78ZAJM3BFL3	\$ 176,233	\$ 176,233
Caldwell	HL4FGNJNGE97	\$ 254,518	\$ 254,518	Moore	HFNSK95F57Z8	\$ 293,828	\$ 293,828
Carteret	UC6WJ2MQMJS8	\$ 213,412	\$ 213,412	Nash	NF58K566HQM7	\$ 340,209	\$ 340,209
Caswell	JDJ7Y7CGYC86	\$ 141,559	\$ 141,559	New Hanover	F7TLT2GMEJE1	\$ 591,276	\$ 591,276
Catawba	GYUNA9W1NFM1	\$ 453,371	\$ 453,371	Northampton	CRA2KCAL8BA4	\$ 153,426	\$ 153,426
Chatham	KE57QE2GV5F1	\$ 237,243	\$ 237,243	Onslow	EGE7NBXW5JS6	\$ 520,602	\$ 520,602
Cherokee	DCEGK6HA11M5	\$ 120,938	\$ 120,938	Orange	GFFMCN9XDA53	\$ 384,477	\$ 384,477
Clay	HYKLQVNWLXK7	\$ 52,981	\$ 52,981	Pamlico	FT59QFEAU344	\$ 105,329	\$ 105,329
Cleveland	UNMUYPVL483	\$ 346,148	\$ 346,148	Pender	T11BE678U9P5	\$ 207,202	\$ 207,202
Columbus	V1UAJ4L87WQ7	\$ 264,924	\$ 264,924	Person	FQ8LFJGMABJ4	\$ 180,796	\$ 180,796
Craven	LTZ2U8LZQ214	\$ 344,667	\$ 344,667	Pitt	VZNPMLCFT5R6	\$ 532,303	\$ 532,303
Cumberland	HALND8WJ3GW4	\$ 910,798	\$ 910,798	Polk	QZ6BZPGLX4Y9	\$ 95,259	\$ 95,259
Dare	ELV6JGB11QK6	\$ 109,623	\$ 109,623	Randolph	T3BUM1CVS9N5	\$ 447,563	\$ 447,563
Davidson	C9P5MDJC7KY7	\$ 489,625	\$ 489,625	Richmond	Q63FZNTJM3M4	\$ 247,284	\$ 247,284
Davie	L8WBGLHZV239	\$ 147,912	\$ 147,912	Robeson	LKBEJQFLAAK5	\$ 517,485	\$ 517,485
Duplin	KZN4GK5262K3	\$ 294,886	\$ 294,886	Rockingham	KGCCCHJJZZ43	\$ 311,784	\$ 311,784
Durham	LJ5BA6U2HLM7	\$ 862,450	\$ 862,450	Rowan	GCB7UCV96NN6	\$ 434,537	\$ 434,537
Edgecombe	MAN4LX44AD17	\$ 264,835	\$ 264,835	Sampson	WRT9CSK1KJY5	\$ 295,150	\$ 295,150
Foothills	NGTEF2MQ8LL4	\$ 442,189	\$ 442,189	Scotland	FNVTUQGGCHM5	\$ 220,053	\$ 220,053
Forsyth	V6BGVQ67YPY5	\$ 1,008,877	\$ 1,008,877	Stanly	U86MZUYPL7C5	\$ 205,446	\$ 205,446
Franklin	FFKTRQCNM143	\$ 233,039	\$ 233,039	Stokes	W41TRA3NUNS1	\$ 139,484	\$ 139,484
Gaston	QKY9R8A8D5J6	\$ 595,762	\$ 595,762	Surry	FMWCTM24C9J8	\$ 270,785	\$ 270,785
Graham	L8MAVKQJTYN7	\$ 80,899	\$ 80,899	Swain	TAE3M92L4QR4	\$ 119,064	\$ 119,064
Granv-Vance	MGQJKK22EJB3	\$ 476,021	\$ 476,021	Toe River	JUA6GAUQ9UM1	\$ 171,351	\$ 171,351
Greene	VCU5LD71N9U3	\$ 194,586	\$ 194,586	Transylvania	W51VGHGM8945	\$ 110,442	\$ 110,442
Guilford	YBEQNGFJPMJ3	\$ 1,413,671	\$ 1,413,671	Union	LHMKBD4AGRJ5	\$ 568,902	\$ 568,902
Halifax	MRL8MYNJ33Y5	\$ 257,609	\$ 257,609	Wake	FTJ2WJPLWMJ3	\$ -	\$ -
Harnett	JBDCD9V41BX7	\$ 419,270	\$ 419,270	Warren	TLNAU5CNHSU5	\$ 162,048	\$ 162,048
Haywood	DQHZEVAV95G5	\$ 184,815	\$ 184,815	Wayne	DACFHCLQKMS1	\$ 439,155	\$ 439,155
Henderson	TG5AR81JLFQ5	\$ 334,192	\$ 334,192	Wilkes	M14KKHY2NNR3	\$ 249,198	\$ 249,198
Hoke	C1GWSADARX51	\$ 244,104	\$ 244,104	Wilson	ME2DJHMYWG55	\$ 337,939	\$ 337,939
Hyde	T2RSYN36NN64	\$ 104,711	\$ 104,711	Yadkin	PLCDT7JFA8B1	\$ 168,997	\$ 168,997
Iredell	XTNRLKJLA4S9	\$ 462,321	\$ 462,321	Yancey	L98MCUHKC2J8	\$ 96,682	\$ 96,682

DPH-Aid-To-Counties

For Fiscal Year: 23/24

Budgetary Estimate Number : 0

Activity 117	AA	1161 SGLH F8		Proposed Total	New Total
Service Period		06/01-05/31	Total Allocated		
Payment Period		07/01-06/30			
01 Alamance	*	505,781	\$0.00	505,781	505,781
D1 Albemarle	*	914,772	\$0.00	914,772	914,772
02 Alexander	*	150,127	\$0.00	150,127	150,127
04 Anson	*	171,798	\$0.00	171,798	171,798
D2 Appalachian	*	373,100	\$0.00	373,100	373,100
07 Beaufort	*	201,741	\$0.00	201,741	201,741
09 Bladen	*	205,550	\$0.00	205,550	205,550
10 Brunswick	*	410,434	\$0.00	410,434	410,434
11 Buncombe	*	684,061	\$0.00	684,061	684,061
12 Burke	*	329,871	\$0.00	329,871	329,871
13 Cabarrus	*	548,189	\$0.00	548,189	548,189
14 Caldwell	*	254,518	\$0.00	254,518	254,518
16 Carteret	*	213,412	\$0.00	213,412	213,412
17 Caswell	*	141,559	\$0.00	141,559	141,559
18 Catawba	*	453,371	\$0.00	453,371	453,371
19 Chatham	*	237,243	\$0.00	237,243	237,243
20 Cherokee	*	120,938	\$0.00	120,938	120,938
22 Clay	*	52,981	\$0.00	52,981	52,981
23 Cleveland	*	346,148	\$0.00	346,148	346,148
24 Columbus	*	264,924	\$0.00	264,924	264,924
25 Craven	*	344,667	\$0.00	344,667	344,667
26 Cumberland	*	910,798	\$0.00	910,798	910,798
28 Dare	*	109,623	\$0.00	109,623	109,623
29 Davidson	*	489,625	\$0.00	489,625	489,625
30 Davie	*	147,912	\$0.00	147,912	147,912
31 Duplin	*	294,886	\$0.00	294,886	294,886
32 Durham	*	862,450	\$0.00	862,450	862,450
33 Edgecombe	*	264,835	\$0.00	264,835	264,835
D7 Foothills	*	442,189	\$0.00	442,189	442,189
34 Forsyth	*	1,008,877	\$0.00	1,008,877	1,008,877
35 Franklin	*	233,039	\$0.00	233,039	233,039
36 Gaston	*	595,762	\$0.00	595,762	595,762
38 Graham	*	80,899	\$0.00	80,899	80,899
D3 Gran-Vance	*	476,021	\$0.00	476,021	476,021
40 Greene	*	194,586	\$0.00	194,586	194,586
41 Guilford	*	1,413,671	\$0.00	1,413,671	1,413,671
42 Halifax	*	257,609	\$0.00	257,609	257,609
43 Harnett	*	419,270	\$0.00	419,270	419,270
44 Haywood	*	184,815	\$0.00	184,815	184,815
45 Henderson	*	334,192	\$0.00	334,192	334,192
47 Hoke	*	244,104	\$0.00	244,104	244,104
48 Hyde	*	104,711	\$0.00	104,711	104,711
49 Iredell	*	462,321	\$0.00	462,321	462,321
50 Jackson	*	172,192	\$0.00	172,192	172,192
51 Johnston	*	588,501	\$0.00	588,501	588,501
52 Jones	*	124,467	\$0.00	124,467	124,467

53 Lee	*	256,360	\$0.00	256,360	256,360
54 Lenoir	*	286,057	\$0.00	286,057	286,057
55 Lincoln	*	227,415	\$0.00	227,415	227,415
56 Macon	*	128,315	\$0.00	128,315	128,315
57 Madison	*	89,997	\$0.00	89,997	89,997
D4 M-T-W	*	372,841	\$0.00	372,841	372,841
60 Mecklenburg	*	0	\$0.00	0	0
62 Montgomery	*	176,233	\$0.00	176,233	176,233
63 Moore	*	293,828	\$0.00	293,828	293,828
64 Nash	*	340,209	\$0.00	340,209	340,209
65 New Hanover	*	591,276	\$0.00	591,276	591,276
66 Northampton	*	153,426	\$0.00	153,426	153,426
67 Onslow	*	520,602	\$0.00	520,602	520,602
68 Orange	*	384,477	\$0.00	384,477	384,477
69 Pamlico	*	105,329	\$0.00	105,329	105,329
71 Pender	*	207,202	\$0.00	207,202	207,202
73 Person	*	180,796	\$0.00	180,796	180,796
74 Pitt	*	532,303	\$0.00	532,303	532,303
75 Polk	*	95,259	\$0.00	95,259	95,259
76 Randolph	*	447,563	\$0.00	447,563	447,563
77 Richmond	*	247,284	\$0.00	247,284	247,284
78 Robeson	*	517,485	\$0.00	517,485	517,485
79 Rockingham	*	311,784	\$0.00	311,784	311,784
80 Rowan	*	434,537	\$0.00	434,537	434,537
82 Sampson	*	295,150	\$0.00	295,150	295,150
83 Scotland	*	220,053	\$0.00	220,053	220,053
84 Stanly	*	205,446	\$0.00	205,446	205,446
85 Stokes	*	139,484	\$0.00	139,484	139,484
86 Surry	*	270,785	\$0.00	270,785	270,785
87 Swain	*	119,064	\$0.00	119,064	119,064
D6 Toe River	*	171,351	\$0.00	171,351	171,351
88 Transylvania	*	110,442	\$0.00	110,442	110,442
90 Union	*	568,902	\$0.00	568,902	568,902
92 Wake	*	0	\$0.00	0	0
93 Warren	*	162,048	\$0.00	162,048	162,048
96 Wayne	*	439,155	\$0.00	439,155	439,155
97 Wilkes	*	249,198	\$0.00	249,198	249,198
98 Wilson	*	337,939	\$0.00	337,939	337,939
99 Yadkin	*	168,997	\$0.00	168,997	168,997
00 Yancey	*	96,682	\$0.00	96,682	96,682
Totals		27,797,814	0	27,797,814	27,797,814

Sign and Date - DPH Program Administrator <i>m. mauldin</i> 03/24/23 2:09 PM EDT	Sign and Date - DPH Section Chief <i>Karen J. J...</i> 03/29/23 2:48 PM EDT
Sign and Date - DPH Budget Office - ATC Coordinator <i>Sarah Duffin</i> 3/30/2023	Sign and Date - DPH Budget Officer <i>S. Duffin</i> 4/3/2023