



## **ROWAN COUNTY COMMISSION AGENDA**

**August 1, 2022 - 3:00 PM**

**J. Newton Cohen, Sr. Room**

**J. Newton Cohen, Sr. Rowan County Administration Building**

**130 West Innes Street, Salisbury, NC 28144**

**Join from a PC, Mac, iPad, iPhone or Android device:**

**<https://bit.ly/rowanboc3pm>**

**Password: 028144**

**Or join by phone:**

**Dial: (602) 753-0140 (720) 928-9299 (213) 338-8477**

**Webinar ID: 975 6995 5631**

**Password: 028144**

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Call to Order

Invocation

Provided By: Chaplain Michael Taylor

Pledge of Allegiance

Consider Additions to the Agenda

Consider Deletions From the Agenda

Consider Approval of the Agenda

*Board members are asked to voluntarily inform the Board if any matter on the agenda might present a conflict of interest or might require the member to be excused from voting.*

- Consider Approval of July 18, 2022 Minutes

### **1 Consider Approval of Consent Agenda**

- A. Proclamation - Civitan Club of Salisbury Centennial Month
- B. Road Abandonment Resolution for Gym and School Streets in Woodleaf Community

- C. Request for Approval to Apply for FY22 Local Justice Assistance
- D. Request to Pursue Funding from Operation Underground Railroad (O.U.R.)
- E. Schedule Public Hearing for Z 06-22: David Tucker, for August 15, 2022
- F. Grant Agreement - SLNC Bright Ideas
- G. Airport Funding: Parallel Taxiway Rehabilitation
- H. Sole-Source Teleflex
- I. RSS Contract for School Nursing
- J. Wellpath Contract
- K. COVID-19 School Health Team
- L. Sole-Source Auvik Networks, Inc.
- M. Sole-Source 120 Water
- N. Sole-Source Idemia
- O. Sole-Source MCCi
- P. Request to Apply: First United Church of Christ Foundation
- Q. Sole-Source Information, Inc.
- R. Sole-Source Tyler Technologies
- S. Sole-Source Central Square
- T. Sole-Source CivicPlus Inc
- U. Sole-Source Faronics Technologies
- V. Position Change Requests Submitted by Public Health Director
- W. Sole-Source Lexis Nexis
- X. Termination of State of Emergency
- Y. West End Plaza Sign for Veterans Social Center
- Z. Property Sale
- AA. Contract With Environmental Engineering Firm

2 Public Comment Period

3 Public Hearing & Summary Presentation - EDC 'Project Finishing'

4 SNIA 04-22: Finney Builders

5 Update on Development Review Process

6 Authorize Study For Early Retirement Incentive

7 Budget Amendments

8 Consider Approval of Board Appointments

9 Closed Session

- To Consider Approval of Closed Session Minutes
- To Consider Real Estate Negotiations

10 Adjournment



*Individuals with disabilities who need modifications to access the services or public meetings of Rowan County Government may contact the Clerk to the Board of Commissioners three days prior to the meeting by calling (704) 216-8181 or by utilizing the North Carolina relay number at 1-800-735-2962 (English) or 1-888-825-6570 (Spanish). For additional communication options, please consult: <https://relaync.com>.*

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Carolyn Barger, Clerk to the Board  
**DATE:** July 22, 2022  
**SUBJECT:** Consider Approval of July 18, 2022 Minutes

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**ATTACHMENTS:**

**Description**

July 18, 2022 Minutes

**Upload Date**

7/22/2022

**Type**

Cover Memo

Greg Edds, Chairman  
Jim Greene, Vice- Chairman  
Mike Caskey  
Judy Klusman  
Craig Pierce



Aaron Church, County Manager  
Carolyn Barger, Clerk to the Board  
John W. Dees, II, County Attorney

## **Rowan County Board of Commissioners**

130 West Innes Street • Salisbury, NC 28144  
Telephone 704-216-8181 • Fax 704-216-8195

### **MINUTES OF THE MEETING OF THE ROWAN COUNTY BOARD OF COMMISSIONERS**

**July 18, 2022 – 6:00 PM**

**J. NEWTON COHEN, SR. ROOM**

**J. NEWTON COHEN, SR. ROWAN COUNTY ADMINISTRATION BUILDING**

Present: Jim Greene, Vice-Chairman  
Mike Caskey, Member  
Craig Pierce, Member  
Judy Klusman, Member

Absent: Greg Edds, Chairman

County Manager Aaron Church, Clerk to the Board Carolyn Barger, County Attorney Jay Dees, and Finance Director James Howden were also present.

Chairman Edds convened the meeting at 6:00 p.m.

Chaplain Michael Taylor provided the Invocation.

Chairman Edds led the Pledge of Allegiance.

#### **CONSIDER ADDITIONS TO THE AGENDA**

- Vice-Chairman Greene added one (1) addition to the Consent Agenda for approval of the Finance Director's Bond. Vice-Chairman Greene added the issue as Consent Agenda item AK.
- Vice-Chairman Greene added a Closed Session regarding existing litigation. The issue was added to the agenda as item #9a.

#### **CONSIDER DELETIONS FROM THE AGENDA**

There were no deletions from the agenda.

#### **CONSIDER APPROVAL OF THE AGENDA**

Commissioner Klusman moved approval of the amended agenda, Commissioner Caskey seconded and the vote to approve the agenda as amended passed unanimously (4-0).

## **CONSIDER APPROVAL OF THE MINUTES**

Commissioner Pierce moved, Commissioner Klusman seconded and the vote to approve the minutes of the June 20, 2022 Commission Meeting passed unanimously (4-0).

## **1. CONSIDER APPROVAL OF CONSENT AGENDA**

Commissioner Pierce moved approval of the Consent Agenda as amended. The motion was seconded by Commissioner Klusman and passed unanimously (4-0).

The Consent Agenda consisted of the following:

- A. Ratify and Approve Proclamation Honoring Dr. Jimmy R. Jenkins
- B. Spectrum Right of Entry - Install Hangar T20
- C. Grant Agreement with City of Concord
- D. Grant Agreement: 5310 Rural State Enhanced Mobility of Seniors & Individuals with Disabilities Program
- E. QBS Exemption for Golder Associates NC
- F. Request for Public Hearing for 'Project Finishing'
- G. Rowan County ADA Contracts
- H. ATT Access Agreement - 3830 Airport Loop
- I. Tax Refunds for Approval
- J. Contract with Carolina Women's Health
- K. Authorize County Manager to Sign 022 Principal Expense Report Form – Zero Expense Short Form
- L. Endangered Species COVID-19 Relief Reimbursement
- M. Sole-Source Tyler Technologies EnerGov
- N. FY23-5311 Community Transportation Rural Formula Grant
- O. NCDOT: 5310 ARPA Transportation Grant Agreement
- P. Renewal Services for Zoom Phone
- Q. Emergency Services Fee Schedule Update
- R. Purchase of 2 Vans for Inmate Transportation
- S. Northwoods Consulting Partners, Inc. for DSS
- T. Sole-Source Purchases
- U. Rowan Transit Grant Agreement: 5311 ARP Operating Funds
- V. Blue Cross Blue Shield of NC Amendment and Contract
- W. Purchase of Caterpillar 826 Articulated Trash Compactor
- X. Contract with Genesis – A New Beginning for DSS
- Y. Contract with Children's Homes of Iredell County, Inc. for DSS
- Z. Contract with Florence Crittenton Services, Inc. for DSS
- AA. Contract with Church of God Children's Home of NC, Inc. for DSS
- AB. Contract with Rae's Playze Adult Day Care Center for DSS
- AC. Contract with Primary Care Solutions for DSS
- AD. Contract with Youth Focus for DSS
- AE. Contract with Lutheran Family Services for DSS
- AF. Veterans Pay Benefit for Employees

- AG. Revised Policy 9.21 Drug and Alcohol Testing of DOT-Regulated Employees
- AH. Environmental Management A/R Write Off
- AI. Reclassification of Peer Support Specialist Position
- AJ. Approve 4.2% Increase in Water Fees for the Northeast Water System
- AK. Finance Director's Bond (addition to the Consent Agenda as listed below)

PENN NATIONAL  
® INSURANCE  
P.O. Box2243 ♦ Harrisburg, PA 17105-2243  
Phone: 800.388.4764 ♦ Fax: 866.784.9256

Bond No. SB 0384463

KNOW ALL MEN BY THESE PRESENTS, that  
Anna R. Bumgarner  
122 Polaris Drive  
Mocksville, NC 27028

PUBLIC OFFICIAL BOND

as Principal,

and the PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, a Pennsylvania Corporation of Harrisburg, Pennsylvania, as Surety, are held and firmly bound unto

Rowan County  
130 West Innes Street  
Salisbury, NC 28144,

as Oblige,

in the aggregate penalty amount of Two Hundred Thousand Dollars and 00/100 ( \$200,000.00 )  
for the payment of which well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns,  
firmly by these presents.

WHEREAS, the Principal has been appointed or elected to the office of Finance Director

WHEREAS, the bond is to be effective on July 13, 2022.

NOW, THEREFORE, The condition of the foregoing obligation is such, that if the Principal shall during the said term faithfully  
perform such duties as may be imposed on him by law and shall honestly account for all money that  
may come into his own hands in his official capacity, then this obligation shall be void; otherwise, it shall remain in  
force.

THIS BOND IS FURTHER CONDITIONED that the liability of the Surety shall be fully terminated as to future acts of the principal  
thirty (30) days after the receipt by the Oblige, of the surety's written notice of cancellation.  
Cancellation or non-renewal of this bond does not constitute a loss or otherwise allow for a claim on the bond even if the bond is not  
replaced.

FURTHER, that by acceptance of this bond, the Oblige acknowledges and agrees as follows: if the bond penalty amount stated  
above is greater than \$300,000, the bond is valid for one year from the effective date of the bond but may be renewed with a  
continuation certificate after annual review and re-qualification of the Principal; otherwise, the bond will continue in force until  
canceled as stated herein. Further, the Surety's liability shall be on a claims-made basis, meaning the Oblige must make a claim  
during the term of the bond. Claims received after the expiration of the bond are not valid. In the event that this bond shall be  
renewed, continued or otherwise kept in force beyond one year, it is agreed that the liability of the surety shall not be cumulative in  
nature. In no event shall the surety be liable for a sum greater than the face amount of this bond.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument this 7/13/2022.

PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY  
Harrisburg, Pennsylvania  
POWER OF ATTORNEY

Know All Men By these Presents, That PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, a corporation  
of the Commonwealth of Pennsylvania, does hereby make, constitute and appoint G. TIMOTHY WILKERSON, DONNA K. ASHLEY,  
JENNIFER C. HOEHN, ANGELA D. RAMSEY, J. DAVID POLLACK JR., JACQUEUNE HAMPTON, AND ELLEN S. WOMBLE, ALL  
OF CHARLOTTE, NORTH CAROLINA (EACH) its' true and lawful Attorney(s)-in-Fact to make, execute, seal and deliver for and on  
its behalf, as surety, as its act and deed:

ANY AND ALL BONDS AND UNDERTAKINGS PROVIDED THE AMOUNT OF NO ONE BOND OR UNDERTAKING EXCEEDS  
THE SUM OF TWO MILLION DOLLARS ----- (\$2,000,000.00) ALL POWER AND AUTHORITY HEREBY

CONFERRED SHALL HEREBY EXPIRE AND TERMINATE WITHOUT NOTICE AT MIDNIGHT ON APRIL 30, 2032, AS RESPECTS EXECUTION SUBSEQUENT THERETO.

And the execution of such bonds in pursuance of these presents shall be as binding upon said Company as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in Harrisburg, Pennsylvania, in their own proper persons.

This appointment is made by and under the authorization of a resolution adopted by the Board of Directors of the Company on October 24, 1973 at Harrisburg, Pennsylvania which is shown below and is now in full force and effect.

RESOLVED, that (1) the President, any Vice President, the Secretary, or any Department Secretary shall have power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Company, and affix the Company's seal thereto, bonds, undertakings, recognizance's, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any of such Officers of the Company may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-Fact with authority to execute waivers and consents on behalf of the Company; and (3) the signature of any such Officer or of any Assistant Secretary or Department Assistant Secretary and the Company seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such Officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

In Witness Whereof: PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY has caused these presents to be signed and its corporate seal to be hereto affixed on April 26, 2022.

PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY  
Commonwealth of Pennsylvania, County of Dauphin - ss:

On April 26, 2022, before me appeared Mark Fitzgerald to me personally known, who being by me duly sworn, did say that he resides in the New Jersey, that he is the Vice President- Surety of PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, that he is the individual described in and who executed the preceding instrument, and that the seal affixed to said instrument is the corporate seal of said Company, and that said instrument was signed and sealed on behalf of said Company by authority and direction of said Company, and the said office acknowledged said instrument to be the free act and deed of said Company.

COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal

Traci A Kimmlch, Notary Public  
City Of Harrisburg, Dauphin County  
My Commission Expires Oct 31, 2024  
Member, Pennsylvania Association of Notaries  
Notary Public

I, Mark Fitzgerald, Vice President - Surety of the PENNSYLVANIA NATIONAL MUTUAL CASUALTY INSURANCE COMPANY, a corporation of the Commonwealth of Pennsylvania, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by the said Company, which is still in full force and effect. 07/13/2022

In Witness Whereof, I have hereunto set my hand and affixed the corporate seal of said Company on 07/13/2022  
Vice President-Surety

## **2. PUBLIC COMMENT PERIOD**

Vice-Chairman Greene opened the Public Comment Period and with no one wishing to address the Board, Vice-Chairman Greene closed the Public Comment Period.

## **3. ROAD NAME CHANGE-PUBLIC HEARING**

Planning Technician Pamela Ealey provided the staff report regarding the road name changes in the agenda packet.

The first road was unnamed and located west off of Performance Road, which was off Wilkinson Road. The reason for the proposed change was due to the developer planning a third building on Tax Parcel 239 086. Per the County's ordinance, the road

must be named because more than two (2) structures would be using the same drive. The property owners (Matt Erich-Performance Park Holdings LLC) submitted the petition with the name choice.

The second road was unnamed and located south off Poole Road in the 100 block. There were two (2) structures sharing a driveway with more structures to come. Per the ordinance, the road was mandated by the Ordinance to be named. The property owners were Harold and Morgan Johnson, Ethel Johnson. The owners submitted a unanimous petition for the selected name of Ancestry Trail.

The third road name to be considered was a continuation from the June 6, 2022 Commission Meeting. During the June 6, 2022 meeting, one of the property owners requested the name of Jones Farm Road be used as opposed to the previously recommended road name of Sills Creek Trail. The request was tabled in order to give staff time to research the name suggested by property owners – Brian Bradshaw, James and Heather Smith, Daryl Hartsell and Alan Lipscomb.

Vice-Chairman Greene opened the public hearing to receive comments for all three (3) proposed roads. The following individual came forward:

- Guanah Davis of 961 Confederate Avenue expressed hope the Board would consider approval of the road name of Ancestry Trail.

With no one else wishing to address the Board, Vice-Chairman Greene closed the public hearing.

Commissioner Pierce moved to approve the three road names as presented -Packard Drive, Ancestry Trail, and Jones Farm Road. The motion was seconded by Commissioner Klusman and passed unanimously (4-0).

#### **4. PE 02-22: RICHARD JACKSON**

Assistant Planning Director Shane Stewart presented a power point as he discussed the request from Richard Jackson for a permit to exceed (PE) the Noise Ordinance standards for a public event for the public to enjoy free entertainment, music and food for the surrounding areas at 3811 Old Mocksville Road, Salisbury, NC. The property was further referenced as Tax Parcel 308-198. The event was to be held Saturday, September 3, 2022, from 5:00 pm to 10:00 pm. Based on the site plan, a stage would be placed north of a new home under construction with speakers directed south towards the two (2) tents as shown in the site plan. Three (3) portable toilets and sink was stations were proposed to serve the anticipated 150 to 200 guests. According to information provided by Mr. Jackson, father of property owner Darrius Massey, the event would be the third annual Labor Day event, which would feature two (2) musical artists from the region.

Using the power point, Mr. Stewart showed the parking area and reported



that Mr. Jackson said he would have approximately four (4) people to assist with parking. Mr. Stewart also showed slides of the surrounding properties.

Mr. Stewart discussed the Noise Ordinance and the criteria to be considered in issuing or denying an application for PE. Mr. Stewart also highlighted the 911 call data pertaining to the past Labor Day events at the subject property.

In conversations with Mr. Jackson, Mr. Stewart said Planning Staff reiterated the need to ensure all guests are accommodated on site; have a plan to address potential capacity issues; and ensure adherence to the requested 10:00 pm amplified sound cutoff. Since yearly Labor Day event requests were anticipated, Mr. Stewart noted the list of violations for the area. Mr. Stewart stated the primary concerns from the community were noise and parking along the road. Mr. Stewart also noted two (2) public comment forms that had been submitted to the Clerk and were included in the agenda packet.

Commissioner Klusman referred to the complaints and questioned the reference to explosions and whether the explosions were caused by Tannerite. Mr. Stewart said he could not confirm the explosions were caused by Tannerite.

Vice-Chairman Greene opened the floor to receive citizen input regarding the request. The following individual came forward:

- Reggie Jackson said he was speaking on behalf of his son, Darius Massey. Mr. Jackson said he was an active member of the Salisbury Lions Club and that he hoped to provide a wholesome family event and bring more events to the community in the future. Mr. Jackson discussed past experiences with the event and said he had been cited for not having a PE, and there had also been parking and noise complaints. Mr. Jackson said he had hired Chad Dillard who specialized in grading to help increase parking availability. Mr. Jackson said attendees would be reminded 30 minutes in advance of the closing time and that the music would stop at 9:45 p.m. Mr. Jackson said he would turn people away if the event ran out of parking spaces and that 911 would be called if people did not park where they were supposed to.

Commissioner Klusman asked if the explosions listed in the call log were caused by the use of Tannerite. Mr. Jackson said he had heard explosions in the far distance and near the pipeline but no one on his property or at the event had been responsible.

Commissioner Klusman asked if firearms could be at the property. Mr. Jackson said there had never been an argument, fight or shooting at his event.

Commissioner Klusman said she personally preferred there be no Tannerite explosions. Commissioner Klusman said based on the number of people there should be an off-duty officer working to ensure the event was okay.



Mr. Jackson said he had no problem in having an off-duty officer to help.

Commissioner Greene said he did not believe the off-duty officer was required for this event.

Commissioner Pierce asked if Mr. Jackson would be agreeable to stopping the music at 9:00 pm. Mr. Jackson said he had no problem with the requirement.

Commissioner Pierce moved to approve PE 03-22, with the music to be terminated at 9:00 pm. The motion was seconded by Commissioner Caskey.

Commissioner Klusman asked to amend the motion to include prohibiting explosions and Commissioner Pierce was agreeable.

Upon being put to a vote the amended motion passed unanimous (4-0).

##### **5. CONSIDER PE 03-22**

Planner Aaron Poplin provided a power point as he presented the request for a Permit to Exceed (PE) the County's Noise Ordinance. The PE was for a concert on July 23, 2022 at 261 Lakeshore Drive in Fisherman's Cove. The applicant, Cynthia Anderson, expected the concert to attract around 50 people. The applicant indicated it was a common occurrence to have events at the Fisherman's Cove picnic shelter. No other activities were proposed to go along with the free concert. The applicant anticipated most attendees would be from Fisherman's Cove. Staff was notified by the applicant the homeowners association had already approved using the shelter for the event. Mr. Poplin said there were no previous violations resulting from the event.

Mr. Poplin highlighted the criteria as listed in the Staff Report. According to Mr. Poplin, the questionable issue with the application was how open to the public the event truly was. Mr. Poplin pointed out the event seemed more of a neighborhood event than a public event; however, he stated the applicant had indicated the event was open to people from outside the neighborhood and staff was not given any reason to believe this would not be the case.

Vice-Chairman Greene opened the floor to receive citizen input regarding the request. The following individuals came forward:

Vernon Patrick and Keith Anderson said the concert was held because of their love of Christ and the Worship Band did not make any money off the concert.

Commissioner Pierce moved, Commissioner Klusman seconded and the vote to approve PE 03-22 (4-0).

## **6. SELECTION OF NCACC VOTING DELEGATE**

The 115th Annual Conference Business Session of the North Carolina Association of County Commissioners (NCACC) was scheduled for Saturday, August 13, 2022 at 2:00 p.m. Each county would be entitled to one (1) vote on items that come before the membership.

Commissioner Caskey nominated Commissioner Klusman.  
Commissioner Klusman nominated Commissioner Caskey.

With no additional nominations, Commissioner Klusman agreed to serve as the County's voting delegate.

## **7. FINANCIAL REPORTS**

Finance Director Anna Bumgarner highlighted the financial graphs in the agenda packet, which depicted the following information:

- Annual Cumulative Expenditure Comparisons as of June 2022 - \$152,668,933
- Annual Cumulative Revenue Comparisons as of June 2022 - \$159,235,925
- Annual Cumulative Current Year Property Tax Comparisons as of May 2022 – \$90,017,048
- Annual Cumulative Sales Tax Comparisons as of March in FY 2022 - \$26,948,035
- Monthly Sales Tax Comparisons as of March in FY 2022 - \$3,489,240

Commissioner Pierce moved, Commissioner Klusman seconded and the vote to accept the financial reports passed unanimously.

## **8. BUDGET AMENDMENTS**

Finance Director Anna Bumgarner presented the following budget amendments for the Board's consideration:

- Finance – Recognize reserved funds from FY 2022 for Cooperative Extension. Reserved funds represent money received by a Department for restricted purpose. The funds that have not been spent by year-end are budgeted for expenditure in the new fiscal year. \$7,662
- Finance – Recognize reserved funds from FY 2022 for the NC Science Museums Grant. Reserved funds represent money received by a Department for a restricted purpose. The funds that have not been spent by year-end are budgeted for expenditure in the new fiscal year. \$70,396
- Social Services – Amendment to budget Low Income Water Assistance direct payments. No county funds are required. \$212,118
- Social Services – Budget APS Essential Services funds allocated from the American Rescue Plan Act. No county funds are required. \$11,231
- Rowan Transit – Increase to budget for the newly awarded 5310-Rural Elderly and Disabled Transportation Program Grant. \$218,551

- Rowan Transit – Correct original FY23 budget grant allocation errors reducing and reallocating grant funding. \$35,019
  - Finance – Appropriate fund balance and vehicle expenditures for FY 2022 General Fund encumbrances. \$70,089
  - Finance – Appropriate fund balance and vehicle expenditures for FY 2022 General Fund encumbrances. \$1,686,704
  - Finance – To revenue and vehicle expenditures for FY 2022 Carryover. \$91,600
- Commissioner Caskey moved approval of the budget amendments as presented. The motion was seconded by Commissioner Klusman and passed unanimously.

## **9. CONSIDER APPROVAL OF BOARD APPOINTMENTS**

### **AIRPORT ADVISORY BOARD**

There is one (1) seat open for a member of the Business Community. Applications were received from Anjeana Thurston and Jeffrey Alan Matthews. The selected applicant will serve a three-year term that will expire on June 30, 2025.

Commissioner Pierce moved, Commissioner Klusman seconded and the vote to appoint Anjeana Thurston carried unanimously (4-0).

### **TOWN OF CLEVELAND ZONING AND PLANNING BOARD – ETJ**

Mark Allen Benton applied for appointment as an ETJ alternate representative. If approved, the term will expire October 31, 2025.

Commissioner Pierce moved to appoint Mark Benton followed by a second from Commissioner Klusman. The motion carried unanimously (4-0).

### **EAST GOLD HILL VOLUNTEER FIRE DEPARTMENT FIRE COMMISSIONERS**

Sue Choat and Ralph Earnhardt applied for reappointment and if approved, their terms will expire on July 31, 2024.

Commissioner Pierce moved to appoint Sue Choat and Ralph Earnhardt. The motion was seconded by Commissioner Caskey and passed unanimously (4-0).

### **TOWN OF GRANITE QUARRY PLANNING BOARD – ETJ**

Jared Mathis and Delores Shannon applied for reappointment (Ms. Shannon would serve as an alternate member). If approved, their terms will expire July 31, 2025.

Commissioner Pierce moved, Commissioner Caskey seconded and the vote to appoint Jared Mathis and Delores Shannon carried unanimously (4-0).

### **BOARD OF HEALTH**

There is one (1) vacant seat for a member of the General Public.

Dr. Anthony Jerome Davis and Bliss McIntosh Green both applied. The selected applicant's term will expire on December 31, 2023.

Commissioner Klusman moved the appointment of Dr. Anthony Davis. The motion was seconded by Commissioner Pierce and passed unanimously (4-0).

### **HOME AND COMMUNITY CARE BLOCK GRANT COMMITTEE (HCCBG)**

The Board is asked to renew the appointments for the following individuals who represent the HCCBG funded agencies for FY 2022-23. All terms will expire June 30, 2023.

1. Nan Buehrer, Executive Director, Rufty-Holmes Senior Center
2. Micah Ennis, Director, Rowan County Department of Social Services
3. Cindy Fink, Executive Director, Meals on Wheels Rowan
4. Valerie Steele, Rowan Transit System
5. Beth Huber, Executive Director, Trinity Living Center

Commissioner Pierce moved to renew the appointments as outlined above. The motion was seconded by Commissioner Klusman and passed unanimously (4-0).

### **REGION F AGING ADVISORY COMMITTEE**

Eileen Solomon applied for reappointment for a one-year term that will expire June 30, 2023.

Commissioner Pierce moved the reappointment of Eileen Solomon. Commissioner Klusman seconded, and the vote passed unanimously (4-0).

### **JUVENILE CRIME PREVENTION COUNCIL**

Henry Ricardo Smith, Alisa Russell, John Basinger and Don Bringle applied for reappointment.

In order for John Basinger, Alisa Russell and Don Bringle to be reappointed, the Commissioners would need to waive the term limits established in the Resolution that governs the advisory board appointment process.

If approved, the term for the four (4) applicants listed above would expire on June 30, 2024.

Commissioner Pierce moved to extend the terms as requested for Henry Ricardo Smith, Alisa Russell, John Basinger and Don Bringle. The motion was seconded by Commissioner Klusman and passed unanimously.

Commissioner Pierce moved, Commissioner Caskey seconded and the vote to appoint Jason Hinson to fill a vacancy as a member of a non-profit agency passed unanimously (4-0). The term would expire June 30, 2024.

## **LOCAL EMERGENCY PLANNING COMMITTEE**

Division Chief Bryan Keith Edwards applied to fill a vacant public safety seat. There are no terms for this Committee.

Commissioner Pierce moved to appoint Bryan Keith Edwards. The motion was seconded by Commissioner Klusman and carried unanimously (4-0).

## **ADDITION**

### **#9a. CLOSED SESSION**

Commissioner Pierce move at 6:50 p.m. for the Board to enter Closed Session in accordance with North Carolina General Statute § 143-318.11(a)(3) for attorney-client privileged communication regarding an existing litigation settlement discussion. The motion was seconded by Commissioner Caskey and passed unanimously (4-0).

Commissioner Pierce moved at 7:08 p.m. for the Board to return to Open Session. The motion was seconded by Commissioner Klusman and passed unanimously (4-0). No action was taken.

## **10. ADJOURNMENT**

There being no further business to come before the Board, Commissioner Pierce moved to adjourn at 7:09 p.m. The motion was seconded by Commissioner Klusman and passed unanimously (4-0).

Respectfully Submitted,

Carolyn Barger, MMC, NCMCC  
Clerk to the Board

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Chairman Greg Edds  
**DATE:** April 5, 2022  
**SUBJECT:** Proclamation - Civitan Club of Salisbury Centennial Month

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**ATTACHMENTS:**

**Description**

Proclamation

**Upload Date**

4/5/2022

**Type**

Cover Memo



Greg Edds, Chairman  
Jim Greene, Vice-Chairman  
Mike Caskey  
Judy Klusman  
Craig Pierce



Aaron Church, County Manager  
Carolyn Barger, Clerk to the Board  
John W. Dees, II, County Attorney

## Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144  
Telephone 704-216-8180 • FAX 704-216-8195

### PROCLAMATION RECOGNIZING THE MONTH OF AUGUST, 2022 AS "CIVITAN CLUB OF SALISBURY CENTENNIAL MONTH"

**WHEREAS**, Civitan International is an association of affiliated community service clubs founded in 1917 by a group of businessmen in Birmingham, Alabama who recognized the needs of their community and were determined to make a difference for the better; *and*

**WHEREAS**, since its inception, Civitan International has grown to become one of the most active volunteer civic organizations in the United States, encouraging others to adopt its mission and goals; *and*

**WHEREAS**, Civitan International has more than 20,000 total members across North America, Europe, Africa and Asia, including young men and women in youth and college programs; *and*

**WHEREAS**, the mission of Civitan worldwide is to build good citizenship by providing a volunteer organization of clubs dedicated to serving individual and community needs, with an emphasis on helping people with developmental disabilities; *and*

**WHEREAS**, Civitan Club members serve the community by fulfilling local charitable needs and generously providing their time and financial support to their neighbors here in Rowan County; *and*

**WHEREAS**, Civitan members continually seek life experiences that provide direction, character building, leadership development, and the personal satisfaction of helping those in need; *and*

**WHEREAS**, Rowan County is home to the Civitan Club of Salisbury, the 80<sup>th</sup> Club formed in the nation, which is now one of the largest such Clubs in the State of North Carolina and one of the oldest continuously existing Civitan Clubs in the world, *and*

**WHEREAS**, the Civitan Club of Salisbury will achieve the significant milestone of having been in continuous existence for the ONE HUNDRED YEARS since the Club's charter was issued on August 15, 1922.

**NOW, THEREFORE**, the Rowan County Board of Commissioners proclaims the month of August, 2022 as "CIVITAN CLUB OF SALISBURY CENTENNIAL MONTH" in Rowan County, North Carolina, congratulating the Club on achieving **ONE HUNDRED CONTINUOUS YEARS OF SERVICE** to the citizens of Rowan County and commending the observance of this historic celebration to all of its citizens.

This the 1<sup>st</sup> day of August, 2022.

ATTEST:

\_\_\_\_\_  
Gregory C. Edds, Chairman

\_\_\_\_\_  
Carolyn Barger, MMC, NCMCC  
Clerk to the Board

Equal Opportunity Employer



recycled paper

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Ed Muire, Planning Director  
**DATE:** July 22, 2022  
**SUBJECT:** Road Abandonment Resolution for Gym and School Streets in Woodleaf Community

---

**REQUEST**

NCDOT has submitted a petition requesting action from the Commission regarding the closure and abandonment of Gym and School Streets in the Woodleaf Community. The documentation from NCDOT recommends closure of approximately .06 miles of Gym Street (SR#1967) and all of School Street (SR#1966). The closure of these streets will allow build-out of the Woodleaf Community Park without need to accommodate these streets in project design.

At the time of petition submittal, the Rowan-Salisbury Board of Education owned the property, but has now been transferred to Rowan County. As a practical matter, the Commission, representing the County's interests, should submit a revised petition request for consideration of abandonment by NCDOT Division of Highways.

**RECOMMENDATION**

- Authorize the County Manager to complete and sign the SR-3 Form
- Adopt the Abandonment Resolution and authorize the Clerk to certify
- Send the completed Form and Resolution to NCDOT

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Petition Request from NCDOT	7/22/2022	Backup Material
SR-3 Form	7/22/2022	Backup Material
Abandonment Resolution	7/25/2022	Cover Memo





STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

July 14, 2022

Rowan County

Subject: Request for Abandonment

Mr. Greg Edds, Chairman  
Rowan County Board of Commissioners  
Attn: Ms. Carolyn Barger, Co. Mgr.  
Office 130 West Innes Street  
Salisbury, NC 28144

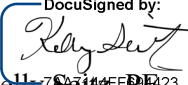
Dear Mr. Edds:

I am attaching the petition requesting that 0.14 miles of SR-1966 – School Street within Unity Township, be abandoned from the State Secondary Road System for maintenance.

One of the requirements needed for abandonment from the State System is the County Commissioners' approval. We have investigated this request and found that this road meets NCDOT requirements for abandonment. We would, therefore, appreciate it very much if you would have the County Commissioners act on this request and forward to us the proper Abandonment Form for our further handling.

Thanking you in advance for your assistance in this matter, and if I may be of further assistance, please advise.

Sincerely,

DocuSigned by:  
  
Kelly Seitz, PE  
District Engineer

PKS/etg

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION 9/ DISTRICT 1  
4770 SOUTH MAIN STREET  
SALISBURY, NC 28147

Telephone: (704) 630 3200  
Fax: (704) 639-7566  
Customer Service: 1-877-368-4968

Website: [www.ncdot.gov](http://www.ncdot.gov)

Location:  
4770 SOUTH MAIN STREET  
SALISBURY, NC 28147



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

July 14, 2022

Rowan County

Subject: Request for Abandonment

Mr. Greg Edds, Chairman  
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Salisbury, NC 28144

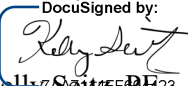
Dear Mr. Edds:

I am attaching the petition requesting that 0.06 miles of SR-1967 – Gym Street within Unity Township, be abandoned from the State Secondary Road System for maintenance.

One of the requirements needed for abandonment from the State System is the County Commissioners' approval. We have investigated this request and found that this road meets NCDOT requirements for abandonment. We would, therefore, appreciate it very much if you would have the County Commissioners act on this request and forward to us the proper Abandonment Form for our further handling.

Thanking you in advance for your assistance in this matter, and if I may be of further assistance, please advise.

Sincerely,

DocuSigned by:  
  
Kelly Seitz, PE  
District Engineer

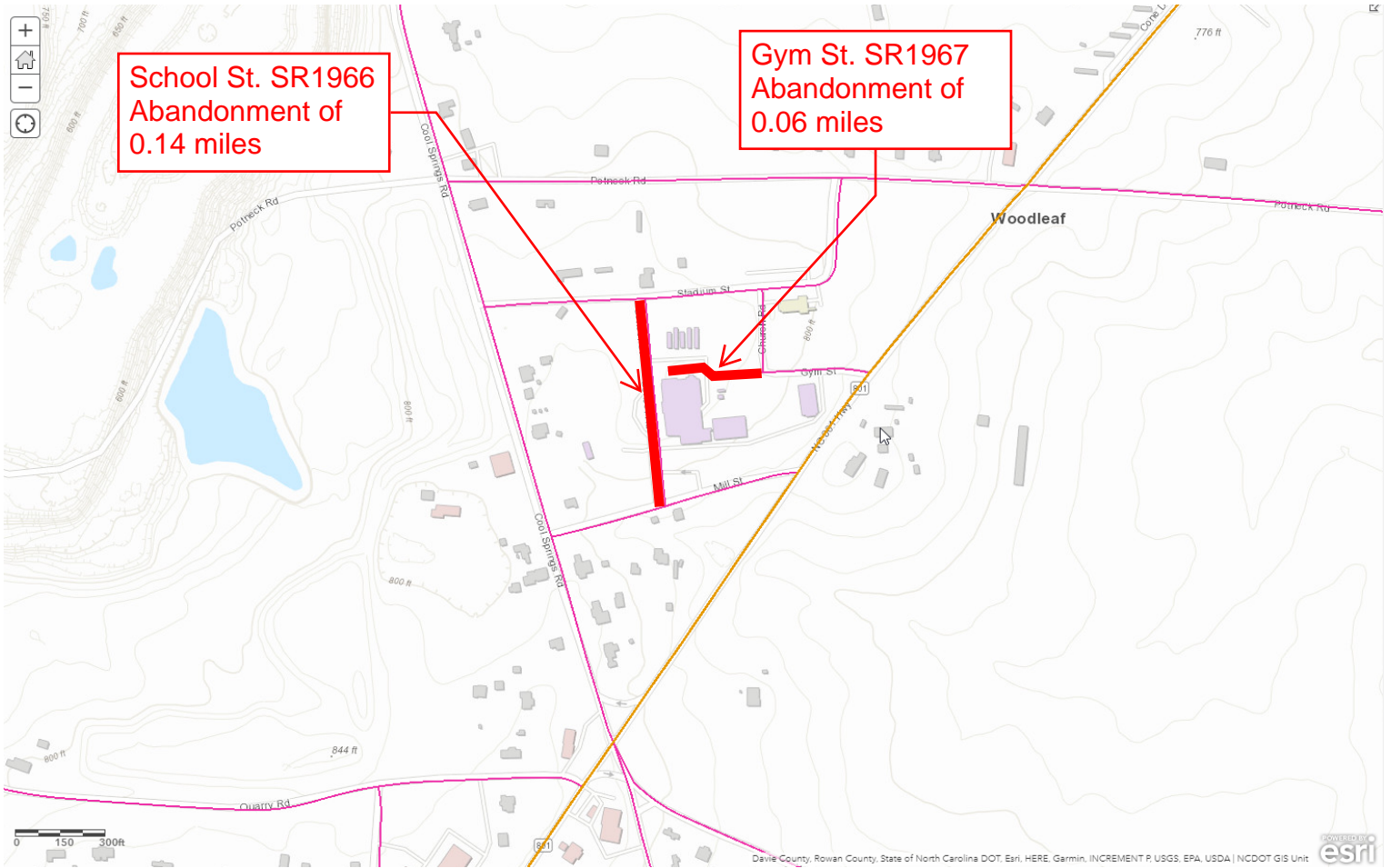
PKS/etg

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION 9/ DISTRICT 1  
4770 SOUTH MAIN STREET  
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Telephone: (704) 630 3200  
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Customer Service: 1-877-368-4968

Website: [www.ncdot.gov](http://www.ncdot.gov)

Location:  
4770 SOUTH MAIN STREET  
SALISBURY, NC 28147





School St. SR1966  
Abandonment of  
0.14 miles

Gym St. SR1967  
Abandonment of  
0.06 miles







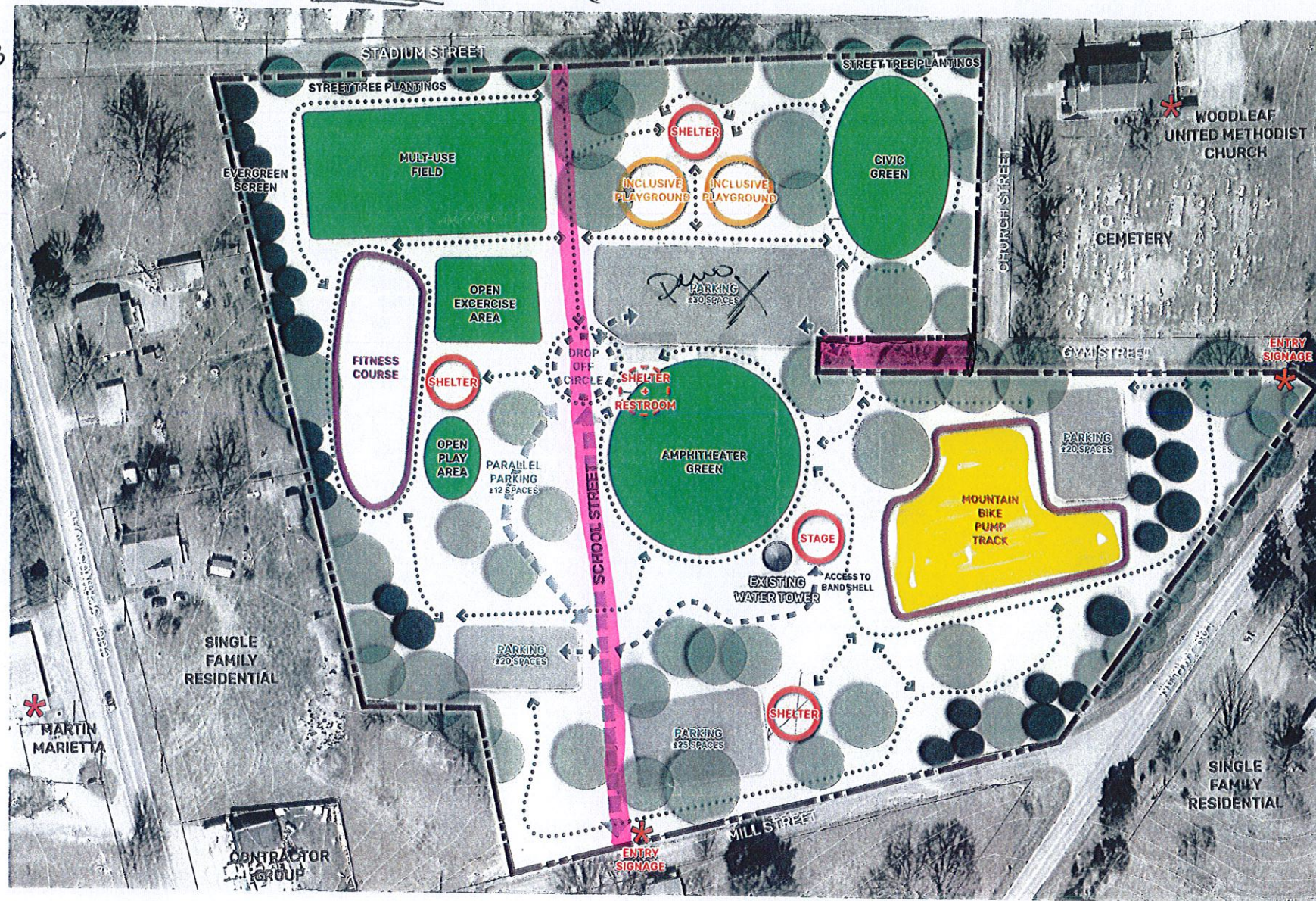
DOT-DISTRICT ENGINEER - MEZAK TUCKER (704) 630-3200

NE DOT # 919-707-4552

JOSH (204) 630-3208  
JOSH MCMAHAN? (ROAD ABANDONMENT)

COJSV4DD 2D

4-shelters  
2-playgrounds  
1-restroom

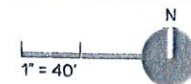


Gym St.  
#1967  
School St.  
#1966



OLD WOODLEAF ELEMENTARY SCHOOL SITE  
**PARK CONCEPT PLAN 1**  
WOODLEAF, NORTH CAROLINA | 12.27.2019 | P.01

**TO BE CLOSED**





**North Carolina Department of Transportation  
Division of Highways  
Abandonment Petition**

North Carolina

County of Rowan

**SR 1666 (School St)  
SR 1667 (portion of Gym St)**

Petition request for the abandonment of Secondary Road \_\_\_\_\_ from the State.

Maintained System

We the under signed, being all of the property owners on Secondary Road **SR 1666 & 1667**  
in Rowan County do hereby request the Division of Highways of the Department of  
Transportation to abandon the road from the State Maintained System.

**PROPERTY OWNERS**

Name

Address

**Rowan County**

**130 W Innes St, Salisbury 28144**

*Name & Signature:*

**RESOLUTION PERTAINING TO ABANDONMENT OF  
GYM AND SCHOOL STREETS FROM THE  
STATE MAINTAINED SECONDARY ROAD SYSTEM**

**WHEREAS**, the Board of Commissioners of Rowan County, North Carolina, has received a petition requesting abandonment for the portions of streets on the accompanying map which are further described as:

- Being that portion of Gym Street (SR# 1967) extending approximately .06 miles west of its intersection with Church Street (SR# 1968); and,
- The entirety of School Street (SR# 1966) between Mill Street (SR# 1965) and Stadium Street (SR# 1969); and

**WHEREAS**, the Board of Commissioners of Rowan County, North Carolina, recognizes the North Carolina Department of Transportation has authority pursuant to NCGS 136-55.1 to abandon and remove roads from the State highway system; and

**WHEREAS**, the NC Department of Transportation's Division 9 District 1 Office has investigated and concluded the aforementioned road segments meets abandonment requirements; and

**WHEREAS**, the Board of Commissioners of Rowan County, North Carolina is of the opinion that the above-described road segments should be abandoned from the Secondary Road System, if the abandonment is in the best interest of the public and of the Division of Highways of the Department of Transportation and Highway Safety.

**NOW, THEREFORE**, be it resolved that the Board of Commissioners of Rowan County, North Carolina, requests the Division of Highways to review the above-described road segments, and to abandon said segments from the Secondary Road System if it is in the best interest of the public and the Division of Highways.

**CERTIFICATION**

I, Carolyn Barger, County Clerk of the County of Rowan, North Carolina, do hereby certify that the foregoing is a true and exact copy of a Resolution adopted by the Board of Commissioners of the County of Rowan, North Carolina in a regular session convened on the \_\_\_\_ day of August, 2022.

WITNESS my hand and corporate seal of the County of Rowan, North Carolina, this the \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Carolyn Barger  
Rowan County Clerk to the Board



**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Sheriff Kevin Auten  
**DATE:** 07-22-22  
**SUBJECT:** Request for Approval to Apply for FY22 Local Justice Assistance

---

The RCSO has been notified that we are eligible to receive \$13,343 from the FY22 Local Justice Assistance Grant from the US Department of Justice. Rowan County Sheriff's Office is a disparate jurisdiction with Salisbury City PD, so we are required to apply with them using a Memorandum of Understanding just like we have done for a number of years now.

The RCSO would like to spend these funds on obtaining 4 portable Flock Camera systems that could be placed in high crime areas for evidence collection, along with license tag reading to identify stolen vehicles & wanted persons.

Approve Request to Apply for the FY22 Local Justice Assistance Grant

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Memorandum to Request Approval to Apply for Grant	7/22/2022	Cover Memo



# ROWAN COUNTY SHERIFF'S OFFICE

## KEVIN L. AUTEN, SHERIFF

232 NORTH MAIN STREET, SALISBURY, NORTH CAROLINA 28144  
TELEPHONE: 704-216-8700 FAX: 704-216-8674

### MEMORANDUM

TO: Aaron Church, County Manager  
FROM: Sheriff Kevin Auten *[Signature]*  
REF: FY2022 Local Justice Assistance Grant  
DATE: July 20, 2022

The Rowan County Sheriff's Office has been notified that it is eligible to receive \$13,343 in funds through the Edward Byrne Memorial Justice Assistance Grant. This grant is a yearly grant from the Department of Justice. The grant amount is determined by a formula based on Part I violent crimes as reported to the FBI's Uniform Crime Reports.

As in the past number of years, the Rowan County Sheriff's Office was designated to be a disparate jurisdiction with the Salisbury City Police Department because Rowan County bears more than 50 percent of the costs of prosecution or incarceration that arises for the Part I crimes that have occurred in Salisbury's jurisdiction. Since the Salisbury Police Department is designated to receive a total award of \$35,780, which is more than one and one-half times more than the Sheriff's Office amount, we have been designated as disparate. The US Department of Justice has determined that the RCSO will receive \$13,343 of the total award to Salisbury PD.

The Rowan County Sheriff's Office proposes to use the funds to purchase the following items:

Four portable Flock Safety Camera Systems at a cost of \$3,000 each, along with the one-time set up cost of \$300 for each camera system. The total cost would be \$13,200. Obtaining these camera systems would allow the RCSO to install discrete camera systems in areas of high crime that would detect & capture objective evidence and would provide real-time alerts to deputies in the field that would enable them to apprehend wanted persons and/or recover stolen property. Flock camera systems are currently in use in 42 US States and 1500+ different US cities. This technology has allowed law enforcement agencies to recover millions of dollars in stolen property, and make thousands of arrests.

This memorandum is to request that this matter be placed on the consent agenda for approval, so that Salisbury Police Department can prepare a Memorandum of Understanding which will be submitted, as required to receive the grant, to the Bureau of Justice Assistance.

cc: Chief Deputy David Ramsey  
Major C. A. Moose  
Major J. C. Sifford  
Captain G. L. Hannold

Captain L. R. St. Clair  
Anna Bumgarner, Finance Director  
file

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Ann Kitalong-Will  
**DATE:** 7/22/2022  
**SUBJECT:** Request to Pursue Funding from Operation Underground Railroad (O.U.R.)

---

The Sheriff's Office has received notification of donation offer from Operation Underground Railroad (O.U.R.) to fund software licensing for the County for one year. The software license will provide for mobile digital forensics tools which are intended to enhance investigations.

O.U.R. is a nonprofit organization whose mission is to protect children from sex trafficking and sexual exploitation through collaboration with law enforcement agencies.

It is recommended that the Board of Commissioners approve the Sheriff's Office to pursue the donation offer from Operation Underground Railroad.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
OUR Donation Offer & Agreement	7/22/2022	Cover Memo



## OPERATION UNDERGROUND RAILROAD

### OPERATION UNDERGROUND RAILROAD (O.U.R.) DOMESTIC LAW ENFORCEMENT SUPPORT MUTUAL AGREEMENT FOR THE RECEIPT OF CONTRIBUTIONS

This Mutual Agreement Document (MAD) will govern contributions from O.U.R. to the **Rowan County Sheriff's Office, NC.**, each reserving the right to withdraw from the MAD with 30 day written notice with or without cause.

O.U.R. is a non-profit organization that exists to protect children from sex trafficking and sexual exploitation, a mission best accomplished through collaboration with law enforcement agencies (LEAs) both in the U.S. and abroad. O.U.R.'s domestic endeavors are different than its international activities. O.U.R. does not conduct domestic operations. O.U.R. recognizes that U.S. LEAs have the authority to enforce the laws relating to human trafficking and child exploitation and are therefore best positioned to conduct investigative and operational activities in this fight. O.U.R. is committed to empowering domestic LEAs by providing tools, training and technology to enhance their abilities to combat child exploitation.

O.U.R. shares a mission consistent with Internet Crimes Against Children (ICAC) task forces and has agreed to coordinate any domestic support with them. The receiving LEA will advise the presiding ICAC Commander in its state of this contribution to avoid duplication of efforts and to facilitate de-confliction.

The receiving LEA is responsible for researching agency or governing board policies and state laws governing the acceptance of contributions from 501(c)(3) organizations, and getting the necessary approvals to receive donations, in any form, from O.U.R. The receiving LEA will be responsible for any recurring costs associated with the donation or any other subsequent contributions.

O.U.R. is fully sustained by donors who generously give to help save children from being victimized by sexual predators, and to identify, rescue and heal those who have fallen prey to such predation. O.U.R. donors deserve to be informed regarding how their donations equate to the "measurables" necessary to combat child exploitation. By accepting this donation you agree to provide O.U.R. with numbers of any individuals arrested, or victims identified with the assistance of the donation. O.U.R. does not require any names or case identifiers, just raw numbers provided in bimonthly reports which O.U.R. will solicit. Furthermore, if forensic analysis of any devices located using the donation leads to the identification of a victim/s, those numbers, no names, are requested to facilitate program evaluation, and most importantly assure our donors that these donations are doing exceptional things to safeguard children. Additionally, O.U.R. is required to account for contributions made to LEAs during biannual audits. Such reports will provide documentation and indicators of yield associated with this contribution.

Withdrawal from this document will not exempt the LEA, from agreed upon reporting requirements. Further, withdrawal from or noncompliance with the terms of this MAD shall

not obligate the LEA to refund or reimburse O.U.R. for the contributions provided hereunder.

Donors deserve seeing how their contributions translate to children being safeguarded from predators, and such reporting and media exposure is a great motivator for continued support to O.U.R., which enables O.U.R. to further support LEAs. Where O.U.R. contributions support an operation resulting in arrests or other newsworthy activity, acknowledgment of O.U.R.'s support is requested in associated press releases. O.U.R. will coordinate with the LEA's designated media rep about sharing, via website or social media posts, any successes and stories of interest made possible by the support provided. O.U.R. will not publish or share LEA identifiers, such as name or logo, without prior written consent of LEA.

The receiving LEA shall not, and shall use commercially reasonable efforts to cause its employees and agents not to, at any time, make statements or representations, or otherwise communicate, directly or indirectly, in writing, orally, or otherwise, including but not limited to any press release or public filing, or take any action which may, directly or indirectly, disparage O.U.R. or any of its subsidiaries or affiliates or their respective officers, directors, employees, advisors, businesses, or damage any of their reputations. Notwithstanding the foregoing, nothing in this MAD shall preclude the receiving LEA from making truthful statements that are required by applicable law, regulation, or legal process, provided that the receiving LEA shall provide O.U.R. with written notice of such statements, which notice shall include the content of such statements. The provisions of this section shall survive the expiration or earlier termination of this MAD.

Acceptance of any O.U.R. donations shall not create any requirements or obligations of LEA except for those specifically stated in the preceding paragraphs.

For any future donations governed by this document, a description, reporting requirements and other specifics associated with the donation will be provided for agreement of both parties as a supplement to this original agreement with an addendum delineating the contribution.

**Designated LEA Point of Contact for Reporting: Detective Jeremy Thomason**  
**Phone number: 704-216-8683**  
**Email: [jeremy.thomason@rowancountync.gov](mailto:jeremy.thomason@rowancountync.gov)**

**Designated LEA Media Representative: Major John Sifford**  
**Phone number: 704-216-8668**  
**Email: [john.sifford@rowancountync.gov](mailto:john.sifford@rowancountync.gov)**

The following donations, or forms thereof, will be provided to the **Rowan County Sheriff's Office, NC:**

- 1) *GrayKey Advanced License (1-year) \$25,770.50*

Please sign below in acknowledgment that you understand the content herein and will agree to O.U.R.'s requests as the recipient of donation/s listed.

J.C. Holt

O.U.R. Representative Name

*J.C. Holt*

O.U.R. Representative Signature

6/29/22

Date

**Rowan County Sheriff's Office, NC.**

Law Enforcement Representative Name

Law Enforcement Representative Signature

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Shane Stewart  
**DATE:** July 22, 2022  
**SUBJECT:** Schedule Public Hearing for Z 06-22: David Tucker, for August 15, 2022

---

According to Rowan County Tax Assessor records, the existing structure located at 4725 Long Ferry Road Salisbury (Parcel 606-051) was built in 1985 and used as a convenience store until converted to office space in 2001. Planning Staff was not aware of the conversion, which likely was an interior upfit for the Rural Agricultural (RA) zoned property. In 2011, the Board of Commissioners approved a rezoning request from RA to Commercial, Business, Industrial with an accompanying Conditional District (CBI-CD) for a funeral home, which the applicant chose not to develop. In 2016, the Board of Commissioners approved a request from current property owner David Tucker to amend the CBI-CD zoning district to permit a grading and hauling business with up to five (5) trucks.

On behalf of Mr. Tucker, The Bogle Firm is requesting an amendment to the existing CBI-CD designation to accommodate a revision to their site plan to include a 2,240 sf addition for an existing heavy construction contractor business.

Schedule public hearing for August 15, 2022

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Staff Report	7/22/2022	Exhibit
Site Plan	7/22/2022	Exhibit
GIS Map	7/22/2022	Exhibit
Application	7/22/2022	Exhibit





## REZONING PETITION: Z 06-22: DAVID TUCKER

**Request:** Amend site plan for existing CBI-CD to allow 2,240 sf office addition for existing heavy construction contractor business

**Parcel ID:** 606-051

**Location:** 4725 Long Ferry Rd. Salisbury

**Lot size:** .94 AC

**Owner:** David Tucker

**Applicant:** The Bogle Firm

**Watershed:** N/A

**Floodplain:** N/A

**Existing Improvements:**  
2,720 sf office building

### BACKGROUND

According to Rowan County Tax Assessor records, the existing structure located at 4725 Long Ferry Road Salisbury (Parcel 606-051) was built in 1985 and used as a convenience store until converted to office space in 2001. Planning Staff was not aware of the conversion, which likely was an interior upfit for the Rural Agricultural (RA) zoned property. In 2011, the Board of Commissioners approved a rezoning request from RA to Commercial, Business, Industrial with an accompanying Conditional District (CBI-CD) for a funeral home, which the applicant chose not to develop. In 2016, the Board of Commissioners approved a request from current property owner David Tucker to amend the CBI-CD zoning district to permit a grading and hauling business with up to five (5) trucks.

### REQUEST

On behalf of Mr. Tucker, The Bogle Firm is requesting an amendment to the existing CBI-CD designation to accommodate a revision to their site plan to include a 2,240 sf addition for an existing heavy construction contractor business.

### PLAN DETAILS

According to the site plan provided, site details include:

- Location will be used as an office for accounting and estimating for a heavy construction land development and grading contractor.
- All company trucks / vehicles, heavy equipment, and material storage will be stored off-site.
- 2,240 sf office addition with handicap parking and building access accommodations.
- Minor improvement to SE parking area for a total of 17 spaces.
- Leyland Cypress tree buffer installed along the rear property line (either was not installed in 2016 or died).

**CONFORMITY  
WITH ADOPTED  
PLANS / POLICIES**

expansion of existing businesses that minimize conflict with surrounding residential uses through design standards or impact mitigation techniques are encouraged.

East Area LUP

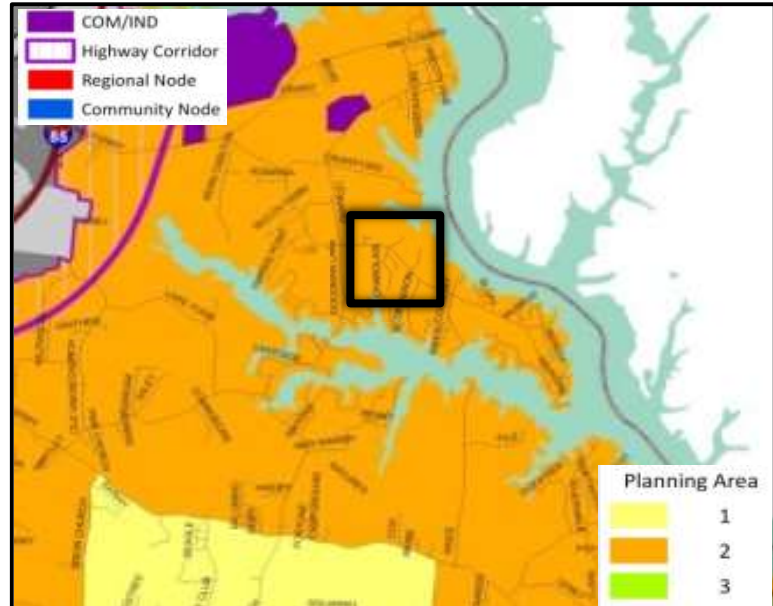
- Located in Area 2.
- Proposals for

**CONSISTENCY WITH  
THE DISTRICTS  
PURPOSE / INTENT**

**Commercial,  
Business,  
Industrial**

**(CBI)** – This zone allows for a wide range of commercial, business and light to medium industrial activities which support both the local and / or regional economies. The CBI district is generally appropriate in areas identified by an adopted land use plan that recommend “highway business” along identified NC and US highways; community / regional / potential development nodes; commercial corridors; and existing commercial areas. Areas served by public water / sewer represent significant public investment to foster tax base growth and employment opportunities for the citizens, which could be served through CBI designation. The CBI district may also exist or be created in an area other than listed in this subsection if the existing or proposed development is compatible with the surrounding area and the overall public good is served.

**Conditional Districts (CD)** – There are instances where a rezoning request to a general district would be inappropriate and could not effectively be managed by the district’s general development standards. As an alternative manner to evaluate such a request, a conditional district may propose specific development standards necessary to address anticipated impacts on surrounding properties and the county, establish consistency with adopted plans, and / or provide a clear understanding of the type and degree of future development allowed within the district. This can often be achieved by the commitment to a specific use or uses permitted in the conditional district, increased development standards, or site plan details, which are tailored to address the aforementioned objectives and sufficient to allow for an appropriate evaluation of the request. This voluntary procedure must be petitioned by the property owner or their authorized agent as a development proposal and not for securing early zoning for tentative uses which may not be undertaken for a long period of time.



**COMPATIBILITY OF USES**

Since this is an amendment to an existing CD, a use comparison table is not necessary.

**CONDITIONS IN THE VICINITY****See Enclosed Map –****North**

- 4685 LFR – Mini-warehouse rezoned CBI-CD in 2005
- 4695 LFR – Automotive repair rezoned CBI-CD in 2005
- Small cluster of houses along the 4600 Block of LFR
- Bayridge Estates – 9 lot residential subdivision developed in 1989
- 4590 LFR – Millers Ferry Fire Department

**South**

- Chez Charolais Acres – 56 lot residential subdivision / manufactured home park developed in 1994
- Cluster of houses along LFR

**East**

- 4798 LFR – Residence on a predominantly wooded tract
- Middle Oaks – 11 lot residential subdivision developed in 1986

**West**

- Chez Charolais Acres
- 70 acre cattle pasture between LFR and Goodman Lake Rd.

**POTENTIAL IMPACT ON ROADS****Long Ferry Road (SR 2120) –**

- Classified as a local road (major thoroughfare designation from Goodman Lake Road to N. Salisbury Av. in Spencer).
- Most recent Annual Average Daily Traffic (AADT) count collected in 2015 just east of Goodman Lake Rd. estimate 1,700 vehicle trips.
- This request should have minimal impact on roads.
- According to a previous staff report, the existing driveways were permitted by NCDOT and should not require any change for office use.

**POTENTIAL IMPACT ON SCHOOLS**

None.

**POTENTIAL IMPACT ON UTILITIES**

The office is served by an on site- well and septic system. The addition will be subject to comply with applicable Rowan County Environmental Health Standards.

**DECISION MAKING**

In addition to the above criteria, sec. 21-362 (c) of the Zoning Ordinance indicates the primary question before the Board of Commissioners in a rezoning decision is “whether the proposed change advances the public health, safety, or welfare

as well as the intent and spirit of the ordinance.” Additionally, the board “shall not regard as controlling any advantages or disadvantages to the individual requesting the change but shall consider the impact of the proposed zoning change on the public at large.”

#### **PROCEDURES**

The Board of Commissioners must develop a statement of consistency and reasonableness describing whether its action is consistent with any adopted comprehensive plans and indicate why their action is reasonable and in the public interest. Planning Staff will provide the Planning Board recommended statement for the public hearing report.

#### **STAFF COMMENTS**

Staff’s primary concern is the use of the buffer area for material storage and the lack of vegetation or fencing adjacent to the residential uses. Based on site plan comments, materials will be stored off-site, which could be discussed as a condition of approval.

TUCKER LAND  
DEVELOPMENT  
ADDITION

4725 LONG FERRY ROAD  
SALISBURY, NC 28146



SHEET NUMBER  
A0.2  
OF: 1



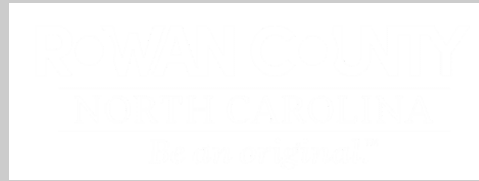
## PROPOSED SITE PLAN



SCALE:  $3/32" = 1'0"$



# Z 06-22: David Tucker



## Zoning

RS	MFR
RA	CBI
MHP	AO
	CD

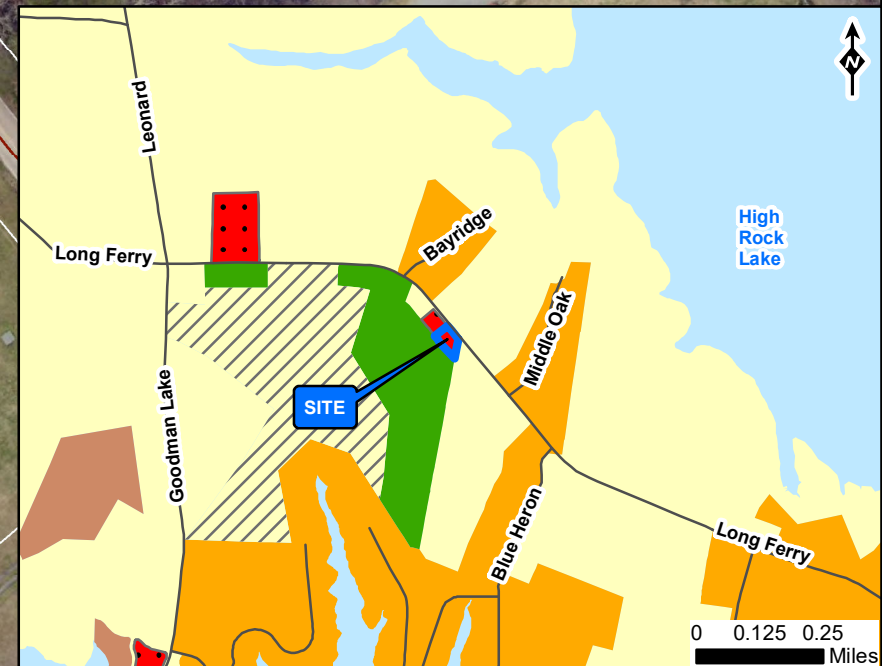
- Site
- Parcels
- Roads



Feb. / Mar. 2021 Aerial Imagery

Prepared by RC Planning Department: July 15, 2022

0 50 100  
Feet







Rowan County Department of  
Planning & Development  
402 N. Main Street Suite 204  
Salisbury, NC 28144  
Phone (704) 216-8588  
Fax (704) 638-3130  
www.rowancountync.gov

Case # Z 6-22  
Date Filed 6/30/22  
Received By SAS  
Amount Paid \$300.00

Office Use Only

2-018253-2022

## REZONING APPLICATION

### OWNERSHIP INFORMATION:

Name: David Tucker  
Signature: [Signature]  
Phone: 704.785.1593 Email: david@tuckerld.com  
Address: 184 Blue Heron Rd, Salisbury NC 28146

### APPLICANT / AGENT INFORMATION: Complete affidavit on back if non-owner

Name: The Bogle Firm, Pete Bogle  
Signature: [Signature]  
Phone: 704.638.2015 Email: pete@boglefirm.com  
Address: 110 N Main St, Suite 200, Salisbury NC 28144

### PROPERTY DETAILS:

Tax Parcel(s): 6606 051 Size (sq.ft. or acres): 1.06 ac  
Property Location: 4725 Long Ferry Rd, Salisbury NC 28146  
Current Land Use: CBI-CD  
Date Acquired: 5/26/2017 Deed Reference: Book 1290 Page 534

### REQUEST DETAILS:

Existing Zoning District CBI-CD Requested Zoning District CBI-CD (same)

If requesting a conditional zoning district, list proposed use or uses:

See Site Plan for proposed use.

Additional information enclosed restricting the conditional use district? Yes ☐ No ☒

Site plan containing information from sec. 21-52 enclosed? Yes ☒ No ☐

### AFFADAVIT OF OWNER

To be completed if applicant is not the property owner

I (We), David Tucker, owner(s) of the within described property do hereby request the proposed rezoning and hereby authorize the person listed below to act as my (our) duly authorized agent in this matter.

Signature(s): *David Tucker*

Date: 6/30/2022

Name of Applicant / Agent: Pete Bogle, The Bogle Firm

Address: 110 N Main St, Suite 200, Salisbury NC 28144

Phone Number: 704.638.2015

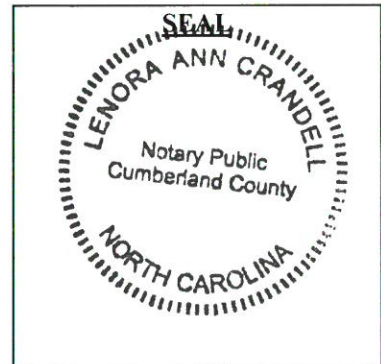
**IT IS UNDERSTOOD BY ALL PARTIES HERETO INCLUDING OWNER(S) & APPLICANT(S) / AGENT(S) THAT WHILE THIS APPLICATION WILL BE CAREFULLY CONSIDERED AND REVIEWED, THE BURDEN OF PROVIDING ITS NEED RESTS WITH THE ABOVE NAMED APPLICANT WHETHER OWNER, NON-OWNERS, OR OWNER'S AGENT.**

STATE OF North Carolina COUNTY OF Cumberland

I, Lenora Ann Crandell, a Notary Public for said County and State, do hereby certify that David Tucker personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

My commission expires July 31, 20 22.

*Lenora Ann Crandell*



#### OFFICIAL USE ONLY

1. Signature of Rezoning Coordinator: *[Signature]* 2. Planning Board

Courtesy Hearing: 7/25/22 3. Notifications Mailed: 7/13/22 4. Property Posted:

7/13/22 5. Planning Board Action: Approved \_\_\_\_\_ Denied \_\_\_\_\_ 6. Board of Commissioners

Public Hearing: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 7. Notifications Mailed: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 8. Property Posted:

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 9. Dates Advertised: 1<sup>st</sup> \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 10. BOC Action: Approved

\_\_\_\_\_ Denied \_\_\_\_\_ 11. Date Applicant Notified: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Ann Kitalong-Will  
**DATE:** 7/22/22  
**SUBJECT:** Grant Agreement - SLNC Bright Ideas

---

Rowan Public Library has received notification of an award from the State Library of North Carolina "Bright Ideas Grant." The funds are in the amount of \$9,900, to be used to fund the purchase of the "Book Bike" and program supplies.

*"This program was supported by grant funds from the Institute of Museum and Library Services under the provisions of the federal Library Services and Technology Act as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources."*

It is recommended that the Board of Commissioners approve the County Manager to accept these funds by signing the Bright Ideas Grant Agreement.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Bright Ideas Grant Agreement	7/22/2022	Cover Memo

**GRANT AGREEMENT**  
**LSTA 2021-2022 SLNC Bright Ideas Grant**  
 State Project Code: NC-21-533

This is an agreement by and between Rowan Public Library,  
 hereinafter referred to as "the Library," and the State Library of North Carolina, Department of Natural and  
 Cultural Resources, hereinafter referred to as the "State Library."

Institution and/or Library Name: Rowan Public Library

Mailing address: 201 West Fisher Street

City, State, ZIP: Salisbury, NC 28144-4953

Project manager name/title: Laurie Lyda

Project manager telephone: 704-216-8228

Project manager email: Laurie.Lyda@rowancountync.gov

Unique Entity Identifier: GCB7UCV96NW6

Federal Employer Identification Number: 56-6000336-H

Indirect cost rate for this award: N/A

Library fiscal year ending date: June 30

Federal Award Identification Information required by 2 CFR 200.332

Federal Award ID number: LS-249980-OLS-21

Federal Award Date: January 19, 2021

Grant Award Period Start and End Date: April 20, 2022 – September 1, 2022

Amount of Federal Funds Obligated by this Action: \$ 9900.00

Federal Award Project Description as required by FFATA: LSTA State Grants

Contact information for awarding official: Catherine Prince, Federal Programs Consultant, State Library  
 of North Carolina, 4640 Mail Service Center, Raleigh, NC, 27699-4600, 919-814-6796,  
 catherine.prince@ncdcr.gov.

CFDA Name / Number: Grants to States / 45.310

This award is not R&D.

The State Library has agreed to fund this grant with federal Library Services and Technology Act (LSTA)  
 funds to be disbursed through North Carolina Accounting System accounting fund 4601 1495 410 145.

**IN CONSIDERATION OF RECEIVING THE ABOVE REFERENCED GRANT FUNDING,  
 THE LIBRARY HEREBY AGREES TO:**

1. Accept and administer an LSTA grant from the State Library in the amount of \$ 9900.00  
 for costs associated with the project represented in the Library's grant application, grant  
 award letter, and any amendments thereto.
2. Abide by all Grant Provisions as certified in this document and the grant application; including any  
 certifications submitted with this grant agreement such as Children's Internet Protection Act (CIPA)  
 Compliance and Certification Regarding Debarment and Suspension; Lobbying; Federal Debt Status;  
 and Nondiscrimination.



3. Regularly inform the State Library on the progress of project activities as defined in the grant application.
4. Encumber and expend project funds (grant and matching)
  - only upon or after the effective date of this grant agreement and before its termination;
  - in accordance with the project budget as submitted with the project application, or as modified in the grant award letter, or as amended and approved by the State Library; and
  - in accordance with all applicable local, state and federal laws and regulations.
5. Expend project funds in a manner that ensures free and open competition.
6. Submit grant reimbursement requests with appropriate documentation of eligible project expenditures as defined in the grant application when there are significant expenditures, or at least mid-way through the grant period.
7. On or before **August 1, 2022**, request a minimum of seventy-five percent (75%) of the award amount; provide a list of remaining activities with an estimate of remaining grant expenditures as defined in the grant application.
8. Complete all project expenditures by **September 1, 2022**, or by the termination date of this agreement as amended by mutual consent.
9. On or before **September 15, 2022**, submit a final request for reimbursement.
10. If eligible, the Library and all subgrantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to N.C.G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.
11. Request prior written approval from the State Library for any equipment with a per unit price above \$5,000. List this equipment on the State Library Annual Equipment Tracking Survey, provided each January, for the remainder of its useful life. If fair market value at the time of surplus or disposal exceeds \$5,000, disposal must be cleared with the State Library.
12. Acknowledge the Institute of Museum and Library Services in all related publications and activities in conjunction with the use of grant funds as follows: "This publication/activity/program/etc. was supported by grant funds from the Institute of Museum and Library Services under the provisions of the federal Library Services and Technology Act (LSTA) as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources (IMLS grant number LS-249980-OLS-21)." Submit a copy of any publications or materials produced under the grant to the State Library.
13. Provide library services resulting from the grant to all members of the community served, in compliance with all Federal statutes relating to non-discrimination on the basis of race, color, national origin, sex, handicap, or age.
14. Request prior written approval from the State Library for any subcontracting or assignment to any subgrantee or assignee. Neither the Library nor any subgrantee or assignee is relieved of the duties and responsibilities of this agreement. Subgrantees and assignees agree to abide by the terms of this agreement and must provide all information necessary for the Library to comply with the terms of this agreement.
15. Only approved, awarded expenditures are allowable; any funds not expended as defined in the grant application will be repurposed by the State Library upon termination of this agreement.

16. Submit a final report to the State Library by **October 1, 2022**, providing a description of project expenditures, a narrative of project activities, and other elements required by the funder.
17. Certify upon completion of the grant that grant funds were received, used, and expended for the purposes for which they were granted.
18. Complete the Single Audit Certification as directed and maintain adequate financial records to ensure complete reporting, and retain programmatic, financial, and audit records relating to the grant for a minimum of three years from the due date of the final grant report at the end of the Five Year Plan, or until all audit exceptions have been resolved, whichever is longer. Provide access upon request to the Department of Natural and Cultural Resources, Office of the State Auditor, Institute of Museum and Library Services and the Comptroller General or their designees, to all records and documents related to the award, including audit work papers in possession of any auditor of the Library.
19. Ensure that grant funds are audited in compliance with state and federal audit requirements for local governments and public authorities, institutions of higher education, and non-profit organizations, and, as applicable, according to the standards of 2 CFR 200, Subpart F - Audit Requirements, as supplied by the Executive Office of the President, Office of Management and Budget, Washington, DC.
20. Comply with the requirements of North Carolina General Statute 143C-6-23: "State grant funds: administration; oversight and reporting requirements" and the corresponding rules of North Carolina Administrative Code, Title 9, Subchapter 03M, "Uniform Administration of State Grants," including submission of required financial reports within six months (or nine months for \$500,000 threshold) of the end of the Library's fiscal year(s) in which grant funds are received.
21. The State Auditor and the using agency's internal auditors shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during and after the term of the contract to verify accounts and data affecting fees or performance).
22. If not already on file, file with the State Library a copy of the Library's **policy addressing conflicts of interest** that may arise involving the Library's management employees and members of its board of directors, commissions, or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Library's employees or members of its board, commissions, or other governing body, from the Library's disbursing of grant funds and local matching funds and shall include actions to be taken by the Library or the individual, or both, to avoid conflicts of interest and the appearance of impropriety. (N.C.G.S. 143C-6-23(b)). The policy shall be filed before the State Library may disburse the grant funds, unless the Library is covered by the provisions of N.C.G.S. 160A-479.11 and 14-234.
23. File with the State Library the Library's sworn written statement completed by the Library's board of directors or other governing body stating that, pursuant to N.C.G.S. 143C-6-23(c), the Library does not have any **overdue tax debts**, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level. The policy shall be filed before the State Library may disburse the grant funds, unless the Library is covered by the provisions of G.S. 160A-479.11 and 14-234.

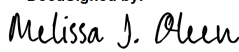
#### **THE STATE LIBRARY AGREES TO:**

1. Award LSTA grant funds to the Library in the amount and under the terms and conditions stated above, subject to the availability of funds.
2. Pay LSTA grant funds upon receipt of reimbursement requests for approved, awarded expenditures submitted by the Library. Pay by **August 31, 2022**, all approved requests received on or before **July 15, 2022**, and by **September 30, 2022**, all approved requests received by **August 15, 2022**.
3. Assist the Library as appropriate and necessary with the implementation of this project. Provide monitoring and oversight through a combination of periodic emails, calls, visits, and review of reimbursement requests and reports.
4. Report on this project to the federal funding agency, the Institute of Museum and Library Services, and the North Carolina Office of State Budget and Management in accordance with all applicable federal and state requirements.

**THIS AGREEMENT** is in effect upon signing by all parties. It may be amended, if necessary, upon the mutual acceptance of a written amendment to this agreement signed and dated by the Library and the State Library. Such amendment(s) shall state any and/or all change(s) to be made. This agreement may be terminated by mutual consent with 60 days' prior written notice or as otherwise provided by law.

Returning signed agreements signifies accepting the grant award; awards not accepted by **August 31, 2022** may be withdrawn.

*[Please sign below.]*

<p>DocuSigned by:    <small>2AD9A0D9E20A404</small></p> <hr/> <p>Signature, Library Director</p> <hr/> <p>Melissa J. Oleen</p> <hr/> <p>Printed Name</p>	<p>7/19/2022</p> <hr/> <p>Date</p>
<p>x</p> <hr/> <p>Signature, Local Government or Institutional Representative</p> <hr/> <p>Aaron Church</p> <hr/> <p>Printed Name</p>	<p></p> <hr/> <p>Date</p> <hr/> <p>County Manager</p> <hr/> <p>Title</p>
<p>x</p> <hr/> <p>Signature, Michelle Underhill, State Librarian</p>	<p></p> <hr/> <p>Date</p>

**GRANT PROVISIONS**

The following state and federal provisions apply to the LSTA grant program. Libraries awarded grants must agree to comply with these provisions.

**1. Grant Agreement and Timing of Expenditures**

Official notification of the grant award must be received from the State Library and a grant agreement (formal agreement between the grantee and the State Library) signed by both the representatives of the library and the State Librarian *before* any funds may be encumbered or expended for the project.

**2. Allowable and Unallowable Costs**

Grantees must carry out the grant project according to the approved grant application, and all federal funds must be expended solely for the purpose for which a grant was awarded. The following costs are unallowable and may not be proposed as grant project costs: bad debts, contingencies, contributions and donations, entertainment, fines and penalties, under recovery of costs under grant agreements (excess costs from one grant agreement are not chargeable to another grant agreement).

**3. Legal and Regulatory Compliance**

Grantees must expend grant funds in accordance with all applicable local, state, and federal laws and regulations.

**4. Budget Revisions and Programmatic Changes**

Grantees must not deviate from the approved budget and plan for carrying out the grant project as contained in the approved grant application unless prior approval is obtained from the State Library.

**5. Records Retention**

Grantees must maintain adequate records to ensure complete reporting, and retain programmatic and financial records relating to the grant for a minimum of three years from the due date of the final grant report at the end of the Five Year Plan, or until all audit exceptions have been resolved, whichever is longer.

**6. Free and Open Competition**

Purchases made from grant funds must be carried out to ensure free and open competition to the extent possible. Libraries eligible to purchase under state contract may use this option for grant purchases.

**7. Debarment & Suspension**

Transactions for the purposes of this grant will not knowingly be made with parties who have been debarred or suspended from receiving Federal financial assistance under Federal programs and activities (Debarment and Suspension Certification). See Excluded Parties List System at <https://www.sam.gov>.

**8. Equipment Purchases and Inventory**

Equipment with a per unit price above \$5,000 requires advance written approval from the State Library. If fair market value at the time of surplus or disposal exceeds \$5,000, disposal must be cleared with the State Library.

**9. Publicizing & Acknowledging Funds**

Grantees are required to credit IMLS/LSTA in all related publications and activities in conjunction with the use of grant funds. Grantees should publicize grant-supported activities in available and appropriate media. The following statement must be used when meeting these requirements: "This publication/activity/program was supported by grant funds from the Institute of Museum and Library Services under the provisions of the federal Library Services and Technology Act as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources." Copies of any publications or materials produced under the grant must be submitted to the State Library. IMLS logos are available at [http://www.imls.gov/recipients/imls\\_acknowledgement.aspx](http://www.imls.gov/recipients/imls_acknowledgement.aspx)

**10. Lobbying**

Grantees are prohibited by federal law from using grant funds to pay costs associated with lobbying Congress or the public for purposes of influencing elections, legislation, or the award of any federal funds. Grantees receiving an award of over \$100,000 must file a certification regarding lobbying.

**11. Non-discrimination**

All library services provided as a result of federal grant funds must be available without discrimination to all members of the community served. Participation may not be denied on the basis of race, color, national origin, handicap, age, or sex. Relevant legislation includes but is not limited to the following: Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d through 2000d-4); Title IX of the Education Amendments of 1972 (20 U.S.C. 1681-1683); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); The Age Discrimination Act (42 U.S.C. 6101 *et. seq.*); 45 CFR 1110 - Nondiscrimination in federally assisted programs; 45 CFR 1170 - Nondiscrimination on the basis of handicap in federally assisted programs and activities; 45 CFR 1181 - Enforcement of nondiscrimination on the basis of handicap in programs or activities conducted by the Institute of Museum and Library Services.

**12. Trafficking in Persons**

Grantees must comply with 22 U.S.C. § 7104(g) which prohibits engaging in trafficking in persons, procuring a commercial sex act, or using forced labor.

**13. Audit and Financial Reporting Requirements**

LSTA grants must be audited in compliance with federal and state audit requirements for local governments and public authorities, institutions of higher education, and non-profit organizations. The following source documents outline the standards and requirements:

- United States Office of Management and Budget (OMB) 2 CFR 200, Subpart F - Audit Requirements
- North Carolina General Statute 143C-6-23 "State grant funds: administration; oversight and reporting requirements," and the corresponding rules of North Carolina Administrative Code, Title 09, Chapter 03M, "Uniform Administration of State Grants."

**LEGAL REFERENCES:**

- 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards [address grants and cooperative agreements pertaining to institutions of higher education, states, local governments, Indian tribes, and nonprofit organizations]
- 2 CFR Part 3185 - Nonprocurement debarment and suspension
- 2 CFR 3186 - Requirements for drug-free workplace

## **CERTIFICATION REGARDING DEBARMENT AND SUSPENSION; LOBBYING; FEDERAL DEBT STATUS; AND NONDISCRIMINATION**

### **1. DEBARMENT AND SUSPENSION**

The grantee shall comply with 2 CFR Part 3185. The undersigned, on behalf of the grantee, certifies to the best of his or her knowledge and belief that neither the grantee nor any of its principals:

- (a) Are presently excluded or disqualified;
- (b) Have been convicted within the preceding three years of any of the offenses listed in 2 CFR section 180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period;
- (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses listed in 2 CFR section 180.800(a);  
or
- (d) Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the grantee is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this submission.

The grantee is required to communicate the requirement to comply with 2 CFR Part 180 Subpart C (Responsibilities of Participants Regarding Transactions Doing Business With Other Persons) to persons at the next lower tier with whom the grantee enters into covered transactions.

### **2. LOBBYING**

As required by Section 1352, Title 31 of the United States Code, and implemented for persons entering into a grant or cooperative agreement over \$100,000, the grantee certifies to the best of his or her knowledge and belief that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into of a cooperative agreement, or the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than appropriated Federal funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the grantee) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall request, complete, and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.



### 3. FEDERAL DEBT STATUS

The undersigned, on behalf of the grantee, certifies to the best of his or her knowledge and belief that the grantee is not delinquent in the repayment of any Federal debt.

### 4. NONDISCRIMINATION

As required by the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Education Amendments of 1972, and the Age Discrimination in Employment Act of 1975, as implemented at 45 C.F.R. Part 1180.44, the undersigned, on behalf of the grantee, certifies that the grantee will comply with the following nondiscrimination statutes and their implementing regulations:

- (a) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 *et seq.*), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity receiving Federal financial assistance;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 *et seq.*), which prohibits discrimination on the basis of disability in Federally-assisted programs; (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-83, 1685- 86), which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance;
- (d) The Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age in Federally-assisted programs;

The undersigned further provides assurance that it will include the language of these certifications in all subawards and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the grantee, I hereby certify that the grantee will comply with the above certifications.

---

Signature of Authorized Certifying Official

Aaron Church

County Manager

---

Print Name and Title of Authorized Certifying Official

---

Date

I have attached my Conflict of Interest Policy

☒ My Conflict of Interest Policy is on file

I have attached my LSTA Partner Statement(s)

☒ My LSTA Partner Statement(s) are on file or I don't have eligible partners

Certification Regarding Debarment and Suspension; Lobbying; etc.

page 2 of 2

**CIPA COMPLIANCE CERTIFICATION FORM**  
for Public Libraries

As the authorized library representative, I hereby certify that the library is  
(check only **one** of the following boxes)

- A. ☒ CIPA Compliant  
The applicant library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.

**OR**

- B. ☐ The CIPA requirements do not apply because no funds made available under the LSTA program will be used to purchase electronic equipment capable of accessing the Internet or to pay for direct costs associated with accessing the Internet.

Melissa J. Oleen

Print name of library director

*Melissa J. Oleen*

Signature of library director

7/19/2022

Date

## CIPA COMPLIANCE INFORMATION

Libraries that are neither public libraries nor public elementary or secondary school libraries are not subject to CIPA and do not have to comply with this law.

### Overview

CIPA is the Children's Internet Protection Act, which applies to public libraries and public elementary and secondary school libraries seeking funds under the federal Universal Service (E-rate) program or the Library Services and Technology Act (LSTA) grant programs funded by the Institute of Museum and Library Services (IMLS) and administered by the State Library of North Carolina.

### Affected Libraries

The following types of libraries applying for LSTA grants from the State Library of North Carolina must be CIPA compliant and must submit the **CIPA Compliance Certification Form** with their signed Grant Agreement.

- Public libraries
- Public school libraries
- Consortia with public and/or public school libraries

If a library type listed above is already compliant with CIPA under the rules for receiving E-rate funds, that library is not affected by the rules established for LSTA grant recipients. Accordingly, the compliance information in this document applies **only** to libraries meeting **all three** of the following conditions.

The library is:

- 1) a public library or public elementary or secondary school library,
- 2) NOT required to comply with CIPA through the federal Universal Service (E-rate) program, and
- 3) seeking LSTA funds for the purchase of technology used to access the Internet and/or for the payment of direct costs associated with accessing the Internet.

Libraries that are required to comply with CIPA because of the receipt of funds from the Universal Service (E-rate) program must adhere to a different and more stringent set of requirements. More information about those requirements may be found at <<http://statelibrary.dcr.state.nc.us/hottopic/cipa/cipa.htm>>. The compliance information in this document does not apply to libraries that must comply with CIPA under the Universal Service (E-rate) rules.

### Purchases That Require CIPA Compliance

A library that is subject to CIPA under the rules for LSTA must comply with the law when either of the following are approved for purchase with LSTA funds:

- technology used to access the Internet, or
- direct costs associated with accessing the Internet (i.e., the costs of connecting to an Internet service provider [ISP]).

### Requirements for Compliance

The policy requires that some form of "technology protection measure" be in use on *all* computers used to access the Internet. *This includes computers that were not purchased with LSTA funds but that are used to access the Internet.* The law provides no other guidance on technology protection measures. According to the CIPA legislation, the technology protection measure may be disabled upon the request of the user for "bona fide research or other lawful purposes." The law as applied to LSTA grant recipients *does not differentiate* between minors and adults when a request is made to disable the technology protection measure or unblock a website. Anyone may make such a request. For purposes of CIPA, a "minor" is someone under 17 years of age.

To receive LSTA funds for purchases listed above, the library must have in place a policy of:

- a) Internet safety for minors that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are (I) obscene; (II) child pornography; or (III) harmful to minors; and is enforcing the operation of such technology protection measure during any use of such computers by minors; and
- b) Internet safety that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are (I) obscene; (II) child pornography; and is enforcing the operation of such technology protection measure during any use of such computers.”

Note that the difference between (a) and (b) is that (a) applies to minors and includes the category of “visual depictions” that are “harmful to minors”, while (b) applies to adults and does not include the category “harmful to minors”.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Ann Kitalong-Will  
**DATE:** 7/22/2022  
**SUBJECT:** Airport Funding: Parallel Taxiway Rehabilitation

---

Mid-Carolina Regional Airport has received a Notification of Award that Federal Apportionment funds for State Fiscal Year 2023 have been approved on July 7, 2022 at the Board of Transportation Meeting.

**Award ID Description APP Funds Fed ARPA Match**  
36237.42.17.2 Parallel Taxiway Rehab \$958,038 \$106,483

It is recommended that the Board of Commissioners approve the County Manager to accept the funds for the Parallel Taxiway Rehabilitation project by approving submission of a NCDOT Division of Aviation Request for Aid.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Parallel Taxiway Rehabilitation	7/22/2022	Cover Memo





STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

07/12/2022

Mr. Aaron Church, County Manager  
Rowan County  
3670 Airport Loop  
Salisbury, NC 28147

**RE: NOTIFICATION OF AWARD**

Dear Mr. Church:

On behalf of Governor Roy Cooper, Transportation Secretary J. Eric Boyette, and the NC Board of Transportation, this Notification of Award serves as official verification that Federal Apportionment funds have been programmed for **Mid-Carolina Regional Airport**, Project Request No. 3970 for State Fiscal Year (SFY) 2023 and were approved at the July 7, 2022 Board of Transportation Meeting.

Any disbursement of funds described or contemplated herein is subject to appropriation by the General Assembly and appropriate approval or authorization from the Department and/or Board of Transportation.

The specific work elements and funding allocation is noted below:

<b>Award ID</b>	<b>Description</b>	<b>APP Funds</b>	<b>Federal ARPA Match</b>
36237.42.17.2	Parallel Taxiway Rehabilitation (CON)	\$958,038	\$106,483

Upon receipt of this award letter, the NCDOT Division of Aviation requires that you submit a Request for Aid within 120 days of receipt. Failure to meet this deadline will result in an elevated score on the annual risk assessment for non-compliance unless an extension is authorized in writing by the NCDOT Division of Aviation. Please visit the NCDOT Connect website below for links to detailed grant and development resources.

<https://connect.ncdot.gov/municipalities/State-Airport-Aid/Pages/default.aspx>

The NCDOT Division of Aviation requires effective project management for all projects to ensure that funds needed to complete this project are expended within two years from the date of this letter. Failure to meet this deadline will result in an elevated score on the annual risk assessment for non-compliance unless an extension is authorized in writing by the NCDOT Division of Aviation. Should the Airport encounter reasonable delays, the Division of Aviation has the ability to reprogram existing-year funds to a later year and divert the monies to another airport to expend those funds.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF AVIATION  
1560 MAIL SERVICE CENTER  
RALEIGH, NC 27699-1560

*Telephone:* 919-814-0550  
*Fax:* 919-840-9267

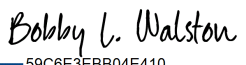
*Website:* [www.ncdot.gov/aviation](http://www.ncdot.gov/aviation)

*Location:*  
RDU AIRPORT  
1050 MERIDIAN DRIVE  
MORRISVILLE, NC 27560

After the project is completed and the final reimbursement request has been processed, the NCDOT Division of Aviation has the authority to rescind any remaining unused funds (with the exception of NPE and Discretionary funds) for use toward other projects. Any disbursement of funds described or contemplated herein is subject to appropriation by the General Assembly and appropriate authorization from the Department and/or Board of Transportation.

The NCDOT Division of Aviation appreciates your commitment and contribution to our state aviation system and we are excited to partner with you on this grant.

Sincerely,

DocuSigned by:  
  
59C6E3EBB04E410...  
Bobby L. Walston, P.E.  
Director of Aviation

BLW/sg

cc: Governor Roy Cooper  
J. Eric Boyette, Secretary NCDOT  
Julie A. White, Deputy Secretary for Multi-Modal Transportation  
Richard Burr, United States Senate  
Thom Tillis, United States Senate  
Ted Budd, United States Congress  
Andrew Perkins, Jr., BOT Representative  
Valerie Steele, Airport Director  
James Howden, Finance Director  
Pat Ivey, P.E., Division 9 Engineer

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner, Finance Director  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source Teleflex

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Rowan County Emergency Services utilizes the Arrow® EZ-IO® Intraosseous Vascular Access System that is manufactured by Teleflex®. The EZ-IO Needles are required when intraosseous access is needed. The only source to purchase these needles are from Teleflex®. This agreement would be approved as a 'sole-source' per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when: 1. Performance or price competition for a product are not available; 2. A needed product is available from only one source of supply; or 3. Standardization or compatibility is the overriding consideration

Board of Commissioners authorize the County to purchase EZ-IO needles from Teleflex for fiscal year 2022-2023 not to exceed \$35,000.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Alyssa Harris  
**DATE:** 08/01/2022  
**SUBJECT:** RSS Contract for School Nursing

---

Rowan County Health Department is contracting with Rowan Salisbury School System to provide school nursing (SNFI) services. This contract is from June 1, 2022 until May 31, 2023 and is not to exceed \$100,000.

Board of Commissioners to authorize the Public Health Director to enter into an agreement with Rowan Salisbury Schools for school nursing services not to exceed \$100,000.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
contract	7/22/2022	Cover Memo



Vendor #2729  
contract #23068  
\$100,000.00

ROWAN COUNTY CONTRACT MEMORANDUM

TO: Aaron Church, Rowan County Manager  
FROM: Alyssa Harris  
DEPT: Health Department  
DATE: July 1, 2022  
SUBJECT: Rowan Salisbury School System – Contract

PURPOSE OF CONTRACT:

The Rowan County Health Department is contracting with Rowan Salisbury School System to provide school nursing (SNFI) services.

CONTRACT CERTIFICATION

*By submitting this memorandum, I agree that I have:*

- 1. Read and understand the terms of the contract.*
- 2. To the best of my knowledge the terms, amount and activities surrounding this contract are compliant with North Carolina General Statutes, the Rowan County Purchasing Policy and any applicable regulations.*
- 3. I have secured and attached in MUNIS the Certificate of Insurance.*

Alyssa Harris

Signature of Health Director

06/29/2022

DATE





**Contract for School Health Nursing Services  
Between the  
County of Rowan and Rowan-Salisbury School System  
June 1, 2022 - May 31, 2023**

This agreement between the Rowan County Health Department, hereinafter referred to as the "Department", and the Rowan-Salisbury School System (sub-contractor), hereinafter referred to as the "School", is entered into for the purpose of providing school nursing (SNFI) services to the students of the Rowan-Salisbury School System.

**Whereas:** Both the Department and the School mutually agree that the purpose of providing school nursing services is to promote the optimal health and well-being, and readiness to learn of all students in Rowan-Salisbury Schools; and,

**Whereas:** Both the Department and the School mutually agree that the long-term purpose of these funds is to provide full-time nursing services to each school in the system; and,

**Whereas:** Both the Department and the School mutually agree that the School Nurse Funding Initiative (SNFI) is a useful step toward the goal of having a nurse to student ratio that is consistent with the national standard, and improves access to basic health services for all students served; and

**Whereas:** Both the Department and the School mutually agree to continue to provide school nursing services as specified in the annually developed Contract between Rowan County Health Department and Rowan-Salisbury School System.

**THEREFORE:** In consideration of the following mutual covenants/conditions and any sums to be paid, the Department and the School agree as follows:

**The Department agrees:**

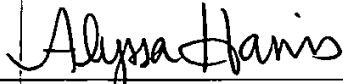
1. To provide funds not to exceed \$100,000 to the sub-contractor for the purpose of supporting two nationally certified school nurse(s) or registered nurse(s) working toward school nursing certification for the 2022-2023 school year.
2. To pay funds monthly upon submission of an invoice that specifies personnel and other allowable costs and the Department shall pay the sub-contractor within thirty (30) days of receipt of the invoice. Any adjustments to the invoice shall be taken into account in the succeeding invoice or soon thereafter.
3. To assure payment for funds is used only for personnel costs (salary and fringe) and continuing education costs up to \$750 per SNFI position.
4. To participate in the Rowan-Salisbury School Health Advisory Council.
5. To collaborate with the School to include the School Health Nurses in emergency/disaster preparedness trainings, and to include information on the school health nurse role in a public health emergency and sheltering situation.
6. To collaborate with the School in providing communicable disease control and prevention

measures in the school system. This will include immunization events in an effort to have all students meet the Department of Public Health requirements for childhood vaccinations.

**The Sub-Contractor agrees:**

1. To provide a detailed budget to the Division of Public Health Regional School Health Nursing Consultant, Kim Richau, by September 1, 2022.
2. To utilize funds not to exceed \$100,000 for the purpose of supporting two nationally certified school nurse(s) or registered nurse(s) working toward school nurse certification for the 2022-2023 school year.
3. This certification must be completed no later than three years after employment as a school nurse. The School will submit a certification plan within 30 days of hire and will update the plan at least twice annually until the nurse is certified.
4. To complete, sign, and submit an annual written Work Plan to assure the provision of identified basic health services.
5. To provide direct nursing services to students within one or more schools following the scope of work in Attachment II.
6. To submit an invoice to the Department monthly that specifies personnel and other allowable costs for the period.
7. To provide adequate space, computer equipment, supplies and travel reimbursement for the designated position through other funds at the same level as provided to other school nurses supported by the Department or the Sub-Contractor.
8. To inform the Division of Public Health Regional School Health Nursing Consultant of the employment of the nurses, and in the event of termination, whether voluntary or involuntary, and the date of termination within 4 working days of such action.
9. To maintain documentation that each nurse employed under this contract is and remains current in his/her licensure as a Registered Nurse in good standing with the North Carolina Board of Nursing.
10. To provide supervision of the SNFI nurses according to the Division of Public Health Regional School Health Nursing Consultant.
11. To assume the full responsibility for negligence of its employees that provide nursing services under the terms of this contract for the contract positions, and for all nurses employed directly by the Sub-Contractor, but functioning under the direction of this contract.
12. To only use funds for salary, fringe, and to support continuing education and required school nurse training.
13. To assure that these funds will not supplant existing funds supporting school nurse positions.
14. To assure that the SNFI nursing positions will be allowed to assist the Department for local public health emergencies during state FY 2022-2023. The school health nurses may be called upon anytime to help the Department in a public health emergency which may include, but is not limited to, outbreak investigations, staffing mass dispensing or immunization clinics, providing disaster relief, sheltering, or other incidents that may arise.
15. To assure that services are provided in accordance with standards established by the North Carolina Nurse Practice Act and the NC Board of Nursing.
16. To assure that services are provided in a culturally sensitive manner.
17. To assure that services are provided in adherence to federal law in relation to privacy of student records, following both HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act), as applicable. Where HIPAA and FERPA may appear to conflict, FERPA shall be followed in regards to records that become a part of the student's educational records.
18. To assure maintenance, storage, destruction, and archiving of student health records per FERPA and the NC Division of Cultural Resources, Records Retention and Disposition Schedule

This contract shall be in effect for the period July 1, 2022 through June 30, 2023 and is renewable annually thereafter. Either party may terminate this contract with or without cause upon 60 days written notice.



Alyssa Harris, Health Director  
Rowan County Health Department



Dr. Jason Gardner  
Interim, Rowan-Salisbury Schools  
Superintendent

Date: 06/27/2022

Date: 6/21/22

(This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act)



Mr. James Howden  
County Finance Officer

Ms. Faith Lambeth  
School Finance Officer

JUN 15 2022

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **Attachment I**

### **Assurances**

(To be signed by the Superintendent of the Local Education Agency or other Sub-Contractor CEO)

Assure that these contracted funds will not be used to supplant existing federal, state, or local funds supporting school nurse positions. Communities will maintain current level of effort and funding for school nurses.

Initials

g

Assure that school nurses will be allowed to participate in required trainings.

## **Attachment II Scope of Work**

### **Purpose:**

The purpose of the contract is to improve the school nurse to student ratio in the School District in order to have a positive impact on improving children's health and their readiness to learn. Funds will be used to employ nationally certified school nurse(s) or registered nurse(s) working toward national certification to work full time in schools and enhance the local capacity to provide basic health services to students.

1. Employ two nationally certified school nurse(s) or registered nurse(s) working toward national certification, to work full time.
2. Submit an annual written work plan for each school nurse, no later than one month from hire date to the Division of Public Health Regional School Health Nursing Consultant.
  - a. The plan shall address delivery of basic health services, including activities, strategies and goals, within, but not limited to, the following areas:
    - i. Preventing and responding to communicable disease outbreaks;
    - ii. Developing and implementing plans for emergency medical assistance for students and staff;
    - iii. Supervising specialized clinical services and associated health teaching for students with chronic conditions and other special health needs;
    - iv. Administering, delegating where appropriate, and providing oversight and evaluation of medication administration and associated health teaching for other school staff who provide this service;
    - v. Providing or arranging for routine health assessments, such as vision, hearing, or dental screening, and follow-up of referrals; and
    - vi. Assuring that federal and state mandated health related activities are completed, which includes but is not limited to: Kindergarten Health Assessments, Immunization Status Report, blood-borne pathogen control plan (OSHA) requirements, services under Section 504, Individuals with Disabilities Education Act, Healthy Active Children (GCS-S-000) requirements for School Health Advisory Councils, and other mandated laws, rules and regulations pertaining to school health.
  - b. As required by HB 200 SL 2011-145 Section 10.22 (b): School nurses funded by SNFI do not assist in any instructional or administrative duties associated with a school's curriculum and do perform all of the following with respect to school health programs:
    - i. Serve as coordinator of the health services program and provide nursing care;
    - ii. Provide health education to students, staff, and parents;
    - iii. Identify health and safety concerns in the school environment and promote a nurturing school environment;
    - iv. Support healthy food services programs;
    - v. Promote healthy physical education, sports policies, and practices;
    - vi. Provide health counseling, assess mental health needs, provide interventions, and refer students to appropriate school staff or community agencies;
    - vii. Promote community involvement in assuring a healthy school and serve as school liaison to a health advisory committee;
    - viii. Provide health education and counseling and promote healthy activities and a healthy environment for school staff;
    - ix. Be available to assist the county health department during a public health emergency.
  - c. The plan shall also outline the steps the nurse(s) will take toward completing degree and certification requirements, if not already certified, no later than three years from the date of employment as a school nurse in North Carolina.



3. Submit a mid-year review of progress toward achieving goals in the work plan, scheduled by January 31, 2023 (if hired at start of school year) or by a date to be determined by the DPH regional school nurse consultant, if hired at a date different from start of school year.
4. Submit an annual report to the DPH Regional School Health Nursing Consultant that addresses the overall progress toward meeting the work plan outcomes, related, but not limited to, the health service areas listed above. Any information regarding strengths, challenges and the accomplishments of the position will also be reviewed. The report form for the annual report of data will be provided by the DPH Regional School Health Nursing Consultant to the sub-contractor in September of each school year. The link to the online report will be provided by the Regional School Health Nurse Consultant to each SNFI nurse in the spring. The report is due from each individual SNFI nurse no later than a week after the end of the school year; prior to resignation if not working the full school year; or upon a date to be determined with the DPH Regional School Health Nursing Consultant.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Sheriff Auten  
**DATE:** 08/01/2022  
**SUBJECT:** Wellpath Contract

---

Rowan County Sheriff's Office has a current contract with Wellpath to provide healthcare for inmates. Wellpath has requested a price increase for FY23. This increase is for 4% or \$41,219.52 over the FY22 contract price. This increase will bring the annual cost from \$1,030,488 to \$1,071,707.52.

Attached is notice from Wellpath for the price increase.

Board of Commissioners to authorize the County Manager to approve the requested price increase from Wellpath making the total annual amount \$1,071,707.52.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
letter	7/23/2022	Backup Material

22030



July 15, 2022

Captain Gregory M. Hannold, Jail Administrator  
Rowan County Sheriff's Office  
232 North Main Street  
Salisbury, North Carolina 28144

Re: Annual Renewal for the Inmate Health Care Services Agreement 2022 - 2023

Greetings Captain Hannold:

Wellpath is proud to partner with Rowan County and we are excited to move into another year of delivering quality healthcare to your inmates.

### Annual Renewal

Per Section 9.0 of our Agreement, the initial term of our contract ended June 30, 2022 and automatically renewed for an additional one-year period beginning July 1, 2022 through June 30, 2023.

### Annual Compensation Increase

As stated in Article 9.0.1, upon each renewal the parties shall negotiate an increase to the annual compensation in accordance with the Consumer Price Index for all Urban Consumers, US City Average for Medical Care Services, not less than 3.0% and not-to-exceed 5.0%. This index is 4.0% for May 2022.

Therefore, application of the 4.0% increase revises the annual compensation amount for professional health care services rendered at the Rowan County Detention Center facilities from **\$1,030,448.00** to **\$1,071,707.52**, or **\$89,308.96** monthly, beginning July 1, 2022 through June 30, 2023. The per diem will adjust from **\$0.69** to **\$0.72**.

	Annual Amount	Monthly
Base Compensation through 6/30/2022	\$1,030,488.00	\$85,874.00
4.0% Increase on Contract Amount	\$41,219.52	\$3,434.96
<b>Total Compensation for 7/1/2022 – 6/30/2023</b>	<b>\$1,071,707.52</b>	<b>\$89,308.96</b>

If the County agrees to the terms as presented, please sign the following page and email a scanned copy to Andrea Knox, Retention Specialist, at [akknox@wellpath.us](mailto:akknox@wellpath.us). Upon receipt of the signed proposal, our Legal Department will draft a formal contract amendment and route to the appropriate County individuals for signature. All other terms of the current Agreement, including any changes detailed above, shall remain in full force and effect through the end of the contract period.

We greatly appreciate our partnership and look forward to another successful year working together. Please feel free to contact Christopher Mosley, Regional Director of Operations for Rowan County, at 404-595-7921 with any additional questions or concerns you may have.

Sincerely,

Stan Wofford  
Senior Vice President





Cc: Christopher Mosely, Regional Director of Operations  
Adolfo Cisnero, Senior Director, Contract Retention

The undersigned is authorized by the Rowan County to accept the above terms:

\_\_\_\_\_  
Authorized Rowan County Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title



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**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Alyssa Harris  
**DATE:** 08/01/2022  
**SUBJECT:** COVID-19 School Health Team

---

The Rowan County Health Department is contracting with Rowan-Salisbury School System to fulfill requirements of AA620 COVID-19 school health team workforce. This contract will end May 31, 2023. The FY23 amount is for \$93,034.50.

Attached is the contract with FY23 Addendum.

Board of Commissioners to authorize the Public Health Director to enter into a contract with Rowan-Salisbury Schools to fulfill the requirements of AA620 COVID-19 school health team workforce for \$93,034.50 through May 31, 2022.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
contract	7/23/2022	Cover Memo



Vendor # 2729  
Contract # 22490

ROWAN COUNTY CONTRACT MEMORANDUM

TO: Aaron Church, Rowan County Manager  
FROM: Alyssa Harris  
DEPT: Health Department  
DATE: July 1, 2022  
SUBJECT: Rowan-Salisbury School System AA620 – Contract

PURPOSE OF CONTRACT:

The Rowan County Health Department is contracting with Rowan-Salisbury School System to fulfill requirements of AA620-COVID-19 School Health Team Workforce. The contract is a multi-year contract which ends May 31, 2023, 2023.

CONTRACT CERTIFICATION

*By submitting this memorandum, I agree that I have:*

- 1. Read and understand the terms of the contract.*
- 2. To the best of my knowledge the terms, amount and activities surrounding this contract are compliant with North Carolina General Statutes, the Rowan County Purchasing Policy and any applicable regulations.*
- 3. I have secured and attached in MUNIS the Certificate of Insurance.*

  
Signature of Health Director

06/30/2022  
DATE





**Contract for School Health Nursing Services  
Between the  
County of Rowan and Rowan-Salisbury School System  
April 1, 2022 – June 30, 2022**

This agreement between the Rowan County Health Department, hereinafter referred to as the "Department", and the Rowan-Salisbury School System (sub-contractor), hereinafter referred to as the "School", is entered into for the purpose of supporting school nurse and health room assistant services to the students of the Rowan-Salisbury School System.

**Whereas:** Both the Department and the School mutually agree that the purpose of providing school nursing services is to promote the optimal health and well-being, and readiness to learn of all students in Rowan-Salisbury Schools; and,

**Whereas:** Both the Department and the School mutually agree that School health is a recognized component of the public health effort for the school aged population. Public health and education are necessary partners in the operation of safe and healthy schools.

**Whereas:** The grant funds from NC Agreement Addendum 620 state that efforts should be taken to foster, grow and maintain the tie between public health and education in support of both COVID-19 response programs and other activities that improve population and individual health for students and school staff.

**Whereas:** Both the Department and the School mutually agree to continue to provide school nursing services as specified in the annually developed Contract between Rowan County Health Department and Rowan-Salisbury School System.

**Whereas:** This Agreement Addendum provides temporary funding for the Local Health Department to support school nurse and/or other school health serving positions (e.g., health educator, school mental health professional, school social worker) to provide services to students. People in those positions will serve as members of a school-based health team, collaborating with local school health programs to provide COVID-19 support and response in schools. Supporting positions may include supplementing the salaries of current positions to improve retention, recruiting, creating, and hiring of new student serving positions to fill gaps in the school-based health team, and/or contracting for positions to fill gaps in the school-based health team to provide and support other school health program activities that foster healthy students who are in school and ready to learn.

**THEREFORE:** In consideration of the following mutual covenants/conditions and any sums to be paid, the Department and the School agree as follows:

**The Department agrees:**

1. To provide funds not to exceed \$188,843 to the sub-contractor for the purpose of providing temporary funding to support school nurses and school health room assistants, who have assisted in efforts to address COVID-19. Supporting positions may include

supplementing the salaries of current positions to improve retention, recruiting, creating, and hiring of new student serving positions to fill gaps in the school-based health team, and/or contracting for positions to fill gaps in the school-based health team to provide and support other school health program activities that foster healthy students who are in school and ready to learn.

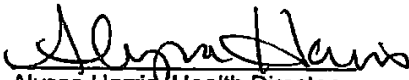
2. To pay funds monthly upon submission of an invoice that specifies personnel and other allowable costs and the Department shall pay the sub-contractor within thirty (30) days of receipt of the invoice. Any adjustments to the invoice shall be considered in the succeeding invoice or soon thereafter.
3. To assure payment for funds is used only for personnel costs (salary and fringe), continuing education costs, or medical supplies as approved by the Agreement Addendum. Allowable uses of funds include salary and fringe benefits, recruitment and hiring costs, staff development and training, IT hardware and software, equipment needed to perform the duties of the position, office supplies, utilities costs including internet, cell phones, travel and other costs associated with support of the expanded workforce to the extent these are not included in indirect costs.
4. Adhere to the following service quality measures:
  - a. Services are provided in accordance with standards established by the North Carolina Nurse Practice Act and the North Carolina Board of Nursing or licensing agency of the position type
  - b. The North Carolina School Health Program Manual, latest edition, shall be consulted as a resource, as well as the Scope and Standards of School Nursing developed by American Nurses Association and National Association of School Nurses.
  - c. Services are provided in a culturally sensitive manner.
  - d. Services are provided with adherence to federal law in relation to privacy of student records, following both HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act), as applicable. Where HIPAA and FERPA may appear to be in conflict, FERPA shall be followed regarding records that become part of the student's educational record; US Department of Education and North Carolina Department of Public Instruction guidelines are resources.
5. Complete the following reports via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>. All of the due dates for these reports are posted on the Smartsheet dashboard.
6. Complete in conjunction with the School each Quarterly Performance Report shall note whether LHD intends to hire the position directly, subcontract with a Community-Based Organization (e.g., a professional temporary employment agency) to fulfill the function, otherwise contract the position, or other.

**The Sub-Contractor agrees:**

1. To provide the Performance Measures as listed in Agreement Addendum 620, which will be provided as an Attachment.
2. To utilize funds not to exceed \$188,843 to the sub-contractor for the purpose of providing funding for retention of school nurses and school health room assistants.
3. The Children and Youth Branch will monitor the Local Health Department's performance according to the following plan:
  - a) The RSHNC will review Smartsheet financial reports and Aid-to-Counties draw-down reports to ensure that funds are spent according to allowable use on a monthly basis.
  - b) The RSHNC will monitor recruitment and hiring through Quarterly Performance Reports including review of position descriptions uploaded to Smartsheet.
  - c) The RSHNC will maintain regular contact (email, phone, and on-site) with the Local Health Department to review progress on contract deliverables at least quarterly.

- d) Deliverables, as outlined in this Agreement Addendum, will also be monitored via reported data provided through the 2021-22 North Carolina Annual School Health and Charter School Health Surveys in December 2021 and June 2022.
  - e) An annual monitoring report will be completed by the DPH program staff (RSHNC) at the end of the year (May 2022), and a copy made available to the Local Health Director.
4. Follow all funding guidelines or Restrictions as provided in the 620 ARPA COVID-19 School Health Team Workforce document.

This contract shall be in effect for the period April 1, 2022 through June 30, 2022 and is renewable annually thereafter. Either party may terminate this contract with or without cause upon 60 days written notice.

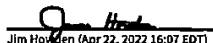
  
Alyssa Harris, Health Director  
Rowan County Health Department

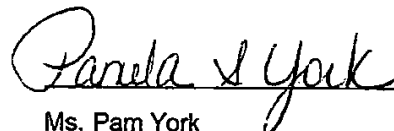
  
Dr. Jason Gardner  
Interim Superintendent

Date: 4/21/2022

Date: 4/20/22

(This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act)

  
Jim Howden (Apr 22, 2022 16:07 EDT)  
Mr. James Howden  
County Finance Officer

  
Ms. Pam York  
Interim Finance Officer

Date: 04/22/2022

Date: 4-20-2022  
1

## **Attachment I**

### **Assurances**

(To be signed by the Superintendent of the Local Education Agency or other Sub-Contractor CEO)

Initials

Assure that these contracted funds will not be used to supplant existing federal, state, or local funds supporting school nurse positions. Communities will maintain current level of effort and funding for school nurses.

A handwritten signature in black ink, consisting of a stylized 'S' followed by a horizontal line.

## **Attachment II Scope of Work**

### **Purpose:**

This Agreement Addendum provides temporary funding for the Local Health Department to support school nurse and/or other school health serving positions (e.g., health educator, school mental health professional, school social worker) to provide services to students. People in those positions will serve as members of a school-based health team, collaborating with local school health programs to provide COVID-19 support and response in schools. Supporting positions may include supplementing the salaries of current positions to improve retention, recruiting, creating, and hiring of new student serving positions to fill gaps in the school-based health team, and/or contracting for positions to fill gaps in the school-based health team to provide and support other school health program activities that foster healthy students who are in school and ready to learn.

The Local Health Department (LHD) shall:

1. Support the employment of one or more school health team workforce positions (i.e., school nurse, school social worker, health educator, mental health professional, etc.) through salary supplement, hiring, or contracting, and for the people in those roles serving as members of the school-based health team, to provide services to students.
2. Establish position descriptions for the positions consistent with licensure requirements for the position, current position descriptions on the school-based health team, and professional requirements and standards of practice. In addition to position specific work expectations, descriptions should include:
  - a. COVID-19 response related engagement in student and school health/public health efforts consistent with position type supported.
  - b. Provision and support of other school health program activities that foster healthy students who are in school and ready to learn.
3. Adhere to the following service quality measures:
  - a. Services are provided in accordance with standards established by the North Carolina Nurse Practice Act and the North Carolina Board of Nursing or licensing agency of the position type.
4. The North Carolina School Health Program Manual, latest edition, shall be consulted as a resource, as well as the Scope and Standards of School Nursing developed by American Nurses Association and National Association of School Nurses.
5. Association and National Association of School Nurses.
  - a. Services are provided in a culturally sensitive manner.
  - b. Services are provided with adherence to federal law in relation to privacy of student records following both HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act), as applicable. Where HIPAA and FERPA may appear to be in conflict, FERPA shall be followed regarding records that become part of the student's educational record; US Department of Education and North Carolina Department of Public Instruction guidelines are resources.



20032

## Division of Public Health Agreement Addendum FY 22-23

Page 1 of 6

Rowan County Public Health

Local Health Department Legal Name

620 ARPA COVID-19 School

Health Team Workforce

Activity Number and Description

06/01/2022 – 05/31/2023

Service Period

07/01/2022 – 06/30/2023

Payment Period

☒ Original Agreement Addendum

☐ Agreement Addendum Revision # \_\_\_\_\_

Women's & Children's Health/Children & Youth

DPH Section / Branch Name

Jenifer Simone, 919-218-1095

Jenifer.simone@dhhs.nc.gov

DPH Program Contact

(name, phone number, and email)

DPH Program Signature

Date

(only required for a negotiable agreement addendum)

### I. Background:

On March 11, 2021, the President signed into law the American Rescue Plan Act (ARPA) of 2021 (P.L. 117-2). ARPA provides additional relief to address the continued impact of the Coronavirus Disease 2019 (COVID-19) pandemic on the economy; public health; state, tribal, local, and territorial (STLT) governments; individuals; and businesses. Under ARPA, the Centers for Disease Control and Prevention (CDC) activated CDC-RFA-TP18-1802 Cooperative Agreement for Emergency Response: Public Health Crisis Response<sup>1</sup> to support public health response to COVID-19. Funds from this act were designated to recruit, hire, establish, expand, train, and sustain a public health workforce, which includes school nurses and other school health professionals. Recipients will operate under a two-year budget process in order to allow time to develop solutions for a more sustained public health workforce.

School health is a recognized component of the public health effort for the school aged population. Public health and education are necessary partners in the operation of safe and healthy schools. Efforts should be taken to foster, grow and maintain the tie between public health and education in support of both COVID-19 response programs and other activities that improve population and individual health for students and school staff. In support of sustainable school health/public health programs, 25% of the state funds awarded for public health workforce development are designated to support school-based health program workforce development.

<sup>1</sup> <https://www.cdc.gov/cpr/readiness/funding-crisis.htm>

Health Director Signature

(use blue ink)

Date

Local Health Department to complete:

(If follow-up information is needed by DPH)

LHD program contact name: \_\_\_\_\_

Phone number with area code: \_\_\_\_\_

Email address: \_\_\_\_\_

Signature on this page signifies you have read and accepted all pages of this document. Template rev. July 2020

**II. Purpose:**

This Agreement Addendum provides temporary funding for the Local Health Department (LHD) to strengthen and maintain a strong and inclusive school health team (e.g., school nurse, health educator, school mental health professional, school social worker, and other school health-serving positions) to provide services to students; training and professional development for school health professionals; and other school health workforce capacity building measures as needed and allowable.

People in these positions will serve as members of a school-based health team, collaborating with local school health programs to provide COVID-19 response, recovery, and resiliency support in schools. These people will contribute to strengthening school health as part of a local health system ready for the next public health challenge. To achieve this, the LHD may apply these funds to support positions, training, or other capacity-building investments.

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

The Local Health Department (LHD) shall:

1. Support the employment of one or more school health team workforce positions (e.g., school nurse, school social worker, health educator, mental health professional). Supporting positions may include supplementing the salaries of current positions to improve retention, recruiting, creating, and hiring of new student serving positions to fill gaps in the school-based health team, and/or contracting for positions to fill gaps in the school-based health team to provide and support other school health program activities that foster healthy students who are in school and ready to learn.
  - a. Establish position descriptions for the positions consistent with licensure requirements for the position, current position descriptions on the school-based health team, and professional requirements and standards of practice. In addition to position specific work expectations, descriptions should include:
    1. COVID-19 response and recovery related engagement in student and school health/public health efforts consistent with position type supported.
    2. The provision and support of other school health program activities that foster healthy students who are in school and ready to learn.
    3. Describing how the position contributes to a strong and inclusive school health workforce.
2. Support training and professional development opportunities for school health professionals and school faculty to strengthen the capacity of the school health workforce and ensure an inclusive and supportive professional environment. Descriptions of planned training and professional development investments should include:
  - a. How the investment relates to efforts to respond to or recover from COVID-19, including preparedness for future public health events
  - b. How the investment contributes to building a strong and inclusive school health workforce.
3. Make investments as needed to build school health workforce capacity (i.e., systems for managing data, technical assistance, or consulting contracts) to amplify the capacity of school health teams, such as removing barriers to services for students, improving efficiency and cohesiveness of team members, and supporting quality improvement activities. Provide descriptions of any capacity building investments, addressing the following:
  - a. How the investment relates to efforts to respond to or recover from COVID-19, including preparedness for future public health events
  - b. How the investment contributes to building a strong and inclusive school health workforce.

## 4. Adhere to the following service quality measures:

- a. Services are provided in accordance with standards established by the North Carolina Nurse Practice Act and the North Carolina Board of Nursing or licensing agency of the position type. The North Carolina School Health Program Manual, latest edition, shall be consulted as a resource, as well as the Scope and Standards of School Nursing developed by American Nurses Association and National Association of School Nurses.
- b. Services are provided in a culturally sensitive manner.
- c. Services are provided with adherence to federal law in relation to privacy of student records, following both HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act), as applicable. Where HIPAA and FERPA may appear to be in conflict, FERPA shall be followed regarding records that become part of the student's educational record; US Department of Education and North Carolina Department of Public Instruction guidelines are resources.

IV. **Performance Measures/Reporting Requirements:**1. **Performance Measures**

- a. Hiring
  - 1. Supplement, employ, or contract for the employment of one or more school health team workforce positions.
  - 2. Upload job descriptions of all team members supported in full or in part with these funds into the Smartsheet Dashboard. (The URL is listed in Paragraph 2).
  - 3. Report on demographics of applicants and newly hired employees in Smartsheet Dashboard.
- b. Training
  - 1. Create, organize, or expand access to trainings that enhance the capacity toward strengthening the school health workforce.
  - 2. Upload training description and attendee data supported in full or in part with these funds into the Smartsheet Dashboard.
- c. Other capacity building investments:
  - 1. Reduce barriers and demonstrate how the investment improves school health workforce staff capability.
  - 2. Provide ease of reporting for school health team activities and services provided. Upload investment area description supported in full or in part with these funds into the Smartsheet Dashboard.

2. **Reporting Requirements**

Complete the following reports via the Smartsheet dashboard, which can be accessed 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 reports will report on the prior month. The reports will be monthly, starting with the June 2022 report, which is due by July 22, 2022.
- b. **Quarterly Performance Reports:** These will report about the prior quarter's progress on implementing the Agreement Addendum's required hiring of positions. The first progress report is due on October 24, 2022 and it must include an estimated timeline for completion of this

Agreement Addendum's FY 22-23 deliverables. The quarterly periods for these progress reports are defined as:

- June – September 2022 (4 months)
- October – December 2022 (3 months)
- January – March 2023 (3 months)
- April – May 2023 (2 months)

Each Quarterly Performance Report shall note whether LHD intends to hire the position directly, subcontract with a Community-Based Organization (e.g., a professional temporary employment agency) to fulfill the function, otherwise contract the position, or other. Other information provided by each report is to include:

1. Overall Goal and actual number of positions hired, both full time and part time. Race and ethnicity for applicants and actual staff hired shall be entered into Smartsheet according to CDC accepted protocol for race, ethnicity and gender including metrics on number of successful hires in relation to hiring goals.
2. Hiring activity type: direct hire, community-based organization hire, contracted hire, other.
3. Types of positions hired: If school nurse or school nurse extender positions are employed, activities provided by these positions shall be reported on the 2022-23 North Carolina Annual School Health and Charter School Health Surveys in December 2022 and June 2023. The link to this report will be provided by the Regional School Health Nurse Consultant (RSHNC).
4. Locations/school assignments of positions hired.
5. The due dates are posted on the Smartsheet dashboard.

**V. Performance Monitoring and Quality Assurance:**

1. The Children and Youth Branch will monitor the Local Health Department's performance according to the following plan:
  - a. The RSHNC will review Smartsheet financial reports and Aid-to-Counties draw-down reports to ensure that funds are spent according to allowable use on a monthly basis.
  - b. The RSHNC will monitor recruitment and hiring through Quarterly Performance Reports including review of position descriptions uploaded to Smartsheet.
  - c. The RSHNC will maintain regular contact (email, phone, and on-site) with the Local Health Department to review progress on contract deliverables at least quarterly.
  - d. Deliverables, as outlined in this Agreement Addendum, will also be monitored via reported data provided through the 2022-23 North Carolina Annual School Health and Charter School Health Surveys in December 2022 and June 2023.
  - e. An annual monitoring report will be completed by the DPH program staff (RSHNC) at the end of the year (May 2023), and a copy made available to the Local Health Director.

**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. Allowable uses of funds include salary and fringe benefits, recruitment and hiring costs, staff development and training, IT hardware and software, equipment needed to perform the duties of the position, office supplies, utilities costs including internet, cell phones, travel and other costs associated with support of the expanded workforce to the extent these are not included in indirect costs.
3. Maintain all receipts and invoices for drawdowns that support the allowable use expenses which include salary and fringe benefits, recruitment and hiring costs, staff development and training, IT hardware and software, equipment needed to perform the duties of the position, office supplies, utilities costs including internet, cell phones, travel and other costs associated with support of the expanded workforce.
4. Seek prior approval from DPH program staff for any expenditure that is not consistent with allowable uses listed.
5. As the LHD is a subrecipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); the Consolidated Appropriations Act and the Coronavirus Response and Relief Supplement Appropriations Act, 2021 (P.L. 116-260) and/or the American Rescue Plan of 2021 [P.L. 117-2] the LHD agrees as applicable to the award, to:
  - a. Comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19;
  - b. In consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation);
  - c. Assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation. In addition, to the extent applicable, Recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC. HHS laboratory reporting guidance is posted at: <https://www.hhs.gov/sites/default/files/covid-19-laboratory-data-reporting-guidance.pdf>.
  - d. Consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the subrecipient is expected to provide to CDC, through NC DHHS, copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing.

- e. This award is contingent upon agreement by the subrecipient to comply with existing and future guidance from the HHS Secretary regarding control of the spread of COVID-19. In addition, recipient is expected to flow down these terms to any subaward, to the extent applicable to activities set out in such subaward.
2. In addition to their local procurement rules/policies, the LHD shall comply with the following rules, applying the most restrictive standard where there is a difference between any of the standards:
- a. Federal Uniform Administrative Requirements for Procurement, 45 CFR Part 75 §75.327-335, [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75\\_1326](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75_1326)
  - b. Appendix II to Part 75—*Contract Provisions for Non-Federal Entity Contracts Under Federal Awards* may be found here for incorporation into procurement contracts: [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75\\_1521.ii](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75_1521.ii)
3. Unallowable costs:
- a. Research
  - b. Clinical Care
  - c. Publicity and propaganda (lobbying):
    - 1. Other than for normal and recognized executive-legislative relationships, no funds may be used for:
      - a. 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
      - b. 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
    - 2. See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients:  
[https://www.cdc.gov/grants/documents/Anti-Lobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)
  - d. All unallowable costs cited in CDC-RFA-CK19-1904 remain in effect, unless specifically amended, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, And Audit Requirements for HHS Awards.



**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **620**

**ARPA School Health Team Workforce**

FAS Nbr + Reason: **1**

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: **93.354**

Public Health Emergency Response: Public Health Crisis Reponse

IDC rate: n/a

FAIN: **NU90TP922192**

Is award R&D?: NO

Fed awd's total amt: \$ **62,340,758**

Fed award project description: Cooperative Agreement for Emergency Resonse: Public Health Crisis and Prevention

Fed awd date + awarding agency: 05-19-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Alamance	MBM7W225N3W8	965194483	\$ 215,614	\$ 215,614
Albemarle	WAAVSS1PNMK3	130537822	\$ 668,845	\$ 668,845
Alexander	XVEEJSNY7UX9	030495105	\$ 89,668	\$ 89,668
Anson	PK8UY7SNJCC3	847163029	\$ 134,542	\$ 134,542
Appalachian	CD7BFHB8W539	780131541	\$ 203,860	\$ 203,860
Beaufort	RN1SXF4LXN6	091567776	\$ 95,352	\$ 95,352
Bladen	TLCTJWDJH1H9	084171628	\$ 152,727	\$ 152,727
Brunswick	MJBMXLN9NJT5	091571349	\$ -	\$ -
Buncombe	W5TCDKMLHE69	879203560	\$ 202,174	\$ 202,174
Burke	G855APCNL591	883321205	\$ 168,001	\$ 168,001
Cabarrus	RXDXNEJKJFU7	143408289	\$ 276,598	\$ 276,598
Caldwell	HL4FGNJNGE97	948113402	\$ 120,758	\$ 120,758
Carteret	UC6WJ2MQMJS8	058735804	\$ 87,009	\$ 87,009
Caswell	JDJ7Y7CGYC86	077846053	\$ 70,021	\$ 70,021
Catawba	GYUNA9W1NFM1	083677138	\$ 159,363	\$ 159,363
Chatham	KE57QE2GV5F1	131356607	\$ 100,623	\$ 100,623
Cherokee	DCEGK6HA11M5	130705072	\$ -	\$ -
Clay	HYKLQVNWXLK7	145058231	\$ 30,338	\$ 30,338
Cleveland	UWMUYMPVL483	879924850	\$ 112,741	\$ 112,741
Columbus	V1UAJ4L87WQ7	040040016	\$ 168,551	\$ 168,551
Craven	LTZ2U8LZQ214	091564294	\$ 168,471	\$ 168,471
Cumberland	HALND8WJ3GW4	123914376	\$ 383,842	\$ 383,842
Dare	ELV6JGB11QK6	082358631	\$ 46,294	\$ 46,294
Davidson	C9P5MDJC7KY7	077839744	\$ 206,123	\$ 206,123
Davie	L8WBGLHZV239	076526651	\$ 82,730	\$ 82,730
Duplin	KZN4GK5262K3	095124798	\$ 195,240	\$ 195,240
Durham	LJ5BA6U2HLM7	088564075	\$ 262,706	\$ 262,706
Edgecombe	MAN4LX44AD17	093125375	\$ 163,995	\$ 163,995
Foothills	NGTEF2MQ8LL4	782359004	\$ 236,824	\$ 236,824
Forsyth	V6BGVQ67YPY5	105316439	\$ 380,910	\$ 380,910
Franklin	FFKTRQCNN143	084168632	\$ 106,892	\$ 106,892
Gaston	QKY9R8A8D5J6	071062186	\$ 235,245	\$ 235,245
Graham	L8MAVKQJTYN7	020952383	\$ 70,901	\$ 70,901
Granville-Vance	MGQJJK22EJB3	063347626	\$ 277,774	\$ 277,774
Greene	VCU5LD71N9U3	091564591	\$ 164,892	\$ 164,892
Guilford	YBEQWGFJPMJ3	071563613	\$ 473,213	\$ 473,213
Halifax	MRL8MYNJ3Y5	014305957	\$ 157,660	\$ 157,660
Harnett	JBD9D9V41BX7	091565986	\$ 120,328	\$ 120,328
Haywood	DQHZEAV95G5	070620232	\$ -	\$ -
Henderson	TG5AR81JLFQ5	085021470	\$ -	\$ -
Hoke	C1GWSADARX51	091563643	\$ -	\$ -
Hyde	T2RSYN36NN64	832526243	\$ -	\$ -
Iredell	XTNRLKJLA4S9	074504507	\$ -	\$ -

**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **620**

**ARPA School Health Team Workforce**

FAS Nbr + Reason: **1**

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: **93.354**

Public Health Emergency Response: Public Health Crisis Reponse

IDC rate: n/a

FAIN: **NU90TP922192**

Is award R&D?: NO

Fed awd's total amt: \$ **62,340,758**

Fed award project description: Cooperative Agreement for Emergency Resonse: Public Health Crisis and Prevention

Fed awd date + awarding agency: 05-19-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Jackson	X7YWWY6ZP574	019728518	\$ 76,659	\$ 76,659
Johnston	SYGAGEFDHYR7	097599104	\$ 266,415	\$ 266,415
Jones	HE3NNNUE27M7	095116935	\$ 114,931	\$ 114,931
Lee	F6A8UC99JWJ5	067439703	\$ 157,465	\$ 157,465
Lenoir	QKUFL37VPGH6	042789748	\$ 191,823	\$ 191,823
Lincoln	UGGQGSCKBGJ5	086869336	\$ -	\$ -
Macon	LLPJBC6N2LL3	070626825	\$ 60,536	\$ 60,536
Madison	YQ96F8BJYTJ9	831052873	\$ -	\$ -
MTW	ZKK5GNRNBBY6	087204173	\$ 316,935	\$ 316,935
Mecklenburg	EZ15XL6BMM68	074498353	\$ 865,611	\$ 865,611
Montgomery	E78ZAJM3BFL3	025384603	\$ -	\$ -
Moore	HFNSK95FS7Z8	050988146	\$ -	\$ -
Nash	NF58K566HQM7	050425677	\$ -	\$ -
New Hanover	F7TLT2GMEJE1	040029563	\$ -	\$ -
Northampton	CRA2KCAL8BA4	097594477	\$ -	\$ -
Onslow	EGE7NBXW5JS6	172663270	\$ 225,924	\$ 225,924
Orange	GF FMCW9XDA53	091575191	\$ 164,360	\$ 164,360
Pamlico	FT59QFEAU344	097600456	\$ 84,537	\$ 84,537
Pender	T11BE678U9P5	100955413	\$ 104,598	\$ 104,598
Person	FQ8LFJGMABJ4	091563718	\$ 108,006	\$ 108,006
Pitt	VZNPMLCFT5R6	080889694	\$ 214,091	\$ 214,091
Polk	QZ6BZPGLX4Y9	079067930	\$ 53,981	\$ 53,981
Randolph	T3BUM1CVS9N5	027873132	\$ -	\$ -
Richmond	Q63FZNTJM3M4	070621339	\$ 147,431	\$ 147,431
Robeson	LKBEQFLAAK5	082367871	\$ 2,535	\$ 2,535
Rockingham	KGCCCHJJZZ43	077847143	\$ 138,273	\$ 138,273
Rowan	GCB7UCV96NW6	074494014	\$ 93,034	\$ 93,034
Sampson	WRT9CSK1KJY5	825573975	\$ 164,137	\$ 164,137
Scotland	FNVTCUQGCHM5	091564146	\$ 164,861	\$ 164,861
Stanly	U86MZUYPL7C5	131060829	\$ 100,034	\$ 100,034
Stokes	W41TRA3NUNS1	085442705	\$ 58,599	\$ 58,599
Surry	FMWCTM24C9J8	077821858	\$ 145,793	\$ 145,793
Swain	TAE3M92L4QR4	146437553	\$ 98,306	\$ 98,306
Toe River	JUA6GAUQ9UM1	113345201	\$ 120,701	\$ 120,701
Transylvania	W51VGHGM8945	030494215	\$ 41,471	\$ 41,471
Union	LHMKBD4AGRJ5	079051637	\$ 261,457	\$ 261,457
Wake	FTJ2WJPLWMJ3	019625961	\$ -	\$ -
Warren	TLNAU5CNHSU5	030239953	\$ 120,224	\$ 120,224
Wayne	DACFHCLQKMS1	040036170	\$ 229,304	\$ 229,304
Wilkes	M14KKHY2NNR3	067439950	\$ 124,848	\$ 124,848
Wilson	ME2DJHMYWG55	075585695	\$ 181,755	\$ 181,755
Yadkin	PLCDT7JFA8B1	089910624	\$ 106,779	\$ 106,779
Yancey	M4SJK9AKVEZ8		\$ 61,484	\$ 61,484

5/24/22, 10:34 AM

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DPH-Aid-To-Counties

For Fiscal Year: 22/23

Budgetary Estimate Number : 2

Activity 620	AA	1332 535A YM	Total Allocated	Proposed Total	New Total
Service Period		06/01-05/31			
Payment Period		07/01-06/30			
01 Alamance	*	0	215,614	\$0.00	215,614
01 Albemarle	*	0	668,845	\$0.00	668,845
02 Alexander	*	0	89,668	\$0.00	89,668
04 Anson	*	0	134,542	\$0.00	134,542
02 Appalachean	*	0	203,860	\$0.00	203,860
07 Beaufort	*	0	95,352	\$0.00	95,352
09 Bladen	*	0	152,727	\$0.00	152,727
10 Brunswick			0	\$0.00	0
11 Buncombe	*	0	202,174	\$0.00	202,174
12 Burke	*	0	168,001	\$0.00	168,001
13 Cabarrus	*	0	276,598	\$0.00	276,598
14 Caldwell	*	0	120,758	\$0.00	120,758
16 Carteret	*	0	87,009	\$0.00	87,009
17 Caswell	*	0	70,021	\$0.00	70,021
18 Catawba	*	0	159,363	\$0.00	159,363
19 Chatham	*	0	100,623	\$0.00	100,623
20 Cherokee			0	\$0.00	0
22 Clay	*	0	30,338	\$0.00	30,338
23 Cleveland	*	0	112,741	\$0.00	112,741
24 Columbus	*	0	168,551	\$0.00	168,551
25 Craven	*	0	168,471	\$0.00	168,471
26 Cumberland	*	0	383,842	\$0.00	383,842
28 Dare	*	0	46,294	\$0.00	46,294
29 Davidson	*	0	206,123	\$0.00	206,123
30 Davie	*	0	82,730	\$0.00	82,730
31 Duplin	*	0	195,240	\$0.00	195,240
32 Durham	*	0	262,706	\$0.00	262,706
33 Edgecombe	*	0	163,995	\$0.00	163,995
07 Foothills	*	0	236,824	\$0.00	236,824

<https://atc.ncdhhs.gov/WICGridPrint.aspx>

34 Foreyth	0	380,910	\$0.00	380,910	380,910
35 Franklin	0	106,892	\$0.00	106,892	106,892
36 Gaston	0	235,245	\$0.00	235,245	235,245
38 Graham	0	70,901	\$0.00	70,901	70,901
D2 Gran-Vance	0	277,774	\$0.00	277,774	277,774
40 Greene	0	164,892	\$0.00	164,892	164,892
41 Guilford	0	473,213	\$0.00	473,213	473,213
42 Halifax	0	157,660	\$0.00	157,660	157,660
43 Harnett	0	120,328	\$0.00	120,328	120,328
44 Haywood	0	\$0.00	0	0	0
45 Henderson	0	0	0	0	0
47 Hoke	0	\$0.00	0	0	0
48 Hyde	0	0	0	0	0
49 Iredell	0	\$0.00	0	0	0
50 Jackson	0	76,659	\$0.00	76,659	76,659
51 Johnston	0	286,415	\$0.00	286,415	286,415
52 Jones	0	114,931	\$0.00	114,931	114,931
53 Lee	0	157,465	\$0.00	157,465	157,465
54 Lenoir	0	191,823	\$0.00	191,823	191,823
55 Lincoln	0	\$0.00	0	0	0
56 Macon	0	60,536	\$0.00	60,536	60,536
57 Madison	0	\$0.00	0	0	0
D4 M-T-W	0	316,935	\$0.00	316,935	316,935
60 Mecklenburg	0	885,611	\$0.00	885,611	885,611
62 Montgomery	0	\$0.00	0	0	0
63 Moore	0	\$0.00	0	0	0
64 Nash	0	\$0.00	0	0	0
65 New Hanover	0	\$0.00	0	0	0
66 Northampton	0	\$0.00	0	0	0
67 Onslow	0	225,924	\$0.00	225,924	225,924
68 Orange	0	164,360	\$0.00	164,360	164,360
69 Pamlico	0	84,537	\$0.00	84,537	84,537
71 Pender	0	104,598	\$0.00	104,598	104,598
73 Person	0	108,006	\$0.00	108,006	108,006
74 Pitt	0	214,091	\$0.00	214,091	214,091
75 Polk	0	53,981	\$0.00	53,981	53,981
76 Randolph	0	\$0.00	0	0	0

http://nc.irs.state.pa.us/NC/ncapp.html

Worksheet

6/24/22, 10:34 AM

WeGridPrint

77 Richmond	*	0	147,431	\$0.00	147,431	147,431
78 Robeson	*	0	2,535	\$0.00	2,535	2,535
79 Rockingham	*	0	138,273	\$0.00	138,273	138,273
80 Rowan	*	0	93,034	\$0.00	93,034	93,034
82 Sampson	*	0	164,137	\$0.00	164,137	164,137
83 Scotland	*	0	164,861	\$0.00	164,861	164,861
84 Stanly	*	0	100,034	\$0.00	100,034	100,034
85 Stokes	*	0	58,599	\$0.00	58,599	58,599
86 Surry	*	0	145,793	\$0.00	145,793	145,793
87 Swain	*	0	98,306	\$0.00	98,306	98,306
86 Toe River	*	0	182,185	\$0.00	182,185	182,185
88 Transylvania	*	0	41,471	\$0.00	41,471	41,471
90 Union	*	0	261,457	\$0.00	261,457	261,457
92 Wake			0	\$0.00	0	0
93 Warren	*	0	120,224	\$0.00	120,224	120,224
96 Wayne	*	0	229,304	\$0.00	229,304	229,304
97 Wilkes	*	0	124,848	\$0.00	124,848	124,848
98 Wilson	*	0	181,755	\$0.00	181,755	181,755
99 Yadkin	*	0	106,779	\$0.00	106,779	106,779
00 Yancey			0	\$0.00	0	0
Totals			12,157,723	0	12,157,723	12,157,723

Sign and Date - DPH Program Administrator <i>Danielle Matula</i>	signing for Anne Odusanya	6/24/22	Sign and Date - DPH Section Chief <i>Sarah Dozier</i>	6/24/22
Sign and Date - DPH Budget Office - ATC Coordinator <i>Sam Ruffin</i>	6/24/22		Sign and Date - DPH Budget Officer <i>S. Ruffin</i>	6/24/2022

SH 6/24/2022

7/5/22, 9:24 AM

WicGridPrint

DPH-Aid-To-Counties

For Fiscal Year: 22/23

Budgetary Estimate Number : 3

Activity 620	AA	1332 535A YM	Total Allocated	1332 535A YM	Total Allocated	Proposed Total	New Total
Service Period		06/01-05/31		07/01-05/31			
Payment Period		07/01-06/30		08/01-06/30			
D1 Alamance		0	\$215,614.00	0	\$0.00	0	215,614
D1 Albemarle		0	\$668,845.00	0	\$0.00	0	668,845
D2 Alexander		0	\$89,668.00	0	\$0.00	0	89,668
D4 Anson		0	\$134,542.00	0	\$0.00	0	134,542
D2 Appalachian		0	\$203,860.00	0	\$0.00	0	203,860
D7 Beaufort		0	\$95,352.00	0	\$0.00	0	95,352
D9 Bladen		0	\$152,727.00	0	\$0.00	0	152,727
D10 Brunswick		0	\$0.00	0	\$0.00	0	0
D11 Buncombe		0	\$202,174.00	0	\$0.00	0	202,174
D12 Burke		0	\$168,001.00	0	\$0.00	0	168,001
D13 Cabarrus		0	\$276,598.00	0	\$0.00	0	276,598
D14 Caldwell		0	\$120,758.00	0	\$0.00	0	120,758
D16 Carteret		0	\$87,009.00	0	\$0.00	0	87,009
D17 Caswell		0	\$70,021.00	0	\$0.00	0	70,021
D18 Catawba		0	\$159,363.00	0	\$0.00	0	159,363
D19 Chatham		0	\$100,623.00	0	\$0.00	0	100,623
D20 Cherokee		0	\$0.00	0	\$0.00	0	0
D22 Clay		0	\$30,338.00	0	\$0.00	0	30,338
D23 Cleveland		0	\$112,741.00	0	\$0.00	0	112,741
D24 Columbus		0	\$168,551.00	0	\$0.00	0	168,551
D25 Craven		0	\$168,471.00	0	\$0.00	0	168,471
D26 Cumberland		0	\$383,842.00	0	\$0.00	0	383,842
D28 Dare		0	\$46,294.00	0	\$0.00	0	46,294
D29 Davidson		0	\$206,123.00	0	\$0.00	0	206,123
D30 Davie		0	\$82,730.00	0	\$0.00	0	82,730
D31 Duplin		0	\$195,240.00	0	\$0.00	0	195,240
D32 Durham		0	\$262,706.00	0	\$0.00	0	262,706
D33 Edgecombe		0	\$163,995.00	0	\$0.00	0	163,995
D7 Foothills		0	\$236,824.00	0	\$0.00	0	236,824

<https://etc.ncdhhs.gov/WICGridPrintL.aspx>

7/5/22, 9:24 AM

WicGridPrint

34 Forsyth		0	\$380,910.00	0	\$0.00	0	380,910
35 Franklin		0	\$106,892.00	0	\$0.00	0	106,892
36 Gaston		0	\$235,245.00	0	\$0.00	0	235,245
38 Graham		0	\$70,901.00	0	\$0.00	0	70,901
03 Gran-Vance		0	\$277,774.00	0	\$0.00	0	277,774
40 Greene		0	\$164,892.00	0	\$0.00	0	164,892
41 Guilford		0	\$473,213.00	0	\$0.00	0	473,213
42 Halifax		0	\$157,660.00	0	\$0.00	0	157,660
43 Harnett		0	\$120,328.00	0	\$0.00	0	120,328
44 Haywood		0	\$0.00	0	\$0.00	0	0
45 Henderson		0	\$0.00	0	\$0.00	0	0
47 Hoke		0	\$0.00	0	\$0.00	0	0
48 Hyde		0	\$0.00	0	\$0.00	0	0
49 Iredell		0	\$0.00	0	\$0.00	0	0
50 Jackson		0	\$76,659.00	0	\$0.00	0	76,659
51 Johnston		0	\$266,415.00	0	\$0.00	0	266,415
52 Jones		0	\$114,931.00	0	\$0.00	0	114,931
53 Lee		0	\$157,465.00	0	\$0.00	0	157,465
54 Lenoir		0	\$191,823.00	0	\$0.00	0	191,823
55 Lincoln		0	\$0.00	0	\$0.00	0	0
56 Macon		0	\$60,536.00	0	\$0.00	0	60,536
57 Madison		0	\$0.00	0	\$0.00	0	0
D4 M-T-W		0	\$316,935.00	0	\$0.00	0	316,935
60 Mecklenburg		0	\$865,611.00	0	\$0.00	0	865,611
62 Montgomery		0	\$0.00	0	\$0.00	0	0
63 Moore		0	\$0.00	0	\$0.00	0	0
64 Nash		0	\$0.00	0	\$0.00	0	0
65 New Hanover		0	\$0.00	0	\$0.00	0	0
66 Northampton		0	\$0.00	0	\$0.00	0	0
67 Onslow		0	\$225,924.00	0	\$0.00	0	225,924
68 Orange		0	\$164,360.00	0	\$0.00	0	164,360
69 Pamlico		0	\$84,537.00	0	\$0.00	0	84,537
71 Pender		0	\$104,598.00	0	\$0.00	0	104,598
73 Person		0	\$108,006.00	0	\$0.00	0	108,006
74 Pitt		0	\$214,091.00	0	\$0.00	0	214,091
75 Polk		0	\$53,981.00	0	\$0.00	0	53,981
76 Randolph		0	\$0.00	0	\$0.00	0	0

https://atc.ncdhhs.gov/WicGridPrintL.aspx



7/5/22, 9:24 AM

WicGridPrint

77 Richmond		0	\$147,431.00	0	\$0.00	0	147,431
78 Robeson		0	\$2,535.00	0	\$0.00	0	2,535
79 Rockingham		0	\$138,273.00	0	\$0.00	0	138,273
80 Rowan		0	\$93,034.00	0	\$0.00	0	93,034
82 Sampson		0	\$164,137.00	0	\$0.00	0	164,137
83 Scotland		0	\$164,861.00	0	\$0.00	0	164,861
84 Stanly		0	\$100,034.00	0	\$0.00	0	100,034
85 Stokes		0	\$58,599.00	0	\$0.00	0	58,599
86 Surry		0	\$145,793.00	0	\$0.00	0	145,793
87 Swain		0	\$98,306.00	0	\$0.00	0	98,306
06 Toe River	* 0	-61,484	\$182,185.00	0	\$0.00	-61,484	120,701
88 Transylvania		0	\$41,471.00	0	\$0.00	0	41,471
90 Union		0	\$261,457.00	0	\$0.00	0	261,457
92 Wake		0	\$0.00	0	\$0.00	0	0
93 Warren		0	\$120,224.00	0	\$0.00	0	120,224
96 Wayne		0	\$229,304.00	0	\$0.00	0	229,304
97 Wilkes		0	\$124,848.00	0	\$0.00	0	124,848
98 Wilson		0	\$181,755.00	0	\$0.00	0	181,755
99 Yadkin		0	\$106,779.00	0	\$0.00	0	106,779
00 Yancey	* 0	0	\$0.00	61,484	\$0.00	61,484	61,484
Totals		-61,484	12,157,723	61,484	0	0	12,157,723

Sign and Date - DPH Program Administrator

Anne Odusanya 7/5/22

Sign and Date - DPH Section Chief

7/5/22

Sign and Date - DPH Budget Office - ATC Coordinator

Sue McGuffin 7/5/22

Sign and Date - ATC Coordinator

S. McGuffin 7/6/2022

SH 7/6/2022

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Randy Cress  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source Auvik Networks, Inc.

---

Rowan County Information Systems Department wishes to enter into a sole-source agreement with Auvik Networks, Inc. for network monitoring. The FY23 amount is \$26,100.

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Attached is the quote with Auvik Networks, Inc.

Board of Commissioners to authorize the County Manager to enter into a sole-source agreement with Auvik Networks, Inc. for network monitoring.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
quote	7/24/2022	Backup Material



# BUDGETARY ESTIMATE

**Bill To:****Rowan County**

Randy Cress

7042168114

randy.cress@rowancountync.gov

130 West Innes Street

Salisbury, NC, United States 28144

**Sold To:****Rowan County**

Randy Cress

7042168114

randy.cress@rowancountync.gov

130 West Innes Street

Salisbury, NC, United States 28144

**Subscription Start Date:** 1-Jul-2022**Initial Term:** 12 Month**Renewal Term:** 12 Month (automatic renewal)**Cancellation Notice Required:** 1 month prior to next renewal**Quote Number:** Q012927**Valid Until:** 30-Jun-2022**Payment Method:** Credit Card**Payment Terms:** Due on Invoice Date**Invoice Date:** 1<sup>st</sup> of the month

(first invoice will be pro-rated for any partial month)

BILLING TYPE	BILLING FREQUENCY	DESCRIPTION	QUANTITY	LIST PRICE	EFFECTIVE PRICE	TOTAL PRICE
<b>Product</b>		<b>2021 Annual ANM Performance</b>				
Recurring	Annual	Performance - Committed Devices	150	420.00	420.00	63,000.00
Overage	Quarter	Performance - Overage		35.00	35.00	
Recurring	Annual	Performance - Volume Discount		58.57%	-246.00	-36,900.00
		<b>Net Price for Committed Devices</b>			<b>174.00</b>	<b>26,100.00</b>
		<b>Overage calculated monthly and billed quarterly at 14.50 per Device</b>				

Recurring	26,100.00
One-Time	0.00
Tax	0.00
<b>Total</b>	<b>26,100.00</b>

Currency USD

**Recurring charges** are invoiced in advance and **overage charges** in excess of your committed plan amount are invoiced in arrears, each according to the frequency and in the manner specified above. One-time charges are included in the first invoice, unless otherwise specified. If any discount or promotional pricing is granted in this Order Form, such pricing (1) will apply only to the specified service(s) and during the period(s) indicated, and (2) will not entitle Customer to similar discounts on subsequent orders or during any Renewal Term.

Prices do not include any taxes that may apply. Any such taxes are the responsibility of Customer. We are required to charge sales tax in certain jurisdictions. If you see a tax amount here and have determined that you are exempt, please email an exemption certificate to your Account Manager.

Billable Device has the meaning set out in the Auvik terms of service at [www.auvik.com/terms](http://www.auvik.com/terms) (the “**Terms of Service**”).

**THIS ESTIMATE IS PROVIDED FOR INFORMATIONAL AND DISCUSSION PURPOSES ONLY.**

For clarity, this is not an offer of service. This estimate is considered confidential information of Auvik and may not be disclosed by you to any third party without Auvik's express permission.

Please contact your Auvik Account Manager for a quote and service agreement.

Auvik Networks Inc., 451 Phillip St, Suite 200, Waterloo, ON N2L 3X2 Canada +1-519-804-4700

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Randy Cress  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source 120 Water

---

120 Water is a sole-sourced vendor whose services are imperative to Rowan County. This service is used county-wide to provide water testing kits to county individuals, and we would respectfully request to continue our service to this company. The FY23 amendment is for \$11,073.

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Attached is quote from 120 Water Audit, Inc.

Board of Commissioners authorize the County Manager to approve sole-source purchases from 120 Water Audit, Inc. for FY23.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
quote	7/24/2022	Backup Material



**120Water**

PO Box 604  
Zionsville, IN 46077  
www.120water.com

Quote 02/23/22

# ORDER FORM

## Customer Information

**Customer Name:** Rowan County, NC  
**Contract Term:** 12 months  
**Contract Start Date:** July 1, 2022

## Billing Information

**Billing Contact:** Aaron Church  
**Street Address:** 130 W. Innes St.  
**City:** Salisbury **State:** North Carolina  
**Zip Code:** 28144  
**Email:** [aaron.church@rowancountync.gov](mailto:aaron.church@rowancountync.gov)

SKU	Products & Services	Qty	Sum
S-PWS-P01	120Water Platform: Pro Edition	1	\$5,200.00
K-WTK-B01-1	1 Bottle 1L Kit	50	\$1,555.00
LSC-WST-LC-01	1 Bottle Lead & Copper Test	50	\$1,818.00
SVC-RS-AST-20	Professional Services (Assist)	1	\$2,500.00
Subtotal			\$11,073.00
Total			\$11,073.00

## Billing and Payment Terms:

Fees are billed annually on the Start Date above and are due net 30 days from the invoice date.

This Order Form, together with the Master Services Agreement available at <https://120water.com/master-services-agreement/> (the "MSA"), shall become a legally binding contract upon the earlier of (a) the date both parties execute the Order Form or (b) the date Customer initially began using the Services. Any capitalized word not otherwise defined in this Order Form shall have the same meaning as set forth in the MSA.







**120Water**

120Water may reject this Order Form if: (1) the signatory below does not have the authority to bind Customer to this Order Form, (2) changes have been made to this Order Form (other than completion of the purchase order information and signature block), or (3) the requested purchase order information or signature is incomplete or does not match our records or the rest of this Order Form. Subscriptions are non-cancelable before their end of the Term.

IN WITNESS WHEREOF, the parties have caused this Order Form to be executed by their duly authorized representatives.

Customer:			120Water	
Signature			Signature	
Name:			Name:	
Title:			Title:	
Date:			Date:	

Requested W9 + COI

6/19

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Sheriff Auten  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source Idemia

---

Rowan County Sheriff Office uses Idemia for fingerprint software. Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Attached is support Agreement from Idemia.

Board of Commissioners authorize the purchase of a support and maintenance agreement with Idemia for fingerprint software at the Sheriff Office not to exceed \$7,465.01

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Agreement	7/24/2022	Backup Material



5515 E. La Palma Ave., Suite 100  
Anaheim, CA 92807  
Tel: (714) 238-2000  
Fax: (714) 238-2049

April 25, 2022

Captain John C. Sifford  
Rowan County Sheriff's Office  
232 North Main Street  
Salisbury, NC 28144  
Email: John.sifford@rowancountync.gov  
Tel: (704)-216-8668

**RE: Extension to Maintenance and Support Agreement # 001607-004**

By means of this letter, Idemia Identity & Security USA LLC ("IDEMIA" or "Seller") hereby extends Rowan County Sheriff's Office Maintenance and Support Agreement for the period **July 1, 2022 through June 30, 2023**.

All terms and conditions of the original agreement shall remain in full force and effect.

Please indicate acceptance of this extension by signing in the acceptance block below and returning it to my attention via Email at kimberly.dullinger@idemia.com at your soonest convenience.

If you have any questions or need further clarification, please contact me at (714) 632-2180 or e-mail kimberly.dullinger@idemia.com. Thank you in advance.

Thank you,

Kimberly J. Dullinger  
Maintenance Agreement Specialist  
Idemia Identity & Security USA LLC

Accepted by:

IDEMIA IDENTITY & SECURITY USA LLC

Signed by: \_\_\_\_\_

Printed Name: Casey Mayfield

Title: Vice President

Date: April 25, 2022

**ROWAN COUNTY SHERIFF'S OFFICE**

Signed by: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Reference: SA 001607-004

Page 1 of 3

Idemia • 5515 East La Palma Avenue, Suite 100, Anaheim, CA 92807  
Customer Support Center (800) 734-6241 • Email: [cscenter@idemia.com](mailto:cscenter@idemia.com) • [www.idemia.com](http://www.idemia.com)

---

### Description of Covered Products

---

**MAINTENANCE AND SUPPORT AGREEMENT NO.** SA # 001607-004

---

**CUSTOMER:** Rowan County Sheriff's Office

---

The following table lists the Products under maintenance coverage:

Product	Description	Node	Qty
LSS-R	MorphoTrak LiveScan Station Cabinet	NCNL212	2
	Tenprint/Palmprint	NCNL213	
Printer	Tenprint Card Printer	NCNX212	2
		NCNX213	

## Support Plan Options and Pricing Worksheet

Maintenance and Support Agreement # 001607-004

Date April 25, 2022

New Term Effective

Start July 1, 2022

End June 30, 2023

### STANDARD SUPPORT

#### ☒ **Advantage – Software Support**

- |                               |                                     |  |
|-------------------------------|-------------------------------------|--|
| ◆ Telephone Response: 2 Hour  | ◆ Standard Releases & Updates       | ◆ Supplemental Releases & Updates      |
| ◆ Remote Dial-In Analysis     | ◆ Software Customer Alert Bulletins | ◆ 8 a.m. – 5 p.m. Monday to Friday PPM |
| ◆ Unlimited Telephone Support | ◆ Automatic Call Escalation         |  |

#### ☒ **On-Site Hardware Support**

- |  |                                     |   |
|--|-------------------------------------|---|
| ◆ 8 a.m. – 5 p.m. Monday to Friday PPM | ◆ Defective Parts Replacement       | ◆ Hardware Service Reporting            |
| ◆ Next Day PPM On-site Response        | ◆ Escalation Support                | ◆ Product Repair                        |
| ◆ Hardware Vendor Liaison              | ◆ Hardware Customer Alert Bulletins | ◆ Equipment Inventory Detail Management |

#### ☒ **Parts Support**

- |   |                                  |
|---|----------------------------------|
| ◆ Parts Ordered & Shipped Next Business Day | ◆ Parts Customer Alert Bulletins |
|---|----------------------------------|

\* If customer is providing their own on-site hardware support, the following applies:

- |                                    |   |
|------------------------------------|---|
| ➤ Customer Orders & Replaces Parts | ➤ Telephone Technical Support for Parts Replacement Available |
|------------------------------------|---|

### ADDITIONAL OPTIONS

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Users Conference Attendance</b> (\$3,586 per Attendee)  | Year: 2019    Number Attendees Requested   |
| <ul style="list-style-type: none"> <li>• Registration fee</li> <li>• Daily meals</li> <li>• Hotel accommodations</li> </ul> | <ul style="list-style-type: none"> <li>• Roundtrip travel for event</li> <li>• Ground transportation to/from the conference airport to the conference hotel</li> </ul> |

\$ 0.00

**GRAND TOTAL**

**\$ 7,465.00**

**PLEASE PROVIDE A COPY OF YOUR CURRENT TAX EXEMPTION CERTIFICATE (if applicable)**  
Please note this is not an invoice. An invoice will be provided after receipt of the signed document.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Micah Ennis  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source MCCi

---

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Rowan County DSS uses laserfiche software for document storage. This agreement is for renewal coverage and software support. The FY23 cost will be \$32,190.85

Attached is quote from MCCi.

Board of Commissioners authorize the County Manager to approve a sole-source purchase from MCCi for laserfiche software renewal and support for DSS not to exceed \$32,190.85.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
contract	7/25/2022	Backup Material
letter	7/25/2022	Backup Material



ROWAN COUNTY CONTRACT MEMORANDUM

TO: Aaron Church, Rowan County Manager  
FROM: Micah Ennis, Director  
DEPT: Social Services  
DATE: 6/6/2022  
SUBJECT: MCCi, LLC 23132

PURPOSE OF CONTRACT:

Laserfiche Renewal Coverage and Software Support

**CONTRACT CERTIFICATION**

*By submitting this memorandum, I agree that I have:*

- 1. Read and understand the terms of the contract.*
- 2. To the best of my knowledge the terms, amount and activities surrounding this contract are compliant with North Carolina General Statutes, the Rowan County Purchasing Policy and any applicable regulations.*
- 3. I have secured and attached in MUNIS the Certificate of Insurance.*

Signature of Director

6/8/2022

DATE





**Bill To:**  
Rowan County  
Attention: Toni Winger  
130 West Innes Street  
Salisbury, NC 28144

**Invoice Number** RN7845  
**Invoice Date** 5/2/2022  
**PO Number**  
**Payment Terms** Net 30  
**Customer ID** ROWANNC01  
**End Customer ID** RowanCounty

**Reference:** Annual Billing for 2022-2023

Laserfiche Renewal Coverage Dates: 7/16 - 7/15

**Description**

**Extended  
Amount**

**Software Support (LF)**

**Product Group**  
**Total** \$32,189.85

Subtotal	\$32,189.85
Downpayment Applied	-\$0.00
Sales Tax	\$2,253.29
Total Due	\$34,443.14

Electronic Payment Information:  
MCCI, LLC  
c/o Enterprise Bank  
ABA: 081006162  
Account: 1293909  
(800) 342-2633

Thank you for your business.

Mail-in Payment Information  
MCCI, LLC  
c/o Enterprise Bank  
P.O. Box 790379  
St. Louis, MO 63179-0379  
(800) 342-2633

3717 Apalachee Parkway, Suite 201  
Tallahassee, FL 32311



# CERTIFICATE OF LIABILITY INSURANCE

12/1/2022

DATE (MM/DD/YYYY)

1/18/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Lockton Insurance Brokers, LLC 777 S. Figueroa Street, 52nd Fl. CA License #0F15767 Los Angeles CA 90017 (213) 689-0065	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No. Ext):</b> <b>FAX (A/C, No):</b>	
<b>INSURED</b> 1456427 MCCi, LLC 3717 Apalachee Parkway Tallahassee FL 32311	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Valley Forge Insurance Company	
	<b>INSURER B:</b> American Casualty Company of Reading, PA	
	<b>INSURER C:</b> The Continental Insurance Company	
	<b>INSURER D:</b> Mount Vernon Specialty Insurance Company	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES** MCCIL01**CERTIFICATE NUMBER:** 18186403**REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	N	6072067360	12/1/2021	12/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> Comp. Ded. \$100 <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	6072067343	12/1/2021	12/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX Coll. Ded. \$ 1,000
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N	6072067357	12/1/2021	12/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	6072067326 (AOS) 6079501170 (CA)	12/1/2021 12/1/2021	12/1/2022 12/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Tech E&O/Cyber Liability	N	N	DPS4002374	12/1/2021	12/1/2022	Limit: \$5,000,000 SIR: \$100,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Rowan County is an Additional Insured to the extent provided by the policy language or endorsement issued or approved by the insurance carrier

**CERTIFICATE HOLDER**18186403  
Rowan County  
130 West Innes Street  
Salisbury NC 28144**CANCELLATION** See Attachments

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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January 14, 2022

Ms. Kelly Y. Johnson  
Rowan County  
1813 E. Innes Street  
Salisbury, NC 28146

Dear Ms. Johnson:

Laserfiche policy dictates that MCCi, as your current Solution Provider of record, is the sole Solution Provider that can download software licenses and activations for you. In addition, unless you change your Solution Provider of record, only your current Solution Provider of record can provide you with additional Laserfiche software to expand or upgrade your Laserfiche system and renew your Laserfiche Software Support Plan ("**LSSP**"). Please note that we have generally found that the Solution Provider that has implemented and supported your Laserfiche system is likely to have a better understanding of your current system. Thus, it may take some time for a different Solution Provider to gain that same understanding.

Should you decide to change your Solution Provider of record, you will need to complete Laserfiche's change of Solution Provider process, which usually takes about 30 days to finalize. For further clarification, please feel free to call or email your Territory Manager, Katherine Hou at 310-483-3983 and [Katherine.Hou@laserfiche.com](mailto:Katherine.Hou@laserfiche.com).

Regards,

**Wylie  
Strout** Digitally signed  
by Wylie Strout  
Date: 2022.01.14  
07:39:23 -08'00'

Wylie Strout  
General Counsel

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Ann Kitalong-Will  
**DATE:** 7/25/2022  
**SUBJECT:** Request to Apply: First United Church of Christ Foundation

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Rowan County One Church One Child Ministry (ROCOC) requests approval to apply for funding from the First United Church of Christ Foundation for the amount of \$2,800. Funds will be used to purchase household goods and clothing for Rowan County's abused and neglected children and their families.

**Recommendation:** The Board of Commissioners approve ROCOC to apply for funding from the First United Church of Christ Foundation.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Grant Application from ROCOC	7/25/2022	Cover Memo
Grant Attachment ROCOC	7/25/2022	Cover Memo

# First United Church of Christ Foundation

Attn. First United Church of Christ  
207 W Horah Street, Salisbury NC 28144

## Application for Funds

### Eligibility:

Be a non-profit organization or the local United Church of Christ, its youth ministries and other creative expressions of the Christian Gospel through the Church.

**Organization:** \_\_\_\_\_ Rowan One Church One Child Ministry

**Location:** 1312 N Main Street Salisbury, NC 28144

**Contact Person/Phone Number:** \_\_\_\_\_ Donna Beaver 704-267-7996

**Address:** Rowan County Department of Social Services/ROCOC

\_\_\_\_\_ 1813 E Innes St Salisbury, NC 28146

**email:** \_\_\_\_\_ [donna.beaver@rowancountync.gov](mailto:donna.beaver@rowancountync.gov)

### **Organization Mission/Purpose (May enclose supporting materials):** \_\_\_\_\_

The Rowan One Church One Child Ministry (ROCOC) is a partnership between Rowan County Department of Social Services (RCDSS) and 82 Rowan churches and 1 civic organization. ROCOC unites RCDSS, the faith community, foundations, citizens, and other community partners seeking to improve the lives of Rowan County children and teens, keep birth families intact, assist relative caregivers and foster parents, and assist in providing stable home environments for Rowan County youth. ROCOC services clients from all races, ethnicities, and social backgrounds.

Member congregations are part of the following denominations: AME Zion, Baptist, Christian Methodist Episcopal, Church of God, Episocpal, Lutheran, Presbyterian, Independent Congreations, Seventh Day Adventist, United Church of Christ, and United Methodist.

### **Continued on Attachment**

**Use of Requested Funds:** \_\_\_\_\_ Funds will be used to purchase beds, mattresses, cribs, pack and plays, car seats, cleaning supplies, children's clothing, underwear, socks, bedding, and other household goods for Rowan County's abused and neglected children and their families.

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**Funding Requested and How Funds will be Monitored:** \_\_\_\_\_ RCDSS social workers request assistance for their clients through a referral form. Requests are screened by ROCOC Program Coordinator and the Adoptions Unit Supervisor. Requests for over \$500 must be approved by RCDSS leadership. All donated funds and expenditures are managed by the RCDSS and Rowan County Government Finance offices via google docs ledgers. Every donor receives a thank you letter and a receipt.

**\$: 2800.00**

**Other Comments/Suggestions:**

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**Applications due August 12, 2022, to above address.  
Applicants to be notified by September 20, 2022.  
Presentations will be made in October 2022. (TBD)**

## **Organization Mission/Purpose (continued)**

ROCOC provides at no cost to birth parents or caregivers the following items for children and teens who are active clients of the RCDSS Children's Services Division or Work First Family Assistance participants.

- Beds (twin, toddler, cribs, mattresses, pack and plays)
- Car seats
- Highchairs and strollers
- Used appliances
- Dressers or other storage units
- Clothing, socks, underwear, shoes
- Personal hygiene items
- Diapers, pull-ups, wipes
- Sheets, blankets, pillows, towels, and other household items

The ROCOC Ministry was created in 2006 by several RCDSS social workers and leaders who were led to fulfil a need in the community. The Social Workers realized that oftentimes children could remain safely in homes with their birth families or with other relatives, rather than moving into foster care, if they had items needed in the home to keep them safe and healthy. Unfortunately, there were very few resources to help these families in 2006. The social workers and leaders developed the ROCOC Ministry to provide these resources for children and their families.

The ROCOC Ministry has grown by leaps and bounds since 2006. The Ministry presently partners with 83 churches and Rowan County civic organizations. The ROCOC Assistance Center is housed behind Life Impact Perfecting Church at 1312 N. Main St in Salisbury. Families who are clients of RCDSS Children's Services Division and Work First Family Assistance participants can visit the center once every 30 days to get clothing, shoes, underwear, socks, diapers, wipes, personal hygiene items, bedding and other household items, toys, and books. Larger items, like beds, car seats, dressers, and used appliances are ordered for families and usually delivered to their homes. Families receive these services at no cost.

Donna Beaver, ROCOC Program Coordinator and a RCDSS Social Worker, maintains a full-time office at the center. Volunteers from member congregations and the community give of their time on a weekly basis to assist Mrs. Beaver. Volunteer duties include accepting donations, sorting and putting away donations, and assisting families as they come to the center.

Rowan County Government Information Technology Department provides office equipment including a laptop with wireless access, printer, and a cell phone for the Program Coordinator. Our lease agreement with the Western North Carolina Conference of the United Methodist Church incorporates that utilities, remodeling, and maintenance are paid for via a reserve fund through the United Methodist Church. (Main Street United Methodist Church was formerly occupying the church space. The property is now owned by the Western North Carolina Conference.)

Normally, ROCOC holds a Celebration Banquet in the spring to honor member church pastors, coordinators, advisory board members, and volunteers. Due to COVID, ROCOC has been unable to hold the spring banquet over the last few years. In the spring of 2022, the ministry created a “thank you” video for our partners. Hopefully, the banquet will be held as usual in the spring of 2023. Another banquet is held in the fall of each year for pastors, coordinators, board members, and volunteers. A program regarding community services awareness is presented at this banquet. ROCOC is currently planning the 2022 banquet.

Donna Beaver actively seeks opportunities to share the mission of ROCOC with the community. She seeks to increase community awareness of the needs of Rowan County children and families and to recruit new member congregations and organizations. Mrs. Beaver meets individually with pastors and church members to expand program capacity.



## **ROCOC Advisory Board**

A ROCOC Advisory Board consisting of RCDSS staff and community members meets three times per year to:

- Receive and review reports regarding donations, numbers of families assisted, and the financial ledger.
- Provide input on program policy decisions.
- Assist in program evaluation.
- Assist in the planning and execution of the annual banquets.
- Suggest program topics for meeting with church coordinators and pastors.
- Educate the community about the program and the RCDSS mission, act as community advocates for the program, and partner with RCDSS to recruit new member churches and organizations.

## **Commitment of Member Church Pastors and Organization Leaders**

- Recruit a church/organization member to act as the ROCOC Coordinator and contact person between the church/organization and RCDSS/ROCOC.
- Sponsor at least one yearly program or project to support ROCOC.
- Keep the message about the needs of Rowan County children and families before the congregation/organization throughout the year.

## **Role of Church/Organization Coordinator**

- Serve as a liaison between the church/organization and RCDSS/ROCOC.
- Articulate program information to church/organization members throughout the year.
- Coordinate at least one project during the year to support ROCOC.
- Attend the spring and fall banquets.

**Rowan County DSS will:**

- Train and support church/organization coordinators.
- Provide printed materials and resources for churches/organizations.
- Plan and host meetings for church/organization coordinators and pastors.

The ROCOC Ministry has a tremendous impact on Rowan County families. In the fiscal year of July 2021-June 2022, \$30,940 was spent directly on purchasing life necessities for children and their families. This includes beds, car seats, appliances, cleaning supplies, bug spray, heaters, dressers, and other items. Additionally, over 250 children were assisted with clothing, shoes, underwear, socks, diapers and wipes, personal hygiene items, household goods, toys, and books through visits to the ROCOC Center. Some of these children were assisted more than once, depending on their needs. Eighty-one children received Easter baskets, and 394 children received Star Tree Christmas gifts. The 2021-2022 financial statement is included below.

## ROCOC FINANCIAL STATEMENT 2021-2022

### INCOME

Church Donations	\$11,176.67
First UCC Grant (received Nov 2021)	\$2800.00
Salisbury Rowan Community Foundation Grant (received Jan 2022)	\$7500.00
Robertson Foundation (received May 2022)	\$8000
Woodson Foundation (received June 2022)	\$10,000.00
Individual Donations	\$7547.55
Organization Donations	\$770.00
<b>TOTAL</b>	<b>\$47,794.22</b>

### EXPENSES

Beds & Mattresses	\$13,217.63
Used Appliances	\$1639.94
Car Seats	\$2361.68
Supplies for Center	\$316.64
Other – pesticides, cleaning supplies, dressers, strollers, door alarms, lock boxes, clothing, shoes, underwear, socks, diapers, wipes, bedding, fire escape ladders, rent/utilities for families, food/gas cards, heaters	\$11,684.01
<b>TOTAL</b>	<b>\$29,219.90</b>
<b>FUND BALANCE AS OF 6/30/2022</b>	<b>\$78,731.18</b>

It is important to note that the Robertson and Woodson Grants were received in the spring of 2022, and the funds from these grants has not been fully spent. ROCOC did not apply for these grants for the 2021 cycle.

With increased inflation, purchasing needed items for families will become increasingly more expensive. It is also expected that requests for assistance will increase as inflation rises. The ROCOC Ministry opened to the Rowan County DSS Work First Family Assistance participants in June 2022. This will add extra expenses for the ministry for the coming year, but it also allows the ministry to serve more Rowan County families. After reviewing recent requests for assistance, it has become evident that it is important to keep a large stock of sheet sets, pillows, blankets, cleaning supplies, laundry detergent, and pesticides in the center at all times. This will allow families to have easier access to these household goods. The projected budget for the fiscal year 2022-2023 is below. An increase in spending is noted due to inflation, the ability to serve more children and families, and a planned increase in items kept at the center.

## PROJECTED BUDGET July 2022-June 2023

### INCOME

<b>Donations</b>	<b>Received (as of mid-July)</b>	<b>Anticipated</b>
Church Donations	\$401.19	\$11,000.00
First UCC Grant		\$2800.00
Salisbury Rowan Community Foundation Grant		\$7500.00
Robertson Foundation Grant		\$8000.00
Woodson Foundation Grant		\$8000
Individual Donations	\$100.00	\$7500.00
Organization Donations		\$770.00
<b>TOTAL</b>	<b>\$501.19</b>	<b>\$45,570</b>

### EXPENSES

<b>Expenses</b>	<b>Spent (as of mid-July)</b>	<b>Anticipated</b>
Beds & Mattresses	\$515.58	\$16,000.00
Used Appliances	\$0	\$2000.00
Car Seats	\$0	\$3000.00
Supplies for the Center	\$0	\$300.00
Other – pesticides, cleaning supplies, dressers, strollers, door alarms, lock boxes, clothing, shoes, underwear, socks, diapers, wipes, bedding, fire escape ladders, rent/utilities for families, food/gas cards, heaters	\$1081.33	\$22,000.00
<b>TOTAL</b>	<b>\$1596.91</b>	<b>\$43,300.00</b>

Assistance from the First United Church of Christ Foundation will allow the ROCOC Ministry to continue to assist Rowan County children and families. Funding will allow the ministry to continue its impact on the community as inflation continues to rise. Funding will allow the ministry to keep more frequently requested items for families at the ROCOC Center.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Micah Ennis  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source Information, Inc.

---

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

This agreement is for renewal coverage and software support for Daily Sheets used at DSS. The FY23 cost will be \$6,118.60.

Attached is quote from Information, Inc.

Board of Commissioners authorize the Social Services Director to approve a sole-source purchase from Information, Inc. for daily sheets software renewal and support not to exceed \$6,118.60.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
quote	7/25/2022	Cover Memo



ROWAN COUNTY CONTRACT MEMORANDUM

TO: Aaron Church, Rowan County Manager  
FROM: Micah Ennis, Director  
DEPT: Social Services  
DATE: 7/21/2022  
SUBJECT: Information, Inc. 23124

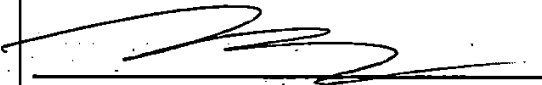
PURPOSE OF CONTRACT:

This vendor provides hosting and maintenance for Day Sheet program.

**CONTRACT CERTIFICATION**

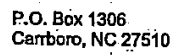
***By submitting this memorandum, I agree that I have:***

- 1. Read and understand the terms of the contract.***
- 2. To the best of my knowledge the terms, amount and activities surrounding this contract are compliant with North Carolina General Statutes, the Rowan County Purchasing Policy and any applicable regulations.***
- 3. I have secured and attached in MUNIS the Certificate of Insurance.***

  
Signature of Director

7/21/2022  
DATE





Date	Invoice #
7/4/2022	12916

Bill To
Rowan County DSS 1813 East Innes Street Salisbury, NC 28146

		Terms
		Net 30
Description		Amount
Application hosting and maintenance fee for Information, Inc. Day Sheets, 150 - 199 users, July 1, 2022 - June 30, 2023		6,117.60
Sales Tax		0.00
	<b>Total</b>	<b>\$6,117.60</b>



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MCGRIFF INSURANCE SERVICES INC/PHS 22272545 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251		<b>CONTACT</b> NAME: PHONE (866) 467-8730 (A/C, No, Ext): FAX (866) 443-6112 (A/C, No): E-MAIL: ADDRESS:	
<b>INSURED</b> INFORMATION INC PO BOX 1306 CARRBORO NC 27510-3306		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Hartford Casualty Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR	TYPE OF INSURANCE	ADDL INSR	SUBS WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability	X		22 SBM UN5222	08/15/2021	08/15/2022	EACH OCCURRENCE \$1,000,000
	DAMAGE TO RENTED PREMISES (EA Occurrence)						\$300,000
	MED EXP (Any one person)						\$10,000
	PERSONAL & ADV INJURY						\$1,000,000
A	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			22 SBM UN5222	08/15/2021	08/15/2022	GENERAL AGGREGATE \$2,000,000
	PRODUCTS - COMP/OP AGG						\$2,000,000
	AUTOMOBILE LIABILITY						
	ANY AUTO ALL OWNED AUTOS X NON-OWNED AUTOS X SCHEDULED AUTOS						
A	UMBRELLA LIAB EXCESS LIAB			22 SBM UN5222	08/15/2021	08/15/2022	CONSIDERED SINGLE LIMIT (EA accident) \$1,000,000
	BOODY INJURY (Per person)						
	BOODY INJURY (Per accident)						
	PROPERTY DAMAGE (Per accident)						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	22 SBM UN5222	08/15/2021	08/15/2022	EACH OCCURRENCE AGGREGATE
	PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/>						
	E.L. EACH ACCIDENT						
	E.L. DISEASE - EA EMPLOYEE						
A	FAILSAFE TECHNOLOGY E OR O			22 SBM UN5222	08/15/2021	08/15/2022	Each Glitch \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008 attached to this policy.

<b>CERTIFICATE HOLDER</b> Rowan County DSS 1813 E INNES ST SALISBURY NC 28146	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Suzanne Castaneda</i>
--	--

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Randy Cress  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source Tyler Technologies

---

Rowan County choose Tyler Technologies to be our ERP system in 2016. Rowan County purchasing policy requires any purchases over \$5,000 without competitive quotes come to the Board of Commissioners as 'sole-source' purchases. This contract would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Staff would like to request that all renewals from Tyler Technologies be approved as a 'sole-source' going forward and only those purchases that are additions of services from Tyler Technologies come to the Board for approval.

Board of Commissioners authorize the County Manager or Purchasing Director, depending on price point, to sign all renewals with Tyler Technologies.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Randy Cress  
**DATE:** 08/01/2022  
**SUBJECT:** Sole-Source Central Square

---

Rowan County uses Central Square as our public safety software suite. Rowan County purchasing policy requires any purchases over \$5,000 without competitive quotes come to the Board of Commissioners as 'sole-source' purchases. This contract would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Staff would like to request that all renewals and updates needed to Central Square be approved as a 'sole-source' going forward.

Board of Commissioners authorize the County Manager or Purchasing Director, depending on price point, to sign all renewals and updates required with Central Square.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Randy Cress  
**DATE:** July 26, 2022  
**SUBJECT:** Sole-Source CivicPlus Inc

---

CivicPlus Inc is a sole-sourced vendor whose services are imperative to Rowan County. This service is used county-wide website hosting, and we would respectfully request to continue our service to this company. The FY23 renewal is for \$9,825,55.

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Attached is quote from CivicPlus, Inc.

Board of Commissioners authorize the County Manager to approve sole-source purchases from CivicPlus Inc. for FY23.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Quote	7/26/2022	Cover Memo



# Invoice

CivicPlus LLC  
NEW REMITTANCE ADDRESS  
(FOR PAYMENTS ONLY)  
CivicPlus  
PO Box 1572  
Manhattan KS 66505

#229584

7/1/2022

PO #

**Bill To**

IT Department  
ROWAN COUNTY  
130 WEST INNES ST  
SALISBURY NC 28144

**TOTAL DUE**

**\$9,825.55**

**Due Date: 7/31/2022**

Terms	Due Date	PO #	Approving Authority
Net 30	7/31/2022		

Qty	Item	Start Date	End Date	Amount
3	Ultimate Department Header Annual Fee: Parks & Recreation, Airport, Library	7/1/2022	6/30/2023	\$1,059.48
3	Themes Annual Fee	7/1/2022	6/30/2023	\$681.11
1	CivicSend Communication Platform Annual Fee	7/1/2022	6/30/2023	\$1,258.78
1	CivicPlus Website Annual Fee for Hosting and Support.	7/1/2022	6/30/2023	\$4,303.57
1	ADFS Annual Fee	7/1/2022	6/30/2023	\$756.78
1	Subsite Annual Fee: Intranet	7/1/2022	6/30/2023	\$794.63
1	Storage of 200GB (with DR & Backup)	7/1/2022	6/30/2023	\$2,522.61
1	Virtual Webmaster Annual Fee Renewal Included	7/1/2022	6/30/2023	\$0.00
1	3yr Redesign Premium Annual - CivicEngage Central	7/1/2022	6/30/2023	\$0.00
1	3yr Redesign Premium Annual - Intranet Subsite	7/1/2022	6/30/2023	\$0.00

**Total** \$11,376.96

**Due** **\$9,825.55**

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to [accounting@civicplus.com](mailto:accounting@civicplus.com).

Bank Name	Account Name	Account Number	Routing Number
KS State Bank	CivicPlus LLC	1046292	101101536

CivicPlus  
302 S 4th St.  
Suite 500  
Manhattan KS 66502

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Randy Cress  
**DATE:** July 26, 2022  
**SUBJECT:** Sole-Source Faronics Technologies

---

Rowan County Information Technology Department wishes to enter into a sole-source agreement with Faronics Technologies for endpoint management. The FY23 amount is \$5,880.

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

Attached is the quote from Faronics Technologies.

Board of Commissioners to authorize the County Manager to enter into a sole-source agreement with Faronics Technologies not to exceed \$5,880.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
quote	7/26/2022	Backup Material



Company: **5506 Sunol Blvd.  
Suite 202  
Pleasanton, CA 94566  
United States**

Created: **18-Apr-2022**  
Expiration: **18-May-2022**  
Quote #: **00215344**

Prepared By: **Alan Fernandes**  
Email: **afernandes@faronics.com**  
Phone: **(604) 637-3333 x4017**  
FAX: **(800) 943-6488**

License To: **Randy Cress**  
Email: **randy.cress@rowancountync.gov**

Bill To: **Rowan County**  
**130 West Innes Street**  
**Salisbury, NC, 28144**  
**United States**

Licensee: **Rowan County**  
**130 West Innes Street**  
**Salisbury, NC, 28144**  
**United States**

Confirm To:

#### End-User Pricing for Rowan County

Part #	Product	QTY	MSRP Price	Extended Price
DFE0.NA1LA.MR1.E08.SN	Deep Freeze ENT NA Maintenance Renewal 1yr 500+  Start Date: 1-Aug-2022 Term: 1 Year(s)	800	\$7.35	\$5880.00

<b>MSRP Total:</b>	<b>\$5,880.00</b>
--------------------	-------------------

Customers purchasing a Maintenance Renewal can do so within 30 days of the expiration of their Maintenance Agreement. After 30 days have passed the License can be refreshed by purchasing a Version Upgrade with a one-year Maintenance Agreement.

Applicable taxes depending on your geographical location may be added to your order.  
Promotional pricing applies to the new License being purchased, or the first term of a new Subscription.  
Information on our Maintenance Package can be found here [www.faronics.com/maintenance](http://www.faronics.com/maintenance)  
Visit our Professional Services page for more information: <https://www.faronics.com/ProServices>  
All software will be provided via electronic delivery.



**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Kelly Natoli, Assistant County Manager/HR Director  
**DATE:** 07-26-22  
**SUBJECT:** Position Change Requests Submitted by Public Health Director

---

The Public Health Director, Alyssa Harris, is requesting to reclassify/add the following positions:

1. Position #220067 – reclassify from PTB Child Care Health Consultant to Full-Time Smart Start Child Care Health Consultant.
2. Position #210041 – reclassify from Temporary Full-Time Public Health Nurse I to Temporary Full-Time Public Health Nurse II through 06/30/23 using AA543 funding.
3. Create a Temporary Full-Time Referral Coordinator through 6/30/23 using AA543 funding.
4. Create a Temporary Full-Time Public Health Education Specialist through 06/30/23 using AA466 funding.

A cost worksheet for each position is attached.

Please approve these position change requests submitted by Alyssa Harris, Public Health Director.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Cost Worksheets	7/26/2022	Backup Material

**ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO**

**2023 BUDGET YEAR**

Key in gray sections only

Department Name	Health Department				
Position Title	Reclassify Position #220067 from PTB Child Care Health Consultant to FT Smart Start Child Care Health Consultant				
Hours (per week)	40	Increase	80% already budgeted, increase by	Grade	23 (\$32.82 hourly)
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		

\$32.82 \* 16\*26

Salary / Benefits		Total Cost	Smart StartAA466 and AA886		New County Funds Requested
Salary			\$ 13,653.12	\$ -	
Health Insurance	/ Mo			-	
Medicare	1.45%	-	198.00	-	
Retirement	10.21%	-	1,394.00	-	
Social Security	6.20%	-	847.00	-	
Workers Comp (Varies)	0.25%	-	35.00	-	
401(k)	3.00%	-	410.00	-	
Total Salary / Benefits		-	16,537.12	-	
Other Costs					
Desk		-	-	-	
Chair		-	-	-	
Side chairs		-	-	-	
Telephone		-	-	-	
Computer		-	-	-	
Bookcase		-	-	-	
Vehicle		-	-	-	
Travel		-	-	-	
Training		-	-	-	
		-	-	-	
		-	-	-	
Total Equipment Costs		-	-	-	-
Total Cost		\$ -	\$ 16,537.12	\$ -	\$ -

**ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO**

**2023 BUDGET YEAR**

Key in gray sections only

Department Name	Health Department				
Position Title	Reclassify Position #210041 from Temp FT Public Health Nurse I to Temp FT Public Health Nurse II				
Hours ( <i>per week</i> )	40	Increase		Grade	Grade 20 to Grade 22
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		

64,235.51 to 70,819.66

<u>Salary / Benefits</u>		Total Cost	AA543		New County Funds Requested
Salary			\$ 6,584.15	\$ -	
Health Insurance	/ Mo			-	
Medicare	1.45%	-	96.00	-	
Retirement	10.21%	-	673.00	-	
Social Security	6.20%	-	409.00	-	
Workers Comp (Varies)	0.25%	-	17.00	-	
401(k)	3.00%	-	198.00	-	
Total Salary / Benefits		-	7,977.15	-	
<u>Other Costs</u>					
Desk		-	-	-	-
Chair		-	-	-	-
Travel		-	-	-	-
Training		-	-	-	-
		-	-	-	-
Total Equipment Costs		-	-	-	-
Total Cost		\$ -	\$ 7,977.15	\$ -	\$ -

**ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO**

**2023 BUDGET YEAR**

Key in gray sections only

Department Name	Health Department				
Position Title	Create one Temp FT Referral Coordinator				
Hours (per week)	40	Increase		Grade	Grade 9
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		

<u>Salary / Benefits</u>	Total Cost	Funding AA543		New County Funds Requested
Salary		\$ 37,557.00	\$ -	
1,000/ Mo		12,000.00	-	
Health Insurance				
Medicare	1.45%	545.00	-	
Retirement	10.21%	3,835.00	-	
Social Security	6.20%	2,329.00	-	
Workers Comp (Varies)	0.25%	94.00	-	
401(k)	3.00%	1,127.00	-	
Total Salary / Benefits		57,487.00	-	
<u>Other Costs</u>				
Desk		1,000.00	-	
Computer		600.00	-	
Monitor		150.00	-	
		-	-	-
Total Equipment Costs		1,750.00	-	-
Total Cost		\$ 59,237.00	\$ -	\$ -

**ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO**

**2023 BUDGET YEAR**

Key in gray sections only

Department Name	Health Department				
Position Title	Create one Temp Public Health Education Specialist				
Hours (per week)	40	Increase		Grade	Grade 15
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		

<u>Salary / Benefits</u>		Total Cost	Funding AA543		New County Funds Requested
Salary			\$ 50,330.20	\$ -	
	1,000/ Mo		12,000.00	-	
Health Insurance					
Medicare	1.45%	-	730.00	-	
Retirement	10.21%	-	5,139.00	-	
Social Security	6.20%	-	3,121.00	-	
Workers Comp (Varies)	0.25%	-	126.00	-	
401(k)	3.00%	-	1,510.00	-	
Total Salary / Benefits		-	72,956.20	-	
<u>Other Costs</u>					
Desk		-	1,000.00	-	
Chair		-	-	-	-
Side chairs		-	-	-	-
Telephone		-	-	-	-
Computer		-	600.00	-	
Monitor		-	150.00	-	
		-	-	-	-
Total Equipment Costs		-	1,750.00	-	-
Total Cost		\$ -	\$ 74,706.20	\$ -	\$ -

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner and Micah Ennis  
**DATE:** August 1, 2022  
**SUBJECT:** Sole-Source Lexis Nexis

---

Rowan County Purchasing Policy requires sole-source purchases over \$5,000 be approved by the Board of Commissioners. This agreement would be approved as a 'sole-source' using standardization or compatibility as the overriding consideration per NCGS 143-129(e)(6) which allows for an exception to the bidding laws when:

1. Performance or price competition for a product are not available;
2. A needed product is available from only one source of supply; or
3. Standardization or compatibility is the overriding consideration

This agreement is for renewal coverage and software support for Lexis Nexis used at DSS. The total FY23 cost will be \$7,165.

Attached is quote from Lexis Nexis.

Board of Commissioners authorize the Social Services Director to approve a sole-source purchase from Lexis Nexis for software renewal and support not to exceed \$7,165 in FY23.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Chairman Edds  
**DATE:** July 26, 2022  
**SUBJECT:** Termination of State of Emergency

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Termination of State of Emergency	7/26/2022	Cover Memo

Greg Edds, Chairman  
Jim Greene, Vice-Chairman  
Mike Caskey  
Judy Klusman  
Craig Pierce



Aaron Church, County Manager  
Carolyn Barger, Clerk to the Board  
John W. Dees, II, County Attorney

## Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144  
Telephone 704-216-8180 • FAX 704-216-8195

### TERMINATION OF STATE OF EMERGENCY

**WHEREAS**, on March 20, 2020 at 11:00 am, as Chairman of the Board of Commissioners of Rowan County, I proclaimed a State of Emergency for the Coronavirus Disease 2019 ("COVID-19") public health emergency in the County of Rowan; *and*

**WHEREAS**, the authorities granted by a State of Emergency Declaration are no longer needed.

**NOW, THEREFORE**, I hereby terminate the above referenced declaration of a state of emergency and all the restrictions and orders contained therein.

Declared this the 1<sup>st</sup> day of August, 2022 at 3:00 p.m. and effective the 15<sup>th</sup> day of August, 2022.

---

Gregory C. Edds, Chairman  
Board of Commissioners

**ATTEST:**

---

Carolyn Barger, MMC, NCMCC  
Clerk to the Board

Equal Opportunity Employer



recycled paper



**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** County Manager Aaron Church  
**DATE:** July 26, 2022  
**SUBJECT:** West End Plaza Sign for Veterans Social Center

---

Authorize The High Road, Inc. to place a sign at their cost on the entrance signage at the West End Plaza for the Veterans Social Center.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** County Manager Aaron Church  
**DATE:** July 26, 2022  
**SUBJECT:** Property Sale

---

Accept offer to purchase Lot 5 as recorded on June 29, 2022 in Summit Business Park; Book of Maps 9995 Page 10115 and authorize staff to start the upset bid process in accordance with the NCGS.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Offer	7/26/2022	Cover Memo
Summit Plat	7/26/2022	Cover Memo

**DKOTA INVESTMENRS, INC.**  
**4848 LEMMON AVENUE, SUITE 622**  
**DALLAS TEXAS 75219**

Date: February 22<sup>nd</sup> 2022

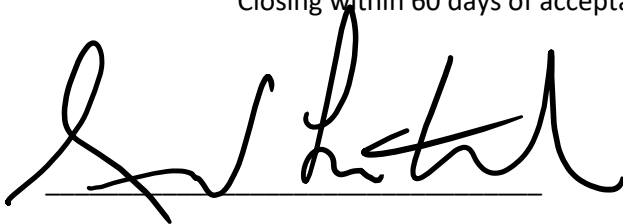
Attn: Aaron Church

This letter confirms Dkota Investments, Inc. offer to purchase Lot 5, 3.80 acres, Summit Business Park. The facility will be leased to Frito Lay, Inc., who will use the facility to distribute its product throughout Rowan County.

Offer Price: \$153,000.00

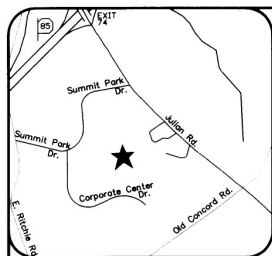
Terms: Cash Offer

Closing within 60 days of acceptance

A handwritten signature in black ink, appearing to read 'Russell Leitch', is written over a horizontal line.

Russell Leitch, President

Date: 2/22/2022

VICINITY MAP  
NOT TO SCALE

STATE OF NORTH CAROLINA

I, Shane Stewart, REVIEW OFFICER OF ROWAN COUNTY,  
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS  
AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE 6/29/22

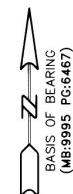
REVIEW OFFICER

LINE TABLE			LINE TABLE		
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	N35°15'35"W	49.30'	L12	N4°49'26"W	55.72'
L2	N33°42'58"E	43.75'	L13	N85°19'10"E	10.42'
L3	N10°00'18"W	134.49'	L14	S78°58'22"E	365.11'
L4	N6°29'14"W	37.73'	L15	S20°02'40"E	92.03'
L5	N11°04'37"W	83.15'	L16	S24°57'04"E	87.40'
L6	N5°05'45"W	79.23'	L17	S41°06'03"W	218.36'
L7	N10°27'44"W	6.77'	L18 TIE	N19°14'52"E	57.38'
L8	N11°45'44"E	12.16'	L19 TIE	N40°29'29"E	45.94'
L9	N23°13'20"E	31.42'	L20 TIE	N43°28'50"W	64.04'
L10	N13°57'20"E	35.81'	L21 TIE	S63°59'44"W	41.61'
L11	N3°25'37"E	71.13'			

CURVE TABLE				
CURVE	LENGTH	RADIUS	BEARING	CHORD
C1	243.34'	710.00'	S50°56'14"W	242.15'
C2	97.07'	370.00'	S48°37'00"W	96.79'
C3 TIE	1049.36'	710.00'	N76°54'13"W	956.42'
C4 TIE	744.02'	370.00'	N66°15'37"W	624.85'

## LEGEND

- CMF (CONC. MON. FOUND)    ⊗ NPS (NO POINT SET)
- EIP (AS DESCRIBED)    ○ POWER POLE
- SIP (#5 REBAR)
- — — — — BOUNDARY LINE (AS SURVEYED)
- — — — — BOUNDARY LINE (BY DEED OR PLAT)
- — — — — RIGHT-OF-WAY LINE
- — — — — EASEMENT LINE
- — — — — TIE LINE
- — — — — OVERHEAD POWER LINE
- — — — — TOP BANK OF CREEK / RIVER
- — — — — CENTER OF DITCH / DRAIN



## CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF ROWAN COUNTY AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT AND ESTABLISH MINIMUM LOT SIZE AND BUILDING SETBACK LINES AS NOTED.

DATE 6-29-2022

OWNER

ROWAN COUNTY, NORTH CAROLINA  
Filed for registration at 1:00 PM on June 29, 2022 and registered  
in Deed Book 9995 Page 10115  
J.E. Brindle, REGISTER OF DEEDS  
BY Shane Stewart ASST. DEPUTY

ROWAN COUNTY  
DB: 231 PG: 7  
MB: 9995 PG: 6467  
PIN: 5658-02-76-7030  
47.481 REMAINING ACRES PER MB: 9995 PG: 6467  
ZONE CBI  
LOT #1

Doc ID: 015067810001 Type: CRP  
Recorded: 06/29/2022 at 11:08:14 AM  
Fee Amt: \$21.00 Page 1 of 1  
Rowan, NC  
J. E. Brindle Register of Deeds  
BK 9995 PG 10115

ROWAN COUNTY  
DB: 231 PG: 7  
MB: 9995 PG: 3223  
PIN: 5658-02-85-5456  
ZONE CBI

KEY MAP  
NOT TO SCALE

CERTIFICATE OF APPROVAL OF FINAL PLAT  
THIS FINAL PLAT HAS BEEN APPROVED IN ACCORDANCE WITH THE  
PROVISIONS OF THE ROWAN COUNTY SUBDIVISION ORDINANCE ON THIS  
29 DAY OF June, 2022

SUBDIVISION ADMINISTRATOR  
ROWAN COUNTY, NORTH CAROLINA

## REVISIONS

MINOR SUB DIVISION SURVEY OF:

0 SUMMIT PARK DR

LUTAKER TOWNSHIP, ROWAN CO., NC

FOR OWNER:

ROWAN COUNTY  
130 W INNES ST  
SAULSBURY, NC, 28144

DATE: 06/29/2022  
REVISED:  
SCALE: 1" = 100'  
JOB NO.: 220299.000

COMPUTED BY: MLT  
DRAWN BY: MLT  
CHECKED BY: DLH

CES  
CIVIL - GEOTECHNICAL - SURVEYING

N.C. FIRM LICENSE NO. C-0283  
45 SPRING STREET SW CONCORD (704) 786-5404  
CONCORD, NC 28025 FAX (704) 786-7454  
© CESI 2022 ACAD FILE: 220299.000.DWG

## NOTES:

1. TRAVERSE ADJUSTED BY THE LEAST SQUARES ADJUSTMENT METHOD.
2. AREAS DETERMINED BY COORDINATE COMPUTATIONS.
3. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
4. NO UNDERGROUND UTILITIES WERE LOCATED WITH THIS SURVEY. BEFORE DOING ANY DIGGING, CALL NC ONE-CALL (1-800-632-4949).
5. AREA IS LOCATED IN FLOOD ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AS SCALED FROM FLOOD INSURANCE RATE MAP NUMBER 37105658004; MAP REVISED 06/16/2009.
6. BASIS OF BEARINGS (SEE REFERENCE #3), UNITS ARE US SURVEY FEET.
7. 10' UTILITY EASEMENT ALONG ALL SIDE AND REAR LOT LINES.
8. THE PROPERTY IS NOT LOCATED WITHIN A WATER SUPPLY WATERSHED.
9. THIS PROPERTY IS TO BE SERVED BY PUBLIC WATER AND SEWER.

## REFERENCES:

1. ALL DEEDS AND MAPS SHOWN HEREON.
2. ROWAN COUNTY GS
3. MAP TITLED "RECOMBINATION PLAT PREPARED AT THE REQUEST OF: TKC CIVIL, LLC", DATED: JUNE 9, 2008, SURVEYED BY: R. B. PHARR & ASSOCIATES, P. A., SIGNED BY: J. JEFFREY COBB, L-2830, RECORDED IN THE ROWAN COUNTY REGISTER OF DEEDS MB: 9995 PG: 6467
4. AMENDMENT TO DECLARATION OF PROTECTIVE COVENANTS AND RESTRICTIONS DB: 1348 PG: 257
5. MAP TITLED: RIGHT OF WAY ACQUIRED FROM ROWAN COUNTY, DATED: 07/08/1996, SURVEYED BY: W. MICHAEL JONES, RECORDED IN THE ROWAN COUNTY REGISTER OF DEEDS MB: 9995 PG: 3135, REFERENCED IN DB: 799 PG: 647.

## PLAT CERTIFICATION

I, DAVID L. HAYWOOD, JR., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTIONS RECORDED IN DEED BOOKS AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM DEEDS OR MAPS REFERENCED HEREON; THAT THE RATIO OF PRECISION IS 1:36,477; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; AND THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND;

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 29TH DAY OF JUNE A.D., 2022.

DAVID L. HAYWOOD, JR.  
REGISTERED PROFESSIONAL LAND SURVEYOR  
NORTH CAROLINA  
6/29/22

PROFESSIONAL LAND SURVEYOR

LICENSE NO. L-4822

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** County Manager Aaron Church  
**DATE:** July 26, 2022  
**SUBJECT:** Contract With Environmental Engineering Firm

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Authorize the manager to enter into a contract with a Environmental Engineering Firm not to exceed \$20,000 to conduct environmental testing at 219 W. Liberty street and 219 N. Jackson Street owned by the First Baptist Church of Salisbury for the purpose of determining if the County is in a position to the purchase the property to be used for parking at the Court House.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Scott Shelton, Vice President, Rowan EDC  
**DATE:** July 22, 2022  
**SUBJECT:** Public Hearing & Summary Presentation - EDC 'Project Finishing'

---

The Rowan EDC will give a presentation regarding an incentive request for 'Project Finishing.'

The company behind 'Project Finishing' is an established manufacturer that is considering Rowan County for its new facility.

If Rowan County were chosen, the project would create 29 jobs over the next three years. The company also estimates that it will invest approximately \$6.85 million in building improvements and equipment.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	7/27/2022	Cover Memo
Draft Incentive Agreement	7/27/2022	Cover Memo

July 19, 2022



PARTNERSHIP for ECONOMIC DEVELOPMENT  
SALISBURY, NC

*Be an original.*

ECONOMIC  
IMPACT  
SUMMARY

SUMMARY OF PROPOSED LOCATION OF PROJECT  
FINISHING IN ROWAN COUNTY



Submitted by:  
The Rowan EDC

July 19, 2022

The Honorable Gregory C. Edds  
Rowan County Board of Commissioners  
130 West Innes Street  
Salisbury, NC 28144

*Re: Summary of Proposed Location of Project Finishing in Rowan County*

Dear Chairman Edds and County Commissioners:

On behalf of the Rowan EDC, please allow me to present to you this summary of the proposed location of Project Finishing in Rowan County.

We are optimistic that, with your support, this project will reach a successful conclusion, creating new employment and expanding the nonresidential tax base in the County. This document addresses the primary drivers and impacts of the project and is designed to provide you the information necessary to consider their request for assistance.

We sincerely hope that you find this document a useful resource as you consider this matter. We have expended substantial efforts to gather the most relevant information possible regarding the potential impacts this project could have on our County and its citizens. In order to accomplish this, we have relied on a variety of public and private sector partners. At this time, in addition to company representatives from Project Finishing, we would like to thank:

- Dylan Frick, Research Associate, McGuireWoods Consulting, LLC
- Melanie Underwood, Existing Industry Expansion Manager, Economic Development Partnership of NC
- David Hartigan, Principal, Hartigan Management

In the preparation of this document, we have strived to utilize factual data and realistic projections. It is our intent that this document serves as a resource as you deliberate potential actions.

Please do not hesitate to contact our office with any questions you may have regarding this matter. We look forward to your feedback.

Sincerely,



Scott Shelton  
Vice President



## **Contents**

1. Project Description
2. Regulatory Approval Process
3. Requested Assistance
4. Model of County Revenue – 10-Year Horizon
5. Closing
6. Draft Incentive Agreement

## **1. Project Description**

### **About The Company**

The company behind Project Finishing is a manufacturer based in the northeastern United States. The company is well respected in its field and has been in business for decades.

### **The Proposed Project**

The company is currently evaluating potential sites and buildings in the southeastern United States to relocate the business in order to be closer to its suppliers. The company is considering a vacant facility in Rowan County for this relocation.

If our community were chosen, the company would create 29 new jobs over the next three years. The company would also invest approximately \$6.85 million into the property through building renovations and installation of major equipment. The majority of these improvements would be completed by the end of 2023.

## **2. Regulatory Approval Process**

There does not appear to be any regulatory barriers to this project moving forward. The company will work with City of Salisbury staff as well as the Rowan County Building Inspections Department to navigate the appropriate review and permitting process. There are no components of the proposed project that appear outside the normal scope of operations for these types of facilities.

## **3. Requested Assistance**

Rowan County's adopted Investment Grant Program provides a five-year grant to companies investing in our community. The grant is established by a contract between the company and the County. The company must pay their taxes in full each year based on the actual tax value of the property or investment to be eligible to receive the grant. If the company meets all of the criteria in the contract, a portion of the property tax will be returned as a grant. The amount of the grant is based on a designated percentage level for five consecutive years. Below is a chart that summarizes the categories of grants, including the minimum investment required and the percentage of new taxes paid that would be returned as a grant:

<i><b>Grant Category</b></i>	<i><b>Minimum Taxable Investment Required</b></i>	<i><b>Percentage of Paid Taxes Returned as a Grant</b></i>
Level 1 Grant	\$5 million	75%
Level 2 Grant	\$50 million	80%
Level 3 Grant	\$100 million	85%

The company is requesting a Level 1 Grant under this program for the amount and duration adopted in the policy. In order to illustrate the revenue impact of this potential project on the County we have projected revenue returns over a 10-year period. These projections are provided below in Section 4.

We respectfully ask that the Board of Commissioners consider approving their request based on the potential impact on our community from the project. A 'Draft' copy of the proposed Incentive Agreement is attached.

#### Other Potential Assistance

The Rowan EDC is working with 'Project Finishing' to pursue a Building Reuse Grant through the State of North Carolina. This grant can help the company with needed electrical, HVAC and roof improvements.

The Salisbury City Council will hold a public hearing on August 16<sup>th</sup> to consider the submittal of a Building Reuse Grant application to the State on the company's behalf. The City Council will also consider its own Level 1 Grant for the project.

#### **4. Model of County Revenue – 10-Year Horizon**

If Rowan County were chosen, Project Finishing plans to complete the majority of renovations to the proposed building and new equipment installation by the end of 2022. Additional equipment installations would occur through 2026. The overall investment timeline is based on information provided to the Rowan EDC by the company.

The evolving nature of County tax rates, assessed value of the installed equipment, and construction timelines require certain assumptions in order to develop a functioning model. To establish a baseline, the following constants were applied:

- The County tax rate is fixed at the current rate of .6575
- \$4.2 million of building improvements and equipment installation occurs prior to December 31, 2022
- \$2.65 million of additional building improvements and equipment installation occurs prior to December 31, 2026
- The project is complete by December 31, 2026, with a total investment of \$6.85 million
- Depreciation for business personal property was estimated using the State of North Carolina's 2022 Depreciation Schedule A
- Ten-year lifespans were assumed for all business personal property depreciation
- Although additional investment in the project through the replacement of outdated equipment is expected over the next ten years, those numbers are not available and could not be used in this model.

In application, it is unlikely that all assumptions will hold constant. The model provides general trends of expected revenues and expenditures.

Incorporating the above framework, the following outcomes are projected:

- During the five incentivized years, the County would collect \$166,676 in revenue and provide incentive grants totaling \$125,007. The County would retain \$41,669 of revenue during the incentive term.

- Modeled with a 10-year horizon, the County would stand to collect an estimated \$328,674, disburse a \$125,007 grant and retain an estimated \$203,667 of new revenue.

**Project Finishing (Years 1-5):**

Fiscal Year	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Calendar Year	2023	2024	2025	2026	2027
<b>Real Property Investment</b>	\$1,700,000	\$1,950,000	\$2,250,000	\$2,600,000	\$3,000,000
<i>Current Real Property Tax Rate</i>	0.6575%	0.6575%	0.6575%	0.6575%	0.6575%
<b>Real Property Taxes</b>	\$11,178	\$12,821	\$14,794	\$17,095	\$19,725
<i>Incentive Grant Rate</i>	75%	75%	75%	75%	75%
<b>Incentive Grant</b>	\$8,383	\$9,616	\$11,095	\$12,821	\$14,794
<b>Net County Revenue</b>	\$2,794	\$3,205	\$3,698	\$4,274	\$4,931
<b>Personal Property - Machinery &amp; Equipment</b>	\$2,500,000	\$2,500,000	\$2,855,000	\$2,913,500	\$3,081,500
<i>Current Personal Property Tax Rate</i>	0.6575%	0.6575%	0.6575%	0.6575%	0.6575%
<b>Personal Property Taxes*</b>	\$16,438	\$16,438	\$18,772	\$19,156	\$20,261
<i>Incentive Grant Rate</i>	75%	75%	75%	75%	75%
<b>Incentive Grant</b>	\$12,328	\$12,328	\$14,079	\$14,367	\$15,196
<b>Net County Revenue</b>	\$4,109	\$4,109	\$4,693	\$4,789	\$5,065
<b>Total Property Taxes (Real &amp; Personal)</b>	\$27,615	\$29,259	\$33,565	\$36,251	\$39,986
<b>Total Incentive Grant (Real &amp; Personal)</b>	\$20,711	\$21,944	\$25,174	\$27,188	\$29,989
<b>Total Net County Revenue (Real &amp; Personal)</b>	\$6,904	\$7,315	\$8,391	\$9,063	\$9,996

**Project Finishing (Years 6-10):**

Fiscal Year	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	10 Year Sum.
Calendar Year	2028	2029	2030	2031	2032	
<b>Real Property Investment</b>	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	
<i>Current Real Property Tax Rate</i>	0.6575%	0.6575%	0.6575%	0.6575%	0.6575%	
<b>Real Property Taxes</b>	\$19,725	\$19,725	\$19,725	\$19,725	\$19,725	\$174,238
<i>Incentive Grant Rate</i>	0%	0%	0%	0%	0%	
<b>Incentive Grant</b>	\$0	\$0	\$0	\$0	\$0	\$56,709
<b>Net County Revenue</b>	\$19,725	\$19,725	\$19,725	\$19,725	\$19,725	\$117,528
<b>Personal Property - Machinery &amp; Equipment</b>	\$2,712,000	\$2,333,000	\$1,890,000	\$1,440,500	\$1,263,000	
<i>Current Personal Property Tax Rate</i>	0.6575%	0.6575%	0.6575%	0.6575%	0.6575%	
<b>Personal Property Taxes*</b>	\$17,831	\$15,339	\$12,427	\$9,471	\$8,304	\$154,437
<i>Incentive Grant Rate</i>	0%	0%	0%	0%	0%	
<b>Incentive Grant</b>	\$0	\$0	\$0	\$0	\$0	\$68,298
<b>Net County Revenue</b>	\$17,831	\$15,339	\$12,427	\$9,471	\$8,304	\$86,139
<b>Total Property Taxes (Real &amp; Personal)</b>	\$37,556	\$35,064	\$32,152	\$29,196	\$28,029	\$328,674
<b>Total Incentive Grant (Real &amp; Personal)</b>	\$0	\$0	\$0	\$0	\$0	\$125,007
<b>Total Net County Revenue (Real &amp; Personal)</b>	\$37,556	\$35,064	\$32,152	\$29,196	\$28,029	\$203,667

## **5. Closing**

This project appears to have a lengthy list of positive attributes and no apparent liabilities. If Rowan County were chosen, Project Finishing would create a total of 29 new full-time jobs, as well as add \$6.85 million to the County's tax base. The project would also generate approximately \$203,667 of net tax revenue for the County over the next ten years.

On behalf of the Rowan EDC, we look forward to providing you any additional information requested, or meeting with you personally to discuss these findings in detail. We hope that you have found this information useful as you consider this matter.

## **6. Draft Incentive Agreement**



NORTH CAROLINA  
ROWAN COUNTY

RELOCATION AND EXPANSION ASSISTANCE AGREEMENT

THIS RELOCATION AND EXPANSION ASSISTANCE AGREEMENT (the “Agreement”) is made and entered into as of the 1st day of August, 2022, by and between Rowan County, North Carolina, a body politic (hereinafter referred to as the “County”) and Project Finishing (hereinafter referred to as the “Company”).

WITNESSETH

WHEREAS, the Company has explored the possibility of establishing a new or expanding an existing facility in Rowan County (the “Project”), which would increase taxable property in the County and result in the creation of a number of jobs in the County, but would not have a significant detrimental impact to the environment of the County; and

WHEREAS, the Company has determined that the property located at \_\_\_\_\_, Salisbury, North Carolina, and further described in Exhibit ‘A’ (the “Property”), is a suitable location for its expansion and improvement; and

WHEREAS, in order to induce the Company to relocate, expand, or improve on the Property, the County is willing to provide, or cause to be provided, to the Company certain inducements, upon terms and conditions binding upon the County as set forth herein; and

WHEREAS, prior to beginning any relocation, expansion or improvement on the Property, the Company and County met and agreed to enter into this Agreement; and

WHEREAS, in consideration of the undertakings and agreements set forth herein, approximately \$6.85 million will be invested by or on behalf of the Company in new equipment and other real property improvements on the Property, and to create a certain number of jobs as provided herein and further comply with the covenants and conditions binding upon it as set forth herein, all of which are intended to create a positive economic impact in the County.

WHEREAS, the Company expects to be a community-oriented business and intends to participate in philanthropy, community events and programs intended to increase the health and happiness of their employees and the greater community as a whole; and to consider participation in the Rowan EDC’s Forward Rowan campaign; and

WHEREAS, the Company is encouraged, to the reasonable extent possible, to purchase local services and supplies, such as, but not limited to, locally produced products, local hotel, motel and hospitality services, local building and construction services, and other products and services;

NOW THEREFORE, in consideration of the premises and the mutual covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Company and the County hereby agree as follows:

ARTICLE I  
COUNTY INDUCEMENTS

The County shall provide financial assistance to the Company through its “Relocation and Expansion Assistance Program”, as hereinafter described, with respect to the Company’s development of the Property and other related expenses as follows:

- 1) The “Relocation and Expansion Assistance Program” will be provided as a “Relocation and Expansion Incentive Grant” (“Grant”) to assist the Company with construction, equipment, and other capital improvements in Rowan County. The Grant will specifically apply to the Property and all real property improvements and personal property newly installed and used at the Property (“Facility”).
- 2) The amount of the Grant will be computed using the following steps:
  - a) Real Property Valuation.
    - i) For each tax year that the Grant is applicable to a Property (subject to the limitations below), determine the actual assessed tax value of the real property, located at such Property.
    - ii) Subtract from the above amount in a) i) the baseline real property value of the Property assessed as of January 1, 2022, and prior to the investments made by the Company in real property at such property. The annual result of this computation shall be defined as the “New Real Property Value” for the applicable Property.
  - b) Personal Property Valuation.
    - i) For each tax year that the Grant is applicable (subject to the limitations below), determine the actual assessed tax value of all personal property, excluding supplies and rolling stock, located at and used in such Property.
    - ii) Subtract from the above amount in b) i) the assessed tax value of personal property, excluding supplies and rolling stock, located at and used on such Property as of January 1, 2022. The annual result of this computation shall be defined as the “New Personal Property Value” for the applicable Property.
  - c) County Property Tax Determination. The sum of the New Real Property Value and the New Personal Property Value of a Property for each applicable year shall be the “New Property Value” of such Property for such year. Multiply the New Property Value for each applicable Property by the County tax rate (excluding municipal and fire district tax rates) applicable for the tax year at issue to determine the amount of property taxes applicable to the new property at such Property.
  - d) Grant Amount Determination. Multiply the property taxes applicable to the New Property Value for each applicable Property by 75% (0.75).
- 3) The Grant will be structured as a reimbursement of a portion of the real and personal property taxes assessed against each applicable Property and the Company. Such payment of the Grant will be made to the Company. Payment may be requested by

the Company no sooner than January 1st and no later than June 30<sup>th</sup> of the fiscal year in which the taxes are due. The Grant will be paid within sixty (60) days of the Company providing certifications as set forth in Article III(3), and receipt of the Company's full payment of all real and personal property taxes due to the County. Payment of the Grant shall be equal to Eighty Percent (80%) of the County property taxes (excluding municipal and fire district taxes) paid on the New Property Value of the Property by the Company according to Paragraph (2) above at the prevailing Rowan County tax rate for the tax year of the requested Grant.

- 4) Tax amounts due on property discovered by the County through its customary audit procedures and not listed by the Company shall be excluded from this Agreement, and the County shall not be responsible for reimbursement on these amounts for any tax year.

## ARTICLE II SCHEDULE OF CORPORATE IMPROVEMENTS

- 1) The Company has determined that the Property is a suitable site for location of its Facility and shall acquire all local permits, zoning approvals, and required state and federal permits, if applicable. The Company expects to have the Facility completed by December 31, 2023.
- 2) The Company shall receive the Grant for fifteen separate tax years ("Grant Term"), which shall begin with property assessed as of January 1, 2024, with the first such reimbursement to be provided to the Company by the County during fiscal year ended June 30, 2025. If the Facility is not complete by January 1, 2024, the Grant shall be based on the percentage complete and assessed for that year.
- 3) Unless an event triggering the Force Majeure provision set forth in Article VII herein shall occur, the initial year shall commence on property assessed as of January 1, 2024.
- 4) Any subsequent qualifying expansion of the Facility by the Company shall be eligible (provided the Relocation and Expansion Assistance Program is still in effect) for consideration as a separate Grant under the Relocation and Expansion Assistance Program, each for a separate Grant Term.

## ARTICLE III EMPLOYMENT

- 1) The Company projects that it will create 29 Full Time Equivalents ("FTEs") with this Project. As of December 31, 2025, the Company shall employ 29 FTEs at this Project. A FTE position requires at least 1,600 hours of work per year and is provided standard company benefits.
- 2) For each of the following Fiscal Years (FYs) of the Agreement that the company requests the disbursement of grant funds, the Company shall certify that the following employment goals have been met, prior to receiving payment:

<u>County Fiscal Year (FY)</u>	<u>Number of New FTEs (in aggregate)</u>
FY 24-25	15
FY 25-26	21
FY 26-27	27
FY 27-28	29
FY 28-29	29

- 3) The Company shall certify annual progress towards the employment of the required number of FTEs to the County on or before June 30, 2025, and on June 30<sup>th</sup> following each of the remaining years of the Grant Term. Such certification shall include a copy of the Company's "*Employers Quarterly Tax and Wage Report*" (Form NCU1 101 filed with the NC Employment Security Commission) for the quarter a) ending on or immediately preceding the date of the annual request and b) the number of FTEs as of that same date. If the NCU1 101 is discontinued or modified, a successor form performing a comparable function must be submitted. The Company shall also provide copies of its One NC Grant reporting to the County when they have been submitted to the State.
- 4) Should the Company fail to certify its annual employment numbers by June 30<sup>th</sup>, the County may allow the Company an extended cure period to file and certify this particular report annually.
- 5) If the Company does not meet the employment goals, the County will reduce the annual Grant payment on a pro-rata basis until such time as the Company once again meets employment goals. Pro-rata reduction shall be computed based on the percentage of the goal not met for the given year.

#### ARTICLE IV

#### TERMINATION OF GRANT AGREEMENT AND REQUIRED REPAYMENT OF GRANT FUNDS UPON ANNOUNCED TERMINATION OF OPERATIONS OR MAJORITY REDUCTION IN WORKFORCE

- 1) The assistance provided by Rowan County, through the Relocation and Expansion Assistance Program, represents a substantial commitment of public resources. Companies that participate in this program are expected to maintain and continue operations beyond the end of the Grant Term.
- 2) Should the Company cease operations or eliminate the majority of their workforce (51% reduction or more within a twelve (12) month span), the Agreement will be terminated and the Company will be required to repay all grant proceeds provided during the thirty-six (36) months prior to the cessation or reduction.
- 3) Repayment of grant funds shall be required if the Company has received any grant disbursements from the County within the thirty-six (36) months prior to the earlier of (a) Public announcement by the Company of plans to close or eliminate the majority of the workforce, (b) Actual cessation of operations, or elimination of a majority of the workforce.
- 4) The Company shall make payment to the County within one hundred and twenty (120) days of such announcement or event. The County may use any and all legal recourse to pursue restitution from the Company and / or its successors.

ARTICLE V  
RELOCATION AND ASSISTANCE GRANT ADDITIONAL TERMS AND  
CONDITIONS

As further consideration for the granting of certain relocation and assistance grants to the Company by the County, the Company further agrees that it shall abide by the Federal Immigration and Control Act of 1986 and all subsequent amendments thereto (collectively the "Act"). To that end, the Company agrees as follows:

- 1) The Company shall provide to Rowan County an annual certification, as of the time the Company first claims the Grant and each year it claims an installment or carryforward of the Grant, that the Company has implemented measures necessary to be in compliance with the Act and does not knowingly employ any unauthorized alien at the Facility; and
- 2) If the Company fails to implement measures necessary to be in compliance with the Act or knowingly employs an unauthorized alien at the Facility, and if upon learning of such event, fails to cure such matter within sixty (60) days from learning of such, then the Grant shall expire and the Company may not take any remaining installment or carryforward of the Grant.

ARTICLE VI  
REPRESENTATIONS, WARRANTIES AND COVENENANTS - COMPANY

The Company represents, warrants and covenants to the County, as applicable, as of the date of this Agreement that:

- 1) Standing. The Company is a company duly organized and existing and in good standing under the laws of the State of North Carolina.
- 2) Authority. The Company has the corporate power and authority to own its properties and assets, to carry on its business as it is now being conducted and to execute and perform this Agreement.
- 3) Enforceability. This Agreement is the legal, valid and binding agreement of the Company enforceable against the Company in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium or similar state or federal laws, in effect from time to time, which affect the enforcement of creditors' rights generally.
- 4) No Violations. This agreement does not violate the charter documents or bylaws of the Company or any provisions of any indenture, agreement or other instrument to which the Company is a party.
- 5) No Conflicts. This agreement does not conflict with, result in a breach of or constitute an event of default under (or an event which, with notice or lapse of time, or both, would constitute an event of default under) any indenture, agreement or other instrument to which the Company is a party.
- 6) Certifications. The Company shall be solely responsible for providing certifications of expenditures and jobs to the appropriate County officer at the time of filing the request for the annual Grant

ARTICLE VII  
REPRESENTATIONS, WARRANTIES AND COVENANTS - COUNTY

The County represents, warrants and covenants to the Company, as applicable, as of the date of this Agreement that:

- 1) The County (a) has full power and authority to enter into this Agreement and to enter into and carry out the transactions contemplated by this Agreement (b) by proper action has duly authorized the execution and delivery of this Agreement; and (c) is not in default under any provisions of this Agreement.
- 2) The County has duly authorized, executed, and delivered this Agreement, and this Agreement constitutes the County's legal, valid, and binding obligation, enforceable in accordance with its terms.
- 3) There is no litigation or proceeding pending or threatened against the County or affecting it which would adversely affect the validity of this Agreement.
- 4) The County is not in default under any provision of State law which would affect its existence or its powers as referred to in subsection (1).
- 5) To the best of the County's knowledge, no officer or official of the County has any interest (financial, employment, or other) in the Company or the transactions contemplated by this Agreement.
- 6) With respect to this Agreement, the County has complied fully with all requirements of N.C. General Statute 158-7.1 *et seq.*

ARTICLE VIII  
GENERAL PROVISIONS

- 1) Governing Law. This Agreement shall be governed and construed under the laws of the State of North Carolina, notwithstanding any rules concerning application of the laws of another state or jurisdiction.
- 2) Assignment. This Agreement shall not be assignable by either party without the prior written consent of the other party, except that Company may assign this Agreement to a parent, subsidiary or affiliate as a part of any corporate restructuring.
- 3) Entire Agreement. This Agreement, and its attachments, constitute the entire agreement of the parties, and may not be contradicted by any prior or contemporaneous communications of any kind. This Agreement may only be modified by a written instrument that is signed by an authorized representative of each party.
- 4) Breach. In the event of a breach of this Agreement, the non-breaching party shall provide written notice of the breach to the breaching party, and the party in breach shall have thirty (30) days from the date of notice of the breach to cure its performance under this Agreement.

- 5) Waiver. Nothing in this Agreement shall constitute a waiver of any rights that the Company may have to appeal or otherwise contest any listing, appraisal or assessment that the County may make relative to the Properties.
- 6) Force Majeure. Any delay in the performance of any duties or obligations of either party hereunder (the "Delayed Party") shall not be considered a breach of this Agreement and the time required for performance shall be extended for a period equal to the lesser of (a) the period of such delay or (b) 24 months, provided that such delay has been caused by or is the result of any acts of God; acts of the public enemy; insurrections; riots; embargoes; labor disputes, including strikes, lockouts, job actions, or boycotts; shortages of materials or energy; fires; explosions; floods; changes in laws governing international trades; or other unforeseeable causes beyond the control and without the fault or negligence of the Delayed Party. The Delayed Party shall give prompt notice to the other party of such cause, and shall take whatever reasonable steps are necessary to relieve of such cause as promptly as possible. No such event shall excuse the payment of any sums due and payable hereunder on the due date thereof except any payment due upon the occurrence of any act or event for which delayed performance is excused as provided above.
- 7) Notices. All notices required or allowed by this Agreement shall be delivered in person, by overnight courier service (such as Federal Express), by certified mail, return receipt requested, postage prepaid, secure electronic transfers or by fax with written confirmation of receipt (with a copy sent by one of the other methods specified herein), addressed to the party or person to whom notice is to be given at the following addresses:

To County: Rowan County Manager  
130 West Innes Street  
Salisbury, NC 28144  
Phone: (704) 216-8180  
Facsimile: (704) 216-8195

With Copy (which does not constitute notice to):  
Rowan County Attorney  
130 West Innes Street  
Salisbury, NC 28144  
Phone: (704) 216-8198  
Facsimile: (704) 216-8195

To Company: Name and Contact Information

To Company Regarding Payment of Grant, also include:  
Contact for the Grants

With Copy (which does not constitute notice to):  
If requested by the Company

Notice shall be deemed to have been given with respect to overnight carrier or certified mail, one (1) day after deposit with such carrier and as to facsimile, on date of transmission, provided additional service is made. The addresses may be changed by giving written notice as provided herein: provided, however, that unless and until such written notice is actually received, the last address stated herein shall be deemed to continue in effect for all purposes hereunder.

[Signature page follows]

DRAFT



IN WITNESS WHEREOF, the County and the Company have caused this Agreement to be executed in quadruplicate originals, in their respective names, by persons duly authorized by proper authority, and have sealed the same as of the day and year first above written.

PROJECT FINISHING

By: \_\_\_\_\_  
Title: \_\_\_\_\_

[Corporate Seal]

ATTEST:

\_\_\_\_\_  
Name \_\_\_\_\_ (Seal)

ROWAN COUNTY, NORTH CAROLINA

\_\_\_\_\_  
Gregory C. Edds, Chairman  
Rowan County Board of Commissioners

[Corporate Seal]

ATTEST:

\_\_\_\_\_  
Carolyn Barger  
Clerk to the Board of Commissioners

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Anna Bumgarner.  
Rowan County Finance Director

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
John Dees II  
County Attorney

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Aaron Poplin  
**DATE:** 7/22/2022  
**SUBJECT:** SNIA 04-22: Finney Builders

---

Planning Staff received a Special Non-Residential Intensity Allocation (SNIA) request from Finney Builders to construct an addition to the race shop at 9275 W NC 152 HWY. Approving this request would allow the project to exceed the administrative allowance of 12% built-upon area (e.g. buildings, pavement, gravel) limitation requirement of the Coddle Creek watershed and allow up to seventy (70) percent built-upon area for the project. A total of 10% of the watershed acres may be removed from the 12% limitation and permit up to 70% coverage.

Approve / Deny / Table **SNIA 04-22**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Staff Report	7/22/2022	Cover Memo
Site Plan	7/22/2022	Cover Memo
application	7/22/2022	Cover Memo

**MEMORANDUM**

TO: Rowan County Board of Commissioners  
FROM: Aaron Poplin, Planner  
DATE: July 22, 2022  
RE: **SNIA 04-22**

**BOARD OF COMMISSIONERS ACTION**

☐ Receive staff report ☐ Approve / Deny / Table **SNIA 04-22**

**REQUEST**

Planning Staff received a Special Non-Residential Intensity Allocation (SNIA) request from Finney Builders to construct an addition to the race shop at 9275 W NC 152 HWY. Approving this request would allow the project to exceed the administrative allowance of 12% built-upon area (e.g. buildings, pavement, gravel) limitation requirement of the Coddle Creek watershed and allow up to seventy (70) percent built-upon area for the project. A total of 10% of the watershed acres may be removed from the 12% limitation and permit up to 70% coverage.

Applicant: Finney Builders  
Location: 9275 W NC 152 HWY  
Zoning: CBI  
Watershed: WS II BW (Coddle Creek)

Property Owner: Lucien Wilkins Jr  
Tax Parcel: 230 024  
Purpose: Race Shop

**BACKGROUND**

The race shop originally existed as a home occupation built in 2001. In 2018 it was rezoned from RA to CBI with Z 05-18. During the rezoning process it was brought up that operational area was already over the 12% built-upon area allowed in the Coddle Creek watershed. This being the case it was outlined in the report that any expansion of operational area would require an SNIA permit. The property was sold in 2020 and while the use remains the same the new owners are looking to expand.

## **STAFF CALCULATIONS**

- Total lot area (less r/w): **1.96 AC**
- Current total built upon area: **32,256**
- Proposed structure size: **7,500 sq.ft.**
- Proposed other improvements: **31,362 sq.ft.**
- Total coverage after development: **38,862 sq.ft. (45.5%)**
- Allowable coverage by right: **10,245 sq.ft. (12%)**
- Coddle Creek Watershed Acreage Total: **11,947 AC**
- Acres approved for SNIA: **160.67 AC out of possible 1,194.7 AC**
- Percentage removed from 10% allocation total: **13.5%**

## **STAFF COMMENTS**

- Most of the other businesses in the area are in the industrial parks off Wilkinson Rd and Shinn Farm Rd. and have received SNIA permits.
- The Board can include reasonable and appropriate conditions of approval to the request.





Rowan County Department of  
Planning & Development  
402 N. Main Street Ste 204  
Salisbury, NC 28144  
Phone (704) 216-8588  
Fax (704) 638-3130  
www.rowancountync.gov

Case # SNIA-04-22  
Date Filed 7/15/22  
Received By Asm  
Amount Paid 100

Office Use Only

**SPECIAL NON-RESIDENTIAL INTENSITY ALLOCATION**

**OWNERSHIP INFORMATION:**

Name: LUCIEN S. WILKINS JR  
Signature: [Signature]  
Phone: 704-360-4129 Email: SANDY WILKINS @ HOTMAIL .COM  
Address: 9275 W NC 152 Hwy  
MOORESVILLE, NC 28115

**APPLICANT / AGENT INFORMATION:**

Name: Finney Builders / Andrew Finney  
Signature: [Signature]  
Phone: 704-791-5728 Email: Drew@finneybuilders.com  
Address: 1198 Gateway Drive Mooresville NC 28115

**PROPERTY DETAILS:**

Tax Parcel: 230 024 Zoning District: IND  
Location: 9275 W NC 152 Hwy Mooresville NC 28115  
Size (sq. ft. or acres): 1.96 acres Watershed: \_\_\_\_\_  
Current Land Use: Race Shop

List the current or proposed use of the property and a general description of what will be constructed under this application:

Current use is a race shop, the addition  
will be used as additional space for current building.

Will there be *land disturbing activity* (grading of natural vegetation) of one acre or more of land area because of the construction on the property? Yes ☐ No ☒

Structures: Existing 5000 + 1655 sq.ft. Proposed 2500 sq.ft.

Other Impervious Coverage: Existing 24655 sq.ft. Proposed ~~36537~~ sq.ft.

Remaining Undeveloped Area: 48,841 sq.ft. 57 % of Property 11,882

Storage of toxic and/or hazardous material: Yes ☐ No ☒

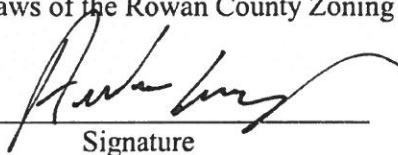
If Yes, a spill containment plan must submitted with application.

SITE PLAN:

Applicant must attach a site plan depicting information listed in Section 21-33 (2) and 21-52.


Attached: Yes ☒ No ☐

I certify that the information provided in this application is correct and true to the information of the proposed development, and I am the owner, partner, officer of a corporation, or agent duly authorized to make this application and fully understand and agree to comply with all applicable laws of the Rowan County Zoning Ordinance.

  
Signature

7-15-2022  
Date of Application

OFFICIAL USE ONLY

1. Signature of Coordinator:  2. Board of Commissioners Meeting: 8/1/22 3. Board of Commissioners Action: Approved ☐ Denied ☐ 4. Date Applicant Notified:    /    /



## STAFF CHECKLIST

### Watershed Protection Permit Plan Checklist

Application for Watershed Protection Permits shall be accompanied by plans in duplicate and drawn to scale showing the following:

(a) Location of Project.

✓ Identify the appropriate classification. WS-II-BW, WS-III-BW, WS-IV-PA  
       Project included within an SNIA Overlay Area.

(b) Lot Dimensions.

✓ Actual dimensions and acreage of the lot to be built upon and the  
✓ location of any right of ways that may affect development on the lot.  
       Average lot size (in square feet).

(c) Built Upon Area.

✓ The accurate location and use of all existing and proposed buildings  
and other structures and location and size, in square feet, of all built-upon  
✓ areas including parking and loading facilities.  
       The percent of the project that will be covered with an impervious  
surface.  
✓ The area, in acres, to be left natural

(d) Streams / Rivers.

N/A The accurate location of all perennial streams and natural drainage  
areas on the property on the site plan.

(e) Buffers.

N/A The location of all required buffer areas shown on a site plan.

Lot size less r/w & esmts.		Other coverage	
Allowable coverage by right		Total coverage	
Allowable coverage with 70%		Undisturbed acreage	
Existing coverage		Watershed acres	
Pre-1994 coverage		Acres approved for SNIA	
Building size		Percentage Removed	

Checked By: Adam P. Smith Date: 7/15/22

Comments: \_\_\_\_\_



**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Randy J. Cress, Assistant County Manager / CIO  
**DATE:** July 26, 2022  
**SUBJECT:** Update on Development Review Process

---

Provide an update to the Board of Commissioners on current status and updates in the development review process as it relates to Planning and Development, Building Inspections, Environmental Health and Fire Inspections Division of Emergency Management.

No board action is requested.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Commissioner Craig Pierce  
**DATE:** July 26, 2022  
**SUBJECT:** Authorize Study For Early Retirement Incentive

---

Actuarial study to determine cost if the County were to offer a 60-day window for early retirement incentive with the following parameters:

- Thirty years of local government service as recognized by the North Carolina Local Government Retirement System; and
- twenty consecutive years of service with Rowan County; and
- No age requirement

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Anna Bumgarner, Finance Director  
**DATE:** 08/01/2022  
**SUBJECT:** Budget Amendments

---

Please see attached budget amendments.

Please approve attached budget amendments.

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Budget Amendments	7/25/2022	Budget Amendment
Budget Amendment	7/25/2022	Cover Memo
Budget Amendment	7/25/2022	Cover Memo
Budget Amendment	7/28/2022	Cover Memo

## ROWAN COUNTY

## DEPARTMENTAL REQUEST FOR BUDGET ACTION

TO: ROWAN COUNTY BOARD OF COMMISSIONERS

FROM: FINANCE

EXPLANATION IN DETAIL:

To appropriate fund balance and expenditures for fiscal year 2022  
General Fund encumbrances

BUDGET INFORMATION:

[illegible]

## Account Inquiry [Rowan County]

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## Account

Fund 1010 ... GEN FD  
 Org 1154520 ... TRANST EXP  
 Object 575035 ... C/A-VEHICL  
 Project ...

Acct 1010-45-4500-4500-0000-000-5-575035-  
 Acct name C/A - VEHICLES  
 Type Expense  
 Rollup ...   
 Sub-Rollup ...

Account Notes

MultiYr Fund

EXP

4 YEAR COMPARISON

GAAP W/CARRY FORWARD

HISTORY

4 YEAR GRAPH

HISTORY GRAPH

Yr/Per 2022/13

Original Budget

Transfers In

Transfers Out

Revised Budget

Actual (Memo)

Encumbrances

Requisitions

Available

Percent used

Fiscal Year 2022

Fiscal Year 2021

Fiscal Year 2020

Fiscal Year 2023

677,935.00

196,831.00

.00

874,766.00

833.41

833.41

.00

873,099.18

.19

196,993.00

.00

.00

196,993.00

162.00

.00

196,831.00

.08

64,781.00

304,453.00

.00

369,234.00

305,507.00

.00

63,727.00

82.74

217,831.00

592,943.00

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810,774.00

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810,774.00

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592,943.00 +

677,635.00 -

84,692.00 \*

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Display detail information for current account.



# Account Inquiry [Rowan County]

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Output



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Excel



Word



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Schedule



Attach



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Account

Fund 1010 ... GEN FD  
 Org 1144520 ... TRANST REV  
 Object 434119 ... CTP CAP GT  
 Project ...

Acct 1010-45-4500-4500-4520-0000-000-4-434119-  
 Acct name DOT CTP CAPITAL GRANT  
 Type Revenue  
 Rollup ...   
 Sub-Rollup ...   
☐ MultiYr Fund

Account Notes

4 YEAR COMPARISON HISTORY 4 YEAR GRAPH HISTORY GRAPH

	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	-592,200.00	-172,147.00	-56,610.00	-190,368.00
Transfers In	-172,147.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	-764,347.00	-172,147.00	-56,610.00	-190,368.00
Actual (Memo)	.00	.00	-266,913.00	.00
Encumbrances	.00	.00	.00	.00
Acquisitions	.00			.00
Available	-764,347.00	-172,147.00	210,303.00	-190,368.00
Percent used	.00	.00	471.49	.00

# FY22 Replacement Vehicle Capital

\*\*\*Vehicle have met useful life threshold of 100,000 miles

Qty	Description	Price Per Vehicle	Total	Federal 80 %	State 10%	Local 10%	Local Covered Only
5	20' Light Transit Vehicle w/wheelchair lift (2 wheelchair stations)	\$ 65,000.00	\$ 325,000.00	\$ 260,000.00	\$ 32,500.00	\$ 32,500.00	
5	Raised Roof Van w/lift (2 to 3 wheelchair stations)	\$ 65,500.00	\$ 327,500.00	\$ 262,000.00	\$ 32,750.00	\$ 32,750.00	
10	Vehicle Lettering & Logos	\$ 550.00	\$ 5,500.00	\$ 4,400.00	\$ 550.00	\$ 550.00	
Grant Totals			\$ 658,000.00	\$ 526,400.00	\$ 65,800.00	\$ 65,800.00	
<b>Taxes and Tags</b>							
5	3% Sales Tax (\$65,000 x .03)	\$ 1,950.00	\$ 9,750.00				\$ 9,750.00
5	3% Sales Tax (\$65,500 x .03)	\$ 1,965.00	\$ 9,825.00				\$ 9,825.00
10	Permanent Plates	\$ 6.00	\$ 60.00				\$ 60.00
Total							\$ 19,635.00

## For FY22 Budget Season

1144520-434119	DOT Capital	\$	592,200.00	Federal and State Portion
General Fund??	Revenue to bal	\$	85,435.00	Local Portion plus Taxes and Tags
1154520-575035	C/A-Vehicles	\$	677,635.00	Total Capital Expenses

# FY23 Replacement Vehicle Capital

Qty	Description	Price Per Vehicle	Total	Federal 80 %	State 10%	Local 10%	Local Covered Only
1	20' Light Transit Vehicle w/wheelchair lift (2 wheelchair stations)	\$ 69,550.00	\$ 69,550.00	\$ 55,640.00	\$ 6,955.00	\$ 6,955.00	
2	Raised Roof Van w/lift (2 to 3 wheelchair stations)	\$ 70,085.00	\$ 140,170.00	\$ 112,136.00	\$ 14,017.00	\$ 14,017.00	
3	Vehicle Lettering & Logos	\$ 600.00	\$ 1,800.00	\$ 1,440.00	\$ 180.00	\$ 180.00	
Grant Total			\$ 211,520.00	\$ 169,216.00	\$ 21,152.00	\$ 21,152.00	
<b>Taxes and Tags</b>							
1	3% Sales Tax (\$69,550 x .03)	\$ 2,087.00	\$ 2,087.00				\$ 2,087.00
2	3% Sales Tax (\$70,085 x .03)	\$ 2,103.00	\$ 4,206.00				\$ 4,206.00
3	Permanent Plates	\$ 6.00	\$ 18.00				\$ 18.00
Total			\$ 6,311.00				\$ 6,311.00

## For FY23 Budget Season

1144520-434119	DOT Capital	\$	190,368.00	Federal and State Portion
General Fund??	Revenue to bal	\$	27,463.00	Local Portion plus Taxes and Tags
1154520-575035	C/A-Vehicles	\$	217,831.00	Total Capital Expenses

## GRAND TOTALS FOR FY23 - CAPITAL VEHICLES

1144520-434119	DOT Capital	\$	782,568.00	Federal and State Portion
General Fund??	Revenue to bal	\$	112,898.00	Local Portion plus Taxes and Tags
1154520-575035	C/A-Vehicles	\$	895,466.00	Total Capital Expenses

## DEPARTMENTAL REQUEST FOR BUDGET ACTION

To appropriate fund balance and expenditures for fiscal year 2022  
General Fund encumbrances

[illegible]



**Rowan County**

130 West Innes Street  
 Salisbury, NC 28144  
 (704) 216-8170 Fax (704) 216-8110  
 Fed Tax ID No. 56-6000336

# Purchase Order

Fiscal Year 2022

Page: 1 of: 1

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ROWAN COUNTY FINANCE  
 130 W. INNES STREET  
 SALISBURY, NC 28144  
 Email: [teresa.sharpless@rowancountync.gov](mailto:teresa.sharpless@rowancountync.gov)  
 Phone: 704-216-8170  
 Fax: 704-216-8110

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **22000428**

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT.

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NC DEPT OF TRANSPORTATION  
 NC DEPT OF TRANSPORTATION  
 PUBLIC TRANSPORTATION DIVISION  
 1550 MAIL SERVICE CENTER  
 RALEIGH, NC 27699-1550

**S  
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ROWAN COUNTY FINANCE  
 130 W. INNES STREET  
 SALISBURY, NC 28144  
 Email: [teresa.sharpless@rowancountync.gov](mailto:teresa.sharpless@rowancountync.gov)  
 Phone: 704-216-8170  
 Fax: 704-216-8110

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference		
			537			
Date Ordered	Vendor Number	Date Required	Delivery Destination	Department/Location		
12/03/2021	6310			FINANCE		
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
1	Taxes and Tags for County Vehicles The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading  Registration fees for 2 Environmental Health vehicles and Taxes and Tag fees for new Sheriff Vehicle #2214 Deliver To: ROWAN COUNTY FINANCE 130 W. INNES STREET SALISBURY, NC 28144 Email: <a href="mailto:teresa.sharpless@rowancountync.gov">teresa.sharpless@rowancountync.gov</a> Phone: 704-216-8170 Fax: 704-216-8110		1.0	EACH	\$1,028.31	\$1,028.31

1154410 - 575035

By: Anna R. Bumgarne  
 Director of Purchasing

By: James M. Howden  
 Finance Director

Total Ext. Price \$1,028.31  
 PO Total \$1,028.31

# Account Inquiry [Rowan County]

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- PDF
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- Word
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- Schedule
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and 1010 ... GEN FD  
 rg 1154135 ... COURT EXP  
 bject 533001 ... CONTR SERV  
 roject ...

Acct 1010-41-4135-4135-0000-0000-000-5-533-001-  
 Acct name CONTRACTED SERVICES  
 Type Expense Status Active  
 Rollup  
 Sub-Rollup  
☐ MultiYr Fund

Account Notes

4 YEAR COMPARISON GAAP W/CARRY FORWARD HISTORY 4 YEAR GRAPH HISTORY GRAPH

Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	162,000.00		155,000.00		148,000.00		187,000.00	
Transfers In	15,000.00		.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	177,000.00		155,000.00		148,000.00		187,000.00	
Actual (Memo)	130,707.66		139,628.87		128,487.05		.00	
Encumbrances	31,508.10		.00		.00		.00	
Acquisitions	.00						.00	
Available	14,784.24		15,371.13		19,512.95		187,000.00	
Percent used	91.65		90.08		86.82		.00	

Move \$ for ADA contracts  
 C 22090  
 C 22092



## DEPARTMENTAL REQUEST FOR BUDGET ACTION

Revenue and expenses for ARPA funds for FY22 to FY23

[illegible]

**Rowan County**

130 West Innes Street  
 Salisbury, NC 28144  
 (704) 216-8170 Fax (704) 216-8110  
 Fed Tax ID No. 56-6000336

# Purchase Order

Fiscal Year 2022

Page: 1 of: 1

THIS NUMBER MUST APPEAR ON ALL  
 INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **22000735**

THIS INSTRUMENT HAS BEEN PREAUDITED IN  
 THE MANNER REQUIRED BY THE LOCAL  
 GOVERNMENT BUDGET AND FISCAL  
 CONTROL ACT.

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ROWAN COUNTY FINANCE  
 130 W. INNES STREET  
 SALISBURY, NC 28144  
 Email: [teresa.sharpless@rowancountync.gov](mailto:teresa.sharpless@rowancountync.gov)  
 Phone: 704-216-8170  
 Fax: 704-216-8110

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CDW GOVERNMENT INC  
 CDW GOVERNMENT INC  
 75 REMITTANCE DRIVE  
 SUITE 1515  
 CHICAGO, IL 60675-1515

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ROWAN COUNTY FINANCE  
 130 W. INNES STREET  
 SALISBURY, NC 28144  
 Email: [teresa.sharpless@rowancountync.gov](mailto:teresa.sharpless@rowancountync.gov)  
 Phone: 704-216-8170  
 Fax: 704-216-8110

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference		
800-808-4239			962			
Date Ordered	Vendor Number	Date Required	Delivery Destination	Department/Location		
04/21/2022	3511	04/18/2022		FINANCE		
Item#	Description/PartNo		QTY	UOM	Unit Price	Extended Price
	12 Fujitsu Desktop Scanners The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading					
1	12 Fujitsu Desktop Scanners for DSS Deliver To: ROWAN COUNTY FINANCE 130 W. INNES STREET SALISBURY, NC 28144 Email: <a href="mailto:teresa.sharpless@rowancountync.gov">teresa.sharpless@rowancountync.gov</a> Phone: 704-216-8170 Fax: 704-216-8110		12.0	EACH	\$963.58	\$11,562.96

By: Anna R. Bumgarne  
 Director of Purchasing

By: James M. Harden  
 Finance Director

Total Ext. Price	\$11,562.96
PO Total	\$11,562.96

347



# QUOTE CONFIRMATION



DEAR TONI WINGLER,

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MQGT008	2/22/2022	FUJITSU F17160	0650497	\$12,372.37

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Fujitsu fi-7160 - document scanner - desktop - USB 3.0 Mfg. Part #: PA03670-B085 UNSPSC: 43211711 Contract: National IPA Technology Solutions (2018011-01)	12	5046017	\$963.58	\$11,562.96

<b>PURCHASER BILLING INFO</b>		<b>SUBTOTAL</b>	\$11,562.96
<b>Billing Address:</b> ROWAN COUNTY INFORMATION SYSTEMS ACCTS PAYABLE 130 W INNES ST SALISBURY, NC 28144-4375 <b>Phone:</b> (704) 633-5761 <b>Payment Terms:</b> Net 30 Days-Govt State/Local		<b>SHIPPING</b>	\$0.00
		<b>SALES TAX</b>	\$809.41
		<b>GRAND TOTAL</b>	\$12,372.37
<b>DELIVER TO</b>		<b>Please remit payments to:</b>	
<b>Shipping Address:</b> ROWAN COUNTY INFORMATION SYSTEMS TONI WINGLER 130 W INNES ST SALISBURY, NC 28144-4375 <b>Phone:</b> (704) 633-5761 <b>Shipping Method:</b> UPS Ground (2- 3 Day)		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION			
	Mike Groth	(855) 822-1197	mikegro@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$11,562.96	\$324.80/Month	\$11,562.96	\$371.06/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.

20900-100-576020-018

ARPA?



**NORTH CAROLINA**

*Be an original.*

**Rowan County Purchasing Department**  
130 West Innes Street, Salisbury, NC 28144-4326

[www.rowancountync.gov](http://www.rowancountync.gov)

Telephone 704-216-8100

Fax 704-216-8110

**FEDERAL FUNDS:** If the source of funds for this contract is federal funds, the following federal provisions apply pursuant to 2 C.F.R. § 200.326 and 2 C.F.R. Part 200, Appendix II (as applicable):

Equal Employment Opportunity (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland "Anti-Kickback" Act (40 U.S.C. 3145); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387); Debarment and Suspension (Executive Orders 12549 and 12689); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. § 200.322); and Record Retention Requirements (2 CFR § 200.324)

## Odell, Mitzi C

---

**From:** Bevis, Lisa F  
**Sent:** Monday, July 18, 2022 7:58 AM  
**To:** Odell, Mitzi C  
**Subject:** FW: Scanners for DSS  
**Attachments:** PO22000735.pdf

fyi

**From:** Bumgarner, Anna R <Anna.Bumgarner@rowancountync.gov>  
**Sent:** Sunday, July 17, 2022 8:51 PM  
**To:** Bevis, Lisa F <Lisa.Bevis@rowancountync.gov>  
**Subject:** FW: Scanners for DSS

I have marked this on my open po list.



Anna Bumgarner | Finance Director  
**Rowan County Finance**  
130 W. Innes Street, Salisbury, NC 28144  
[p] 704-216-8174 [c] 980-330-0157 [f] 704-216-8166  
[www.rowancountync.gov/675/Purchasing](http://www.rowancountync.gov/675/Purchasing)  
<https://www.rowancountync.gov/260/Finance>

**From:** Wingler, Toni E <Toni.Wingler@rowancountync.gov>  
**Sent:** Wednesday, July 13, 2022 12:33 PM  
**To:** Bumgarner, Anna R <Anna.Bumgarner@rowancountync.gov>; Johnson, Kelly Y <Kelly.Johnson@rowancountync.gov>  
**Cc:** Ennis, Micah, M. <Micah.Ennis@rowancountync.gov>; Cress, Randy J. <randy.cress@rowancountync.gov>; Crabtree, Justin D. <Justin.Crabtree@rowancountync.gov>; Lowman, Chelsea A <Chelsea.Lowman@rowancountync.gov>  
**Subject:** Scanners for DSS

Good Afternoon Anna,

DSS generated a PO through Teresa Sharpless and sent it to me to convert a quote to order for some scanners. I did this, and some time went by and ultimately I think the vendor failed to execute their order. We've been in contact with the vendor to obtain updates as to the status of this order and they just advised me they should be shipping tomorrow. I believe the PO was generated encumbering funds from a special project line and DSS will need the funds to be rolled over to this fiscal year to pay for them once they are delivered. The PO# that I was given is 22000735 to CDWG. I'll attach the copy I was sent for your reference. Since this wasn't our PO it didn't show on our open list to request it be rolled over. Is it too late to roll this one?



Thanks for any information you may provide.



Toni Wingler | Technology Support Analyst  
Rowan County Information Technology  
130 W. Innes St, Salisbury, NC 28144, Suite 310  
(P) (704) 216-8134  
[www.rowancountync.gov](http://www.rowancountync.gov)

G



C/R to purchase

## DEPARTMENTAL REQUEST FOR BUDGET ACTION

To appropriate fund balance and expenditures for fiscal year 2022

[illegible]

# Account Inquiry [Rowan County]

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Account

Fund 2020 ... EMERG TELE  
 Org 2254215 ... E911 EXP  
 Object 543015 ... R&M-EQUIP  
 Project ...

Acct 2020-42-4200-4330-4215-0000-000-5-543-015-  
 Acct name R&M-EQUIPMENT  
 Type Expense  
 Rollup  
 Sub-Rollup  
☐ MultiYr Fund

Account Notes

4 YEAR COMPARISON GAAP W/CARRY FORWARD HISTORY 4 YEAR GRAPH HISTORY GRAPH

Yr/Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	5,000.00		3,000.00		5,000.00		5,000.00	
Transfers In	6,100.00		126.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	11,100.00		3,126.00		5,000.00		5,000.00	
Actual (Memo)	4,674.08		3,125.14		.00		.00	
Encumbrances	.00		.00		.00		.00	
Acquisitions	.00						.00	
Available	6,425.92		.86		5,000.00		5,000.00	
Percent used	42.11		99.97		.00		.00	

# Account Inquiry [Rowan County]

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Account

Fund 2020 ... EMERG TELE  
 Org 2254215 ... E911 EXP  
 Object 543015 ... R&M-EQUIP  
 Project ...

Acct 2020-42-4200-4330-4215-0000-000-5-543-015-  
 Acct name R&M-EQUIPMENT  
 Type Expense Status Active  
 Rollup ...  
 Sub-Rollup ...  
☐ MultiYr Fund

4 YEAR COMPARISON GAAP W/CARRY FORWARD HISTORY 4 YEAR GRAPH HISTORY GRAPH

Original Budget  
 Transfers In  
 Transfers Out  
 Revised Budget  
 Actual (Memo)  
 Encumbrances  
 Requisitions  
 Available  
 Percent used

	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020	
Original Budget	5,000.00		3,000.00		5,000.00	
Transfers In	6,100.00		126.00		.00	
Transfers Out	.00		.00		.00	
Revised Budget	11,100.00		3,126.00		5,000.00	
Actual (Memo)	4,674.08		3,125.14		.00	
Encumbrances	.00		.00		.00	
Requisitions	.00					
Available	6,425.92		.86		5,000.00	
Percent used	42.11		99.97		.00	

6400-

FY22 → FY23  
 per Terri Powlas 7/22/22  
 Console Repairs

BA6



**Odell, Mitzi C**

---

**From:** Powlas, Terri B.  
**Sent:** Monday, July 18, 2022 2:34 PM  
**To:** Odell, Mitzi C  
**Subject:** money transfer

Good afternoon Mitzi,

Hope all is well.

Ok, Bubba just gave me a quote he had for repairs to our console. I moved 6100 to 2254215 543015 R & M Repairs Equipment. However, we could not get the work done in time for the end of the year. So I am putting in a P.O. to have the work done, but I need that 6100 to do it. Can you roll that 6100 from 2022 to 2023?

Terri

## DEPARTMENTAL REQUEST FOR BUDGET ACTION

[illegible]

## Account Inquiry [Rowan County]



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## Account

Fund 1010 ... GEN FD Acct 1010-42-4243-4330-4330-0000-000-4-434085-43343  
 Org 1144330 ... ESADM REV Acct name HOMELAND SECURITY 2020 GRANT ☐ Account  
 Object 434085 ... HOMEGR Type Revenue Status Active  
 Project 43343 ... 2020 HOMELAND SECUR Rollup Sub-Rollup MultiYr Fund

[4 YEAR COMPARISON](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	-60,000.00	.00	.00	.00
Transfers In	.00	-60,000.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	-60,000.00	-60,000.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	-60,000.00	-60,000.00	.00	.00
Percent used	.00	.00	.00	.00

## Account Inquiry [Rowan County]



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## Account

Fund 1010 ... GEN FD Acct 1010-42-4242-4330-4330-0000-000-5-575035-43343  
 Org 1154330 ... ESADM EXP Acct name C/A - VEHICLES - 2020 HOMELAND Account  
 Object 575035 ... C/A-VEHICL Type Expense Status Active  
 Project 43343 ... 2020 HOMELAND SECUR Rollup  
 Sub-Rollup  
 MultiYr Fund

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	60,000.00	60,000.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	60,000.00	60,000.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	60,000.00	60,000.00	.00	.00
Percent used	.00	.00	.00	.00





# North Carolina Department of Public Safety

## Emergency Management

Roy Cooper, Governor  
Erik A. Hooks, Secretary

Michael A. Sprayberry, Director

### Homeland Security Grant Program (HSGP)

Fiscal Year 2020

AL #: 97.067

Grant#: EMW-2020-SS-00023

### SUBAWARD NOTIFICATION

T.J. Brown  
Rowan County  
2727 Old Concord Rd.  
Salisbury, NC 28146-6319

**Period of Performance:** September 1, 2020 to February 28, 2023  
**Project Title:** Prime Mover  
**Total Amount of Award:** \$60,000.00  
**MOA #:** 2040034

North Carolina Emergency Management (NCEM) is pleased to inform you that the federal Fiscal Year (FY) 2020 Homeland Security Grant Program (HSGP) has been approved for funding. In accordance with the provisions of FY 2020 HSGP award, NCEM hereby awards to the foregoing subrecipient a grant in the amount shown above.

**Payment of funds:** The grant shall be effective upon final approval by NCEM of the grant budget and program narrative and the execution of the forthcoming Memorandum of Agreement. Grant funds will be disbursed (according to the approved project budget) upon receipt of evidence that funds have been invoiced and products received and/or that funds have been expended (i.e., invoices, contracts, itemized expenses, etc.).

**Conditions:** The subrecipient shall understand and agree that funds will only be expended for those projects outlined in the funding amounts as individually listed above. Subrecipient shall also certify the understanding and agreement to comply with the general and fiscal terms and conditions of the grant including special conditions; to comply with provisions of the 2 CFR 200 and all applicable laws governing these funds and all other federal, state and local laws; that all information is correct; that there has been appropriate coordination with affected agencies; that subrecipient is duly authorized to commit the applicant to these requirements; that costs incurred prior to grant application approval will result in the expenses being absorbed by the subrecipient; and that all agencies involved with this project understand that federal funds are limited to the period of performance. Subrecipient must read and sign forthcoming Memorandum of Agreement for acceptance of the award.

**For projects involving construction or the installation of equipment:**

Prior to funds being expended from this award the subrecipient must complete and submit an Environmental Planning and Historical Preservation form to NCEM for approval. On receipt of the approval letter from NCEM the subrecipient may begin to expend grant funds.

**Supplanting:** The subrecipients confirm that sub-grant funds will not be used to supplant or replace local or state funds or other resources that would otherwise have been available for homeland security activities. In compliance with that mandate, the subrecipient will certify that the receipt of federal funds through NCEM shall in no way supplant or replace state or local funds or other resources that would have been made available for homeland security activities.

**GRANT AWARD NOTICE: THIS AWARD IS SUBJECT TO THE GRANT SPECIAL CONDITIONS AND FINAL APPROVAL BY THE DEPARTMENT OF PUBLIC SAFETY, NORTH CAROLINA EMERGENCY MANAGEMENT GRANT PROGRAM BUDGET AND NARRATIVE**



**MAILING ADDRESS**  
4236 Mail Service Center  
Raleigh NC 27699-4236  
[www.readync.org](http://www.readync.org)  
[www.ncdps.gov](http://www.ncdps.gov)

**OFFICE LOCATION**  
1636 Gold Star Drive  
Raleigh, NC 27607-3371  
Telephone: (919) 825-2500  
Fax: (919) 825-2685



North Carolina Department of Public Safety

Emergency Management

Roy Cooper, Governor  
Erik A. Hooks, Secretary

Michael A. Sprayberry, Director

## Homeland Security Grant Program (HSGP)

Fiscal Year 2020

AL #: 97.067

Grant #: EMW-2020-SS-00023

### Memorandum of Agreement (MOA)

between

**Recipient:**

State of North Carolina  
Department of Public Safety  
Emergency Management

**Subrecipient:**

Rowan County  
Tax ID/EIN #: 566000336-A  
Duns #: 074494014

MOA #: 2040034

Award amount: \$60,000.00

**Period of performance:**

September 1, 2020 to February 28, 2023

DPS fund code: 1502-7A38-3H20

**1. Purpose**

The purpose of this Memorandum of Agreement is to establish responsibilities and procedures to implement the terms of the US Department of Homeland Security (DHS) HSGP Grant Program. A copy of the complete Federal grant instructions is available at [www.fema.gov](http://www.fema.gov). This agreement is to set forth terms by which the State of North Carolina, Department of Public Safety, North Carolina Emergency Management (Recipient), shall provide HSGP funding to the Subrecipient to fund projects related to Homeland Security Planning, Operations, Equipment purchases, Training and Exercises. For a more detailed description of the approved Scope of Work, please see Attachment 1.

**2. Program Authorization and Regulations**

This Agreement is authorized under the provisions of (1) Department of Homeland Security Appropriations Act, 2020 (Pub. L. No. 116-93); (2) The 9/11 Commission Act of 2007; (3) Public Law 107-56, (6 U.S.C. § 101 et seq.), the USA Patriot Act of 2001; (4) Public Law 107-296 as amended, the Homeland Security Act of 2002; (5) Public Law 109-295, The Post-Katrina Emergency Management Reform Act of 2006, 6 U.S.C. 752(c); (6) the implementing recommendations or regulations of each Act or Law, if any; (7) the FY 2020 HSGP Notice of Funding Opportunity Announcement (NOFOA) available at [www.fema.gov](http://www.fema.gov) (8) applicable Grants Programs Directorate (GPD) Information Bulletins available at [www.fema.gov](http://www.fema.gov); and (9) the NC Emergency Management Act, Chapter 166A of the North Carolina General Statutes. The funds awarded under this grant must be used in compliance with all applicable state and federal laws to include compliance with N.C.G.S. §§ 143C-6-21, 143C-6-22, 143C-6-23 and 09 NCAC 03M. By accepting this award, the Subrecipient agrees to use these funds in a manner consistent with state laws and regulations.

**3. Projects managed by the Recipient (State) on behalf of Subrecipient (Only)**

By initialing, the Subrecipient requests that the Recipient retains funds effective September 1, 2020. Subrecipient has agreed to receive grant funds from Recipient. Subrecipient desires for the North Carolina Emergency Management or its assigns to conduct activities described in Attachment 1 of this MOA, on its behalf with its allocation of awarded funds through the FY 2020 HSGP. Subrecipient authorizes Recipient to provide the funds to the State of North Carolina, Department of Public Safety, North Carolina Emergency Management or its assigns to conduct Planning, make Equipment Purchases, and conduct Training and Exercise activities to improve prevention, protection, preparedness,

### MENTAL REQUEST FOR BUDGET ACTION

DEPARTMENT HEAD	COUNTY MANAGER	ACCOUNTING USE ONLY
Approved: <u>✓</u>	Approved: _____	Budget Revision # _____
Disapproved: _____	Disapproved: _____	Date Posted: _____
Amended: _____	Amended: _____	Group Number: _____
Date: <u>07/12/2022</u>	Date: _____	Posted by: _____
Signature: <u>[Signature]</u>	Signature: _____	Approved by: _____

ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO

2023 BUDGET YEAR

Key in gray sections only.

Department Name	Health Department				
Position Title	Temporary Public Health Education Specialist				
Hours (per week)	40	Increase		Grade	15
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		

<u>Salary / Benefits</u>		Total Cost	AA466 and <del>AA886</del>		New County Funds Requested
Salary		\$ 46,005.00	\$ 46,005.00	\$ -	\$ -
	\$910 /				
Health Insurance	Mo	10,920.00	10,920.00	-	-
Medicare	1.45%	668.00	668.00	-	-
Retirement	10.21%	4,698.00	4,698.00	-	-
Social Security	6.20%	2,853.00	2,853.00	-	-
Workers Comp (Varies)	0.25%	116.00	116.00	-	-
401(k)	3.00%	1,381.00	1,381.00	-	-
Total Salary / Benefits		66,641.00	66,641.00	-	-
<u>Other Costs</u>					
Desk					-
Chair					-
Side chairs					-
Telephone					-
Computer					-
Bookcase					-
Vehicle					-
Travel					-
Training					-
					-
					-
					-
					-
					-
					-
					-
					-
Total Equipment Costs		-	-	-	-
Total Cost		\$ 66,641.00	\$ 66,641.00	\$ -	\$ -

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## Account

Fund	1010	...	GEN FD	Acct	1010-51-5123-5100-5130-5240-000-5-510005-52432		
Org	1155240	...	HP EXPND	Acct name	SALARIES-REGULAR		
Object	510005	...	SAL-REG	Type	Expense	Status	Active
Project	52432	...	ADVANCING EQUITY GR Rollup	Sub-Rollup			

MultiYr Fund

- 4 YEAR COMPARISON
- GAAP W/CARRY FORWARD
- HISTORY
- 4 YEAR GRAPH
- HISTORY GRAPH

Yr/Per 2022/12	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00		.00		.00		.00	
Transfers In	.00		.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	.00		.00		.00		.00	
Actual (Memo)	.00		.00		.00		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	.00		.00		.00		.00	
Percent used	.00		.00		.00		.00	

increase  
\$46,005.-

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Account

Fund	1010	GEN FD	Acct	1010-51-5123-5100-5130-5240-000-5-520005-52432	
Org	1155240	IHP EXPND	Acct name	HEALTH INSURANCE	
Object	520005	HLTH INSUR	Type	Expense	Status Active
Project	52432	ADVANCING EQUITY GR	Rollup		
			Sub-Rollup		
			MultiYr Fund		

4 YEAR COMPARISON   GAAP W/CARRY FORWARD   HISTORY   4 YEAR GRAPH   HISTORY GRAPH

Yr/Per 2022/12	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00		.00		.00		.00	
Transfers In	.00		.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	.00		.00		.00		.00	
Actual (Memo)	.00		.00		.00		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	.00		.00		.00		.00	
Percent used	.00		.00		.00		.00	

increase  
\$10,920-

# Account Inquiry [Rowan County]



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## Account

Fund 1010 ... GEN FD Acct 1010-51-5123-5100-5130-5240-000-5-520010-52432  
 Org 1155240 ... HP EXPND Acct name MEDICARE TAX ☐ Account Notes  
 Object 520010 ... MEDI TAX Type Expense Status Active  
 Project 52432 ... ADVANCING EQUITY GR Rollup  
 Sub-Rollup  
 MultiYr Fund

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/12	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	.00	.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	.00	.00	.00	.00
Percent used	.00	.00	.00	.00

increase \$663-

# Account Inquiry [Rowan County]



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## Account

Fund 1010 GEN FD Acct 1010-51-5123-5100-5130-5240-000-5-520015-52432  
 Org 1155240 HP EXPND Acct name RETIREMENT ☐ Account Notes  
 Object 520015 RETIREMENT Type Expense Status Active  
 Project 52432 ADVANCING EQUITY GR Rollup  
 Sub-Rollup  
 MultiYr Fund

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/12	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	.00	.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00	.00	.00	.00
Available	.00	.00	.00	.00
Percent used	.00	.00	.00	.00

Increase  
\$4,698-



# Account Inquiry [Rowan County]



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## Account

Fund	1010	... GEN FD	Acct	1010-51-5123-5100-5130-5240-000-5-520020-52432		
Org	1155240	... IHP EXPND	Acct name	SOCIAL SECURITY TAX		
Object	520020	... SS TAX	Type	Expense	Status	Active
Project	52432	... ADVANCING EQUITY GR Rollup	Sub-Rollup			
MultiYr Fund						

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
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[HISTORY GRAPH](#)

Yr/Per 2022/12	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	.00	.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	.00	.00	.00	.00
Percent used	.00	.00	.00	.00

increase  
\$2,853.

# Account Inquiry {Rowan County}



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## Account

Fund	1010	...	GEN FD	Acct	1010-51-5123-5100-5130-5240-000-5-520025-52432		
Org	1155240	...	HP EXPND	Acct name	WORKERS COMPENSATION		
Object	520025	...	WKER COMP	Type	Expense	Status	Active
Project	52432	...	ADVANCING EQUITY GR Rollup	Sub-Rollup			
				MultiYr Fund			

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
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[HISTORY GRAPH](#)

Yr/Per 2022/12	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	.00	.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00	.00	.00	.00
Available	.00	.00	.00	.00
Percent used	.00	.00	.00	.00

increase  
\$ 116.7

# Account Inquiry [Rowan County]



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## Account

Fund	1010	... GEN FD	Acct	1010-51-5123-5100-5130-5240-000-5-520030-52432	
Org	1155240	... HP EXPND	Acct name	401(K) CONTRIBUTIONS	
Object	S20030	... 401K CONTR	Type	Expense	Status Active
Project	52432	... ADVANCING EQUITY GR	Rollup		
		Sub-Rollup			
		MultiYr Fund			

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/12	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023
Original Budget	.00		.00		.00		.00
Transfers In	.00		.00		.00		.00
Transfers Out	.00		.00		.00		.00
Revised Budget	.00		.00		.00		.00
Actual (Memo)	.00		.00		.00		.00
Encumbrances	.00		.00		.00		.00
Requisitions	.00						.00
Available	.00		.00		.00		.00
Percent used	.00		.00		.00		.00

Increase  
 \$1,381-

# Account Inquiry [Rowan County]



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## Account

Fund	1010	...	GEN FD	Acct	1010-51-5123-5100-5130-5240-000-5-582009-52432		
Org	1155240	...	HP EXPND	Acct name	MEETING/TRAINING FOOD		
Object	582009	...	MTG FOOD	Type	Expense	Status	Active
Project	52432	...	ADVANCING EQUITY GR Rollup	Sub-Rollup			
				MultiYr Fund			

☐ Account Notes

[4 YEAR COMPARISON](#)
[GAAP W/CARRY FORWARD](#)
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[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/12	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	2,000.00
Transfers In	3,600.00	.00	.00	.00
Transfers Out	-3,429.00	.00	.00	.00
Revised Budget	171.00	.00	.00	2,000.00
Actual (Memo)	170.59	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	.41	.00	.00	2,000.00
Percent used	99.76	.00	.00	.00

decrease \$661.41

# Division of Public Health Agreement Addendum FY 22-23

Page 1 of 6

Rowan County Public Health  
Local Health Department Legal Name

466 Advancing Equity  
Activity Number and Description

06/01/2022 – 05/31/2023  
Service Period

07/01/2022 – 06/30/2023  
Payment Period

☒ Original Agreement Addendum  
☐ Agreement Addendum Revision # \_\_\_\_\_

Chronic Disease and Injury Section  
DPH Section / Branch Name

Karen Stanley, 919-707-5230  
Karen.Klein.Stanley@dhhs.nc.gov  
DPH Program Contact  
(name, phone number, and email)

DPH Program Signature Date  
(only required for a negotiable Agreement Addendum)

## I. Background:

Historically Marginalized Populations (HMPs) are “individuals, groups and communities that have been denied access to services, resources and power relationships across economic, political, and cultural dimensions as a result of systemic, durable and persistent racism, discrimination, and other forms of oppression.”<sup>1</sup> HMPs are “often identified based on their race, ethnicity, social-economic status, geography, religion, language, sexual identity and disability status.”<sup>1</sup> COVID-19 (a disease caused by the SARS-CoV-2 virus) has disproportionately affected HMPs placing them at higher risk of exposure, infection, hospitalization, and mortality. Additionally, HMPs have disproportionately higher rates of chronic diseases that increase the risk of serious complications from COVID-19 infection.

An estimated 64.7% of people in North Carolina have one of the underlying health conditions included in the CDC’s guidance on people at high risk for a severe illness from COVID-19. These underlying health conditions include chronic lung disease, cardiovascular disease, obesity, diabetes, kidney disease, liver disease, and immunosuppressive conditions and disorders, including cancer treatment, smoking, and other immune disorders. Additionally, underlying health conditions are often caused or exacerbated by social and environmental factors that lead to poorer health outcomes and behaviors, often referred to as social determinants of health (SDOH). Research shows that up to 70% of a person’s overall health is driven by these other social and environmental factors, and the behavior influenced by them.<sup>2</sup> Prominent SDOH include housing, food, and financial insecurity. Overall, 13.6% of North Carolina’s population

<sup>1</sup> North Carolina Department of Health and Human Services. “Historically Marginalized Populations Engagement Toolkit for Healthcare Systems and Providers.” <https://www.ncminorityhealth.org/documents/Provider-HMP-EngagementToolkit-Web.pdf>.

<sup>2</sup> Schroeder, S. “We Can Do Better—Improve the Health of the American People,” The New England Journal of Medicine, Sept. 2007 357:1221-1228. <https://www.nejm.org/doi/full/10.1056/nejmsa073350>

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

02/08/2022  
Date

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

LHD program contact name: Courtney Meece  
Phone and email address: (704) 216-8818 Courtney.meece@rowancountync.gov

Signature on this page signifies you have read and accepted all pages of this document. Template rev. August 2021

5. With assistance from the internal LHD equity work group, **implement at least two policy, practice, and/or systems changes as identified in the Organizational Equity Plan produced under the FY21-22 Agreement Addendum.**
6. Maintain membership in an Equity Advisory Council (EAC), meeting at least quarterly, and seek guidance from the EAC on internal and external operations in support of equity. Membership on the Council should include representation from historically marginalized populations (HMPs) that live in the LHD's service area, such as African Americans, Latinos/Hispanics, American Indians from state-recognized tribes, Asian Americans, LGBTQ+ persons, individuals of low socioeconomic status, and persons with disabilities. (Available resources to guide engagement such as the HMP Engagement Toolkit can be found at <https://www.ncminorityhealth.org/documents/Provider-HMP-EngagementToolkit-Web.pdf>.)
7. With guidance from the EAC and other community stakeholders, **implement at least two of the following community-based policy, environmental change, and/or program strategies as part of the SFY 2022-23 Advancing Equity action plan. Implementation of these strategies must support the prevention of COVID-19 and/or support mitigation of the impacts of COVID-19 on HMPs.**
  - a. Establish reentry programs to link or refer people to housing and/or care services once released from incarceration and provide housing and/or care service referrals, focusing on individuals with substance use disorder and at higher risk of COVID-19.
  - b. Develop a comprehensive, community-level, programs and services document/resource/database addressing at least one social determinant of health (SDOH) that exacerbates COVID-19 disparities and ensures local resources are shared and integrated with the NC Resource Platform as part of NCCARE360.
  - c. For an LHD in a service area that includes a NC Medicaid Health Opportunities Pilot, implement a policy and/or environmental change in partnership with the NC Medicaid Healthy Opportunities Pilot that addresses at least one of the SDOH to prevent and/or mitigate the impacts of COVID-19 on HMPs.
  - d. In order to reduce the impacts of COVID-19 (and the impacts of future pandemics and disasters) on communities of higher social vulnerability (as defined according to CDC's Social Vulnerability Index), work with partners from HMPs to increase healthy food access through community-based policy, environmental change, and/or programmatic interventions, including but not limited to strategies in the list below. For strategies not on this list, prior written approval must be obtained from your State Program Consultant.
    1. Completion of community food security assessments to measure strengths and weaknesses of the local food system
    2. Establishment of SNAP EBT and/or incentive programs at local farmers' markets and/or other produce venues
    3. Establishment of healthy food box and/or healthy food prescription programs
    4. Implementation of Healthy Food Retailer initiatives
    5. Establishment of policies supporting the availability of healthy food options at food pantries
    6. Increase and/or enhance distribution networks supporting local, healthy foods. This includes supporting storage, packaging and/or distribution of healthy food products to HMPs

6. Number of environmental changes enacted that improve walkability or increase walking safety for individuals at higher risk of COVID-19.
7. Number of Quitline referral agreements established with providers serving HMPs.

## 2. Reporting Requirements

Complete the following reports via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>. All of the due dates for these reports are posted on the Smartsheet dashboard.

- a. **Advancing Equity action plan:** Upload the Advancing Equity action plan via the Smartsheet dashboard by June 15, 2022
- b. **Designated Staff Contact Information:** Upload the contact information for the designated staff to Smartsheet by September 30, 2022. If any changes occur in designated staff, updated contact information shall be uploaded to Smartsheet within 30 days of the staff change.
- c. **Monthly Financial Reports:** These monthly financial reports will report on the prior month, with the due dates posted on the Smartsheet dashboard. The first financial report is about June 2022 and is due by July 22, 2022.
- d. **Periodic Performance Reports:** These periodic reports will detail the prior period's progress on implementing the Agreement Addendum's required activities. The due dates will be posted on the Smartsheet dashboard. The first report is about June 2022 activities and is due by July 15, 2022. The periods for these reports are defined as:
  - June 2022
  - July - September 2022
  - October – December 2022
  - January – March 2023
  - April – May 2023

## V. Performance Monitoring and Quality Assurance:

The Advancing Equity State Program Consultant monitors the Local Health Department and its progress on its action plan by review of the progress reports, and on conference calls to review progress towards completion of the action plan activities. DPH shall maintain contact via site visits, email, telephone, or videoconference to monitor programmatic and fiscal performance.

If deficiencies in performance are identified, DPH shall notify the Local Health Department immediately via email or telephone and if needed, it will be communicated that a corrective action plan is required. Failure to comply with the requirements in the resulting corrective action may result in a decrease in funding or removal from consideration for future funding.

## 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

52 Jones		0	\$0.00	0	0
53 Lee		0	\$0.00	0	0
54 Lenoir	* 0	67,980	\$0.00	67,980	67,980
55 Lincoln		0	\$0.00	0	0
56 Macon	* 0	67,980	\$0.00	67,980	67,980
57 Madison	* 0	67,980	\$0.00	67,980	67,980
D4 M-T-W	* 0	203,940	\$0.00	203,940	203,940
60 Mecklenburg		0	\$0.00	0	0
62 Montgomery	* 0	67,980	\$0.00	67,980	67,980
63 Moore		0	\$0.00	0	0
64 Nash	* 0	67,980	\$0.00	67,980	67,980
65 New Hanover	* 0	67,980	\$0.00	67,980	67,980
66 Northampton	* 0	67,980	\$0.00	67,980	67,980
67 Onslow	* 0	67,980	\$0.00	67,980	67,980
68 Orange	* 0	67,980	\$0.00	67,980	67,980
69 Pamlico		0	\$0.00	0	0
71 Pender	* 0	67,980	\$0.00	67,980	67,980
73 Person	* 0	67,980	\$0.00	67,980	67,980
74 Pitt	* 0	67,980	\$0.00	67,980	67,980
75 Polk	* 0	67,980	\$0.00	67,980	67,980
76 Randolph		0	\$0.00	0	0
77 Richmond	* 0	67,980	\$0.00	67,980	67,980
78 Robeson	* 0	67,980	\$0.00	67,980	67,980
79 Rockingham	* 0	67,980	\$0.00	67,980	67,980
80 Rowan	* 0	67,980	\$0.00	67,980	67,980
82 Sampson	* 0	67,980	\$0.00	67,980	67,980
83 Scotland	* 0	67,980	\$0.00	67,980	67,980
84 Stanly		0	\$0.00	0	0
85 Stokes		0	\$0.00	0	0
86 Surry		0	\$0.00	0	0
87 Swain	* 0	67,980	\$0.00	67,980	67,980
D6 Toe River	* 0	203,940	\$0.00	203,940	203,940
88 Transylvania	* 0	67,980	\$0.00	67,980	67,980
90 Union	* 0	67,980	\$0.00	67,980	67,980
92 Wake		0	\$0.00	0	0
93 Warren	* 0	67,980	\$0.00	67,980	67,980
96 Wayne		0	\$0.00	0	0
97 Wilkes		0	\$0.00	0	0
98 Wilson		0	\$0.00	0	0
99 Yadkin		0	\$0.00	0	0
Totals		4,826,580	0	4,826,580	4,826,580

Sign and Date - DPH Program Administrator <i>Karen Stanley</i> 12/1/2021	Sign and Date - DPH Section Chief <i>Joyce Wood</i> 12/1/2021
Sign and Date - DPH Central Office - ATC Coordinator 12/1/2021 <i>Leah Pugh</i>	Sign and Date - DPH Budget Officer <i>S. Randle</i> 12/1/2021



FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 466 Advancing Equity

FAS Nbr + Reason: 1 This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 93.391 Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Regulatory Crisis IDC rate: n/a

FAIN: NH750T000028

Is award R&D?: NO

Fed awd's total amt: \$ 39,638,025

Fed award project description: NCAs: National Initiative to Address COVID-19 Health Disparities Among Populations at High-Risk and Underserved, Including Racial and Ethnic Minority Populations and Rural Communities

Fed awd date + awarding agency: 05-28-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Jackson	X7YWWY6ZP574	019728518	\$ 67,980	\$ 67,980
Johnston	5YGAGEFDHYR7	097599104		
Jones	HE3NNNUE27M7	095116935		
Lee	F6A8UC99JWJ5	067439703		
Lenoir	QKUF137VPGH6	042789748	\$ 67,980	\$ 67,980
Lincoln	UGGQGS5K8GJ5	086869336		
Macon	LLPJBC6N2LL3	070626825	\$ 67,980	\$ 67,980
Madison	YQ96F8BJVTJ9	831052873	\$ 67,980	\$ 67,980
MTW	EZ15XL68MM68	087204173	\$ 203,940	\$ 203,940
Mecklenburg	E78ZAJM38FL3	074498353		
Montgomery	HFNSK95F57Z8	025384603	\$ 67,980	\$ 67,980
Moore	ZKK5GNNRNB8Y6	050988146		
Nash	NFS8K566HQM7	050425677	\$ 67,980	\$ 67,980
New Hanover	F7TLT2GMEJE1	040029563	\$ 67,980	\$ 67,980
Northampton	CRA2KCAL8BA4	097594477	\$ 67,980	\$ 67,980
Onslow	EGE7NBXW5J56	172663270	\$ 67,980	\$ 67,980
Orange	JL7PLQJA2PE3	139209659	\$ 67,980	\$ 67,980
Pamlico	FT59QFEAU344	097600456		
Pender	T118E678U9P5	100955413	\$ 67,980	\$ 67,980
Person	FQ8LFJGMA8J4	091563718	\$ 67,980	\$ 67,980
Pitt	VZNPMLFT5R6	080889694	\$ 67,980	\$ 67,980
Polk	QZ6BZPGLX4Y9	079067930	\$ 67,980	\$ 67,980
Randolph	T3BUM1CV59N5	027873132		
Richmond	Q63FZNTJH3M4	070621339	\$ 67,980	\$ 67,980
Robeson	LKBEJQFLAAK5	082367871	\$ 67,980	\$ 67,980
Rockingham	KGCCCHJZZ43	077847143	\$ 67,980	\$ 67,980
Rowan	GCB7UCV96NW6	074494014	\$ 67,980	\$ 67,980
Sampson	WRT9CSK1KJY5	825573975	\$ 67,980	\$ 67,980
Scotland	FNVTUCQGCHM5	091564146	\$ 67,980	\$ 67,980
Stanly	U86MZUYPL7C5	131060829		
Stokes	W41TRA3NUN51	085442705		
Surry	FMWCTM24C9J8	077821858		
Swain	TAE3M92L4QR4	146437553	\$ 67,980	\$ 67,980
Toe River	JUA6GAUQ9UM1	113345201	\$ 203,940	\$ 203,940
Transylvania	W51VGHGM8945	030494215	\$ 67,980	\$ 67,980
Union	LHMKBD4AGRJ5	079051637	\$ 67,980	\$ 67,980
Wake	FTJ2WJPLW4J3	019625961		
Warren	TLNAU5CNHSU5	030239953	\$ 67,980	\$ 67,980
Wayne	DACFHCLQKMS1	040036170		
Wilkes	M14KKHY2NNR3	067439950		
Wilson	ME2DJHMYWGS5	075585695		
Yadkin	PLCDT7JFA8B1	089910624		



ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO

2023 BUDGET YEAR

Key in gray sections only

Department Name	Health - WIC BFPC				
Position Title	Nutritionist III				
Hours (per week)		Increase	\$ 524.00	Grade	
Position Title, Salary, Grade - confirmed with Human Resources:			Yes	No	

Salary / Benefits		Total Cost	Federal / State Reimbursement	Other Revenue	New County Funds Requested
Salary		\$ 404.00	\$ -	\$ -	\$ 404.00
Health Insurance	\$910 / Mo		-	-	-
Medicare	1.45%	6.00	-	-	10.00
Retirement	10.21%	42.00	-	-	50.00
Social Security	6.20%	26.00	-	-	30.00
Workers Comp (Varies)	2.30%	10.00	-	-	10.00
401(k)	3.00%	13.00	-	-	20.00
Total Salary / Benefits		501.00	-	-	524.00
<b>Other Costs</b>					
Desk		-	-	-	-
Chair		-	-	-	-
Side chairs		-	-	-	-
Telephone		-	-	-	-
Computer		-	-	-	-
Bookcase		-	-	-	-
Vehicle		-	-	-	-
Travel		-	-	-	-
Training		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
Total Equipment Costs		-	-	-	-
Total Cost		\$ 501.00	\$ -	\$ -	\$ 524.00



# Division of Public Health Agreement Addendum FY 22-23

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Rowan County Public Health

Local Health Department Legal Name

415 Breastfeeding Peer Counselor Program

Activity Number and Description

06/01/2022 – 05/31/2023

Service Period

07/01/2022 – 06/30/2023

Payment Period

☒ Original Agreement Addendum

☐ Agreement Addendum Revision # \_\_\_\_\_

Women's and Children's Health Section /  
Nutrition Services Branch

DPH Section / Branch Name

Meena Ahuja, (919) 707-5793

meena.ahuja@dhhs.nc.gov

DPH Program Contact

(name, phone number, and email)

DPH Program Signature

(only required for a negotiable Agreement Addendum)

Date

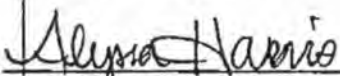
I.

## Background:

Exclusive breastfeeding is the normative standard for infant and child nutrition. It is universally endorsed by the world's health and scientific community as the standard way to feed infants and children. Breastfeeding provides immediate and lifelong nutrition and health benefits for both mother and child, as well as larger economic, environmental, and social benefits to families and communities.

The Healthy People 2030 objectives launched by the U.S. Department of Health and Human Services, while general in nature, has target areas where action must be taken. The North Carolina WIC Program has proceeded in accordance with the Healthy People 2030 objectives and has the goal to increase and sustain the proportion of North Carolina infants who are breastfed exclusively through age 6 months to 42.4% and who are breastfed at 1 year to 54.1%. Currently, North Carolina fails to meet the objectives in the areas of breastfeeding exclusivity and duration. Breastfeeding promotion and support are required components of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Program. The North Carolina WIC Program strives to increase the incidence and duration of breastfeeding among women enrolled in the Program. One of the most effective methods for supporting breastfeeding is the implementation and maintenance of the Breastfeeding Peer Counselor Program.

North Carolina receives special funding from the United States Department of Agriculture (USDA) to build and sustain Breastfeeding Peer Counselor Programs in the local health departments. WIC Program Funding for the Breastfeeding Peer Counselor Program is allocated through the USDA, Special Supplemental Nutrition Program for WIC, Award NC700705, 7 CFR 246, CFDA 10.557.



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

05/04/2022

Date

LHD to complete:

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

LHD program contact name:

Phone and email address:

Shanelle Wilkey

704-216-8835

shanelle.wilkey@rowancountync.gov

Signature on this page signifies you have read and accepted all pages of this document. Template rev. August 2021

**II. Purpose:**

The Breastfeeding Peer Counselor Program is to increase breastfeeding initiation and duration among women participating in the Local Health Department WIC Program through enrollment in mother-to-mother peer breastfeeding support and education.

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

The Local Health Department shall:

**Implementation**

1. Implement a Breastfeeding Peer Counselor Program in accordance with policy and procedures outlined in the North Carolina WIC Program Manual available at <https://www.nutritionnc.com/wic/crossroads.htm#wicmanual>.

Breastfeeding Peer Counselor Program services are delivered to women enrolled in the Breastfeeding Peer Counselor Program and the Local Health Department WIC Program. According to the Centers for Disease Control and Prevention's Guide to Strategies to Support Breastfeeding Mothers and Babies, critical factors for successful Breastfeeding Peer Counselor Programs include:

- a. Leadership and support from management staff
- b. Standardized and timely initial and ongoing training
- c. Access to designated breastfeeding experts within the Local Health Department, and
- d. Community partnerships for making and receiving referrals.

**Staffing**

2. Designate one staff member to serve as the Peer Counselor Program Manager who will allocate time to manage the implementation and maintenance of the Breastfeeding Peer Counselor Program.
3. Designate one staff member per clinic to serve as the WIC Designated Breastfeeding Expert who will provide support to WIC pregnant and breastfeeding women experiencing complex breastfeeding problems outside the scope of the Peer Counselor.
4. Hire one full-time equivalent Peer Counselor per 1,000 pregnant and breastfeeding participants served by the Local Health Department.
  - a. Peer Counselors are mothers who have personal breastfeeding experience, qualified by having breastfed at least one child, a minimum of six weeks and are trained by the North Carolina WIC Program to provide information, encouragement, and support to pregnant and breastfeeding women.
  - b. Peer Counselors provide the required contacts (defined in Paragraphs 8 and 9 below) during the prenatal and postpartum periods when new mothers are vulnerable to the early cessation of breastfeeding. This mother-to-mother support is an essential component to assuring the success of a breastfeeding promotion and support program.

**Training**

5. Ensure that all its Peer Counselors successfully complete *WIC Breastfeeding Support* Level 1 and Level 2 for Peer Counselors and Peer Counselor Care Plan Training prior to providing Breastfeeding Peer Counselor Program services.
6. Ensure that its Peer Counselor Program Manager and Peer Counselors participate in all required Peer Counselor Program Quarterly Continuing Education training sponsored by the North Carolina WIC Program.



7. Ensure that its Peer Counselor Program Manager successfully completes Levels 1, 2, and 3 of the *WIC Breastfeeding Support* course or Level I of the *WIC Breastfeeding Support* course, and completes the North Carolina Lactation Educator Training Program and the Peer Counselor Program Managers' Training within one year from the date of assuming the role.

**Breastfeeding Peer Counselor Program Contacts**

8. Ensure that all pregnant and breastfeeding women enrolled in the WIC Program are offered the opportunity to enroll in the Breastfeeding Peer Counselor Program.
9. Ensure that each pregnant woman enrolled in the WIC Program is contacted by the Peer Counselor within 30 calendar days of requesting to receive the Breastfeeding Peer Counselor Program services and again two weeks prior to each pregnant woman's expected delivery date.
10. Ensure that breastfeeding women requesting Breastfeeding Peer Counselor Program services are contacted by the Peer Counselor five times during the first four weeks postpartum.
11. Each month, ensure that the Peer Counselor Program Manager is monitoring the caseload of pregnant and breastfeeding women participating in the Breastfeeding Peer Counselor Program and tracking the number of contacts made.
12. Ensure that Peer Counselors operate within their scope of practice as defined in the North Carolina WIC Program Manual and make timely referrals for complex breastfeeding problems to the Local Health Department's WIC Designated Breastfeeding Expert.

**Assurance of Civil Rights Compliance**

13. Comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189) as implemented by Department of Justice regulations at (28 CFR Parts 35 and 36); Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000), all provisions required by the implementing regulations of the U.S. Department of Agriculture (7 CFR Part 15 et seq); and FNS directives and guidelines to the effect that no person shall, on the ground of race, color, national origin, age, sex, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which Federal financial assistance is received for the administration of the WIC Program; and hereby gives assurances that it will immediately take measures necessary to effectuate this agreement.

By providing this assurance, the Local Health Department agrees to compile data, maintain records and submit records and reports as requested by the North Carolina WIC Program to permit effective enforcement of the nondiscrimination laws, and to permit the North Carolina WIC Program personnel during normal working hours to review and copy such records, books and accounts, access such facilities, and interview such personnel as needed to ascertain compliance with the non-discrimination laws. If there are any violations of this assurance, the North Carolina WIC Program shall have the right to seek judicial enforcement of this assurance.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration, or at a consideration that is reduced for the purpose of assisting the

recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for the purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreement made in this assurance.

**Nondiscrimination Statement**

14. To be in compliance with the USDA requirements, include the following nondiscrimination statement—with exact language—on all notifications and administrative forms that relate to program eligibility and certification:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. (The URL for the USDA Program Discrimination Complaint Form is <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>. The URL for information about how to file a complaint is <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint>.) To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: US Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

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

**1. Performance Measures:**

- a. Increase the number of pregnant and breastfeeding women enrolled as participants in the Breastfeeding Peer Counselor Program.
- b. Ensure pregnant and breastfeeding women enrolled in the Breastfeeding Peer Counseling Program receive the required number of contacts.



## 2. Reporting Requirements:

- a. Utilizing the Monthly Breastfeeding Activities Report that is available in Crossroads, document the number of pregnant and breastfeeding women enrolled in the Local Health Department's Breastfeeding Peer Counselor Program and the number of contacts by location (i.e., local WIC agency, home visit, hospital visit, telephone, text, email, social media, videoconference.) each month in the Breastfeeding Counselor Monthly Report (available at <https://www.nutritionnc.com/wic/wicLAR.htm>). Maintain documentation of each month's Breastfeeding Peer Counselor Monthly Report and make this documentation available for review upon request and during the biennial comprehensive monitoring visit.
- b. Peer Counselors must document all prenatal and postpartum contacts and attempted contacts in Crossroads within 72 hours.
- c. Maintain documentation of the training received by the Peer Counselor Program Manager and Peer Counselors, and make this documentation available for review upon request and during the biennial comprehensive monitoring visit.
- d. Maintain accurate monthly breastfeeding participation data in Crossroads by recording any changes to participant breastfeeding status during routine clinical visits.

## V. Performance Monitoring and Quality Assurance:

1. The North Carolina WIC Program staff uses the Crossroads software system to track participation of pregnant and breastfeeding women who are eligible for Breastfeeding Peer Counselor Program services. Monthly participation reports are prepared, analyzed, and distributed to Local WIC Directors and Local Health Directors for evaluation and to inform trend analysis.
2. According to federal regulations, the North Carolina WIC Program is required to conduct a comprehensive monitoring visit of each WIC agency every other year. If areas of concern are found, the WIC agency is required to write a corrective action plan, which is reviewed and approved by the North Carolina WIC Program staff who monitored the WIC agency.
3. North Carolina WIC Program staff shall follow up on the implementation of any corrective action plan within six months of the initial monitoring visit. To close the corrective action plan, North Carolina WIC Program staff will follow up to verify the full implementation of the corrective action plan. If the Local Health Department is deemed out of compliance, North Carolina WIC Program staff shall provide technical assistance, and funds may be withheld until the Local Health Department is back in compliance with deliverables.
4. In the year between the North Carolina WIC Program's comprehensive monitoring visits, the Local Health Department's local WIC agency shall conduct a comprehensive self-assessment. If areas of concern are found, the WIC agency shall develop a corrective action plan. This plan is reviewed and approved by North Carolina WIC Program staff, and later assessed to ensure full implementation.

## 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. The Local Health Department is required to follow the requirements for use of funds consistent with Breastfeeding Peer Counselor Program's fiscal policy outlined in the North Carolina WIC Program Manual. This policy should be referenced when determining allowable costs for this program.
  3. The Local Health Department shall develop a process for monitoring spending in an effort to avoid lapsing funds. At the discretion of the North Carolina WIC Program, voluntary recovery of unspent funds may be requested to support increased availability of future year Breastfeeding Peer Counselor Program allocation funds.
  4. The Local Health Department is required to utilize grant funding in sequential order. All 570E funding must be expended and drawn first, followed by 570F and then 570G. The timeframes for expending/obligating funds, known as the service period, as well as the final reconciliation date of each grant is defined below:

<u>Priority</u>	<u>RCC Code</u>	<u>Service Period</u>	<u>Final Reconciliation Date</u>
1	570E	June 1, 2022 – September 30, 2022	November 30, 2022
2	570F	June 1, 2022 – May 31, 2023	June 30, 2023
3	570G	June 1, 2022 – May 31, 2023	June 30, 2023

FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 415

Breastfeeding Peer Counselor Program

FAS Nbr + Reason: 1

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 10.557

Special Supplemental Nutrition Program for Women, Infants and Children

IDC rate: n/a

FAIN: 205NC707W5003

Is award R&D?: NO

Fed awd's total amt: \$ 2,929,109

Fed award project description: Women, Infants & Children (2 Year)

Fed awd date + awarding agency: 02-25-20 USDA, Food and Nutrition Service

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Alamance	MBM7W225N3W8	965194483	\$ 7,541	\$ 64,080
Albemarle	WAAVS51PNMK3	130537822	\$ 4,851	\$ 41,220
Alexander	XVEEJSNY7UX9	030495105	\$ 2,354	\$ 20,000
Anson	PK8UYTSNJCC3	847163029	\$ 2,354	\$ 20,000
Appalachian	CD7BFH8W539	780131541	\$ 2,563	\$ 21,780
Beaufort	RN1SXF04LXN6	091567776	\$ 2,354	\$ 20,000
Bladen	TLCTJWDJH1H9	084171628	\$ 2,354	\$ 20,000
Brunswick	MJBMXLN9NJT5	091571349	\$ 4,343	\$ 36,900
Buncombe	W5TCDKMLHE69	879203560	\$ 9,226	\$ 78,390
Burke	G855APCNL591	883321205	\$ 3,739	\$ 31,770
Cabarrus	RXDXNEJKJFU7	143408289	\$ 7,340	\$ 62,370
Caldwell	HL4FGNJNGE97	948113402	\$ 3,389	\$ 28,800
Carteret	UC6WJ2MQMJS8	058735804	\$ 2,354	\$ 20,000
Caswell	JDJ7Y7CGYC86	077846053	\$ 2,354	\$ 20,000
Catawba	GYUNA9W1NFM1	083677138	\$ 6,090	\$ 51,750
Chatham	KE57QE2GV5F1	131356607	\$ -	\$ -
Cherokee	DCEGK6HA11M5	130705072	\$ 2,354	\$ 20,000
Clay	HYKLQVNWLXK7	145058231	\$ 2,354	\$ 20,000
Cleveland	UWMUYMPVL483	879924850	\$ 5,603	\$ 47,610
Columbus	V1UAJ4L87WQ7	040040016	\$ 3,294	\$ 27,990
Craven	LT22U8LZQ214	091564294	\$ 4,586	\$ 38,970
Cumberland	HALND8WJ3GW4	123914376	\$ 19,118	\$ 162,450
Dare	ELV6JGB11QK6	082358631	\$ 2,354	\$ 20,000
Davidson	C9P5MDJC7KY7	077839744	\$ 7,065	\$ 60,030
Davie	L8WBGLHZV239	076526651	\$ 2,354	\$ 20,000
Duplin	KZN4GK5262K3	095124798	\$ 4,247	\$ 36,090
Durham	LJ5BA6U2HLM7	088564075	\$ -	\$ -
Edgecombe	MAN4LX44AD17	093125375	\$ 2,354	\$ 20,000
Foothills	NGTEF2MQ8LL4	782359004	\$ 4,470	\$ 37,980
Forsyth	V6BGVQ67YPY5	105316439	\$ 17,434	\$ 148,140
Franklin	FFKTRQCNN143	084168632	\$ 2,354	\$ 20,000
Gaston	QKY9R8A8D5J6	071062186	\$ 7,361	\$ 62,550
Graham	L8MAVKQJTYN7	020952383	\$ 2,354	\$ 20,000
Granville-Vance	MGQJJK22EJB3	063347626	\$ 5,126	\$ 43,560
Greene	VCU5LD71N9U3	091564591	\$ 2,354	\$ 20,000
Guilford	YBEQWGFJPMJ3	071563613	\$ 26,787	\$ 227,610
Halifax	MRL8MYNJ3Y5	014305957	\$ 2,354	\$ 20,000
Harnett	JBD0D9V418X7	091565986	\$ 5,709	\$ 48,510
Haywood	DQHZEVAV95G5	070620232	\$ 2,354	\$ 20,000
Henderson	TG5AR81JLFQ5	085021470	\$ 3,400	\$ 28,890
Hoke	X9C3V658CUM4	091563643	\$ 3,156	\$ 26,820
Hyde	T2RSYN36NN64	832526243	\$ 2,354	\$ 20,000
Iredell	XTNRLKJLA4S9	074504507	\$ 4,788	\$ 40,680

FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 415

Breastfeeding Peer Counselor Program

FAS Nbr + Reason: 1

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 10.557

Special Supplemental Nutrition Program for Women, Infants and Children IDC rate: n/a

FAIN: 205NC707W5003

Is award R&D?: NO

Fed awd's total amt: \$ 2,929,109

Fed award project description: Women, Infants & Children (2 Year)

Fed awd date + awarding agency: 02-25-20 USDA, Food and Nutrition Service

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Jackson	X7YVWY6ZP574	019728518	\$ 2,354	\$ 20,000
Johnston	SYGAGEFDHYR7	097599104	\$ 7,298	\$ 62,010
Jones	HE3NNNUE27M7	095116935	\$ 2,354	\$ 20,000
Lee	F6A8UC99JWJ5	067439703	\$ 2,500	\$ 21,240
Lenoir	QKUFL37VPGH6	042789748	\$ 2,923	\$ 24,840
Lincoln	UGGQGS5KBGJ5	086869336	\$ 2,354	\$ 20,000
Macon	LLPJBC6N2LL3	070626825	\$ 2,354	\$ 20,000
Madison	YQ96F8BJYTJ9	831052873	\$ 2,354	\$ 20,000
MTW	EZ15XL6BMM68	087204173	\$ 2,354	\$ 20,000
Mecklenburg	E78ZAJM3BFL3	074498353	\$ 41,308	\$ 351,000
Montgomery	HFNSK95FS7Z8	025384603	\$ 2,354	\$ 20,000
Moore	ZKK5GNRNB8V6	050988146	\$ 2,500	\$ 21,240
Nash	NF58K566HQM7	050425677	\$ 4,025	\$ 34,200
New Hanover	F7TLT2GMEJE1	040829563	\$ 8,696	\$ 73,890
Northampton	CRA2KCAL8BA4	097594477	\$ 2,354	\$ 20,000
Onslow	EGE7NBXW5JS6	172663270	\$ 12,912	\$ 109,710
Orange	JL7PLQJA2PE3	139209659	\$ -	\$ -
Pamlico	FT59QFEAU344	097600456	\$ 2,354	\$ 20,000
Pender	T11BE678U9P5	100955413	\$ 2,354	\$ 20,000
Person	FQ8LFJGMABJ4	091563718	\$ 2,354	\$ 20,000
Pitt	VZNPMLFT5R6	080889694	\$ 8,696	\$ 73,890
Polk	QZ6BZPGLX4Y9	079067930	\$ 2,354	\$ 20,000
Randolph	T3BUM1CVS9N5	027873132	\$ 5,878	\$ 49,950
Richmond	Q63FZNTJM3M4	070621339	\$ 3,495	\$ 29,700
Robeson	LKBEJQFLAAK5	082367871	\$ 6,758	\$ 57,420
Rockingham	KGCCCHJZZ43	077847143	\$ 3,591	\$ 30,510
Rowan	GCB7UCV96NW6	074494014	\$ 4,406	\$ 37,440
Sampson	WRT9CSK1KJY5	825573975	\$ 2,976	\$ 25,290
Scotland	FNVTCUQGCHM5	091564146	\$ 2,354	\$ 20,000
Stanly	U86MZUYPL7C5	131060829	\$ 3,040	\$ 25,830
Stokes	W41TRA3NUNS1	085442705	\$ 2,354	\$ 20,000
Surry	FMWCTM24C9J8	077821858	\$ 2,354	\$ 20,000
Swain	TAE3M92L4QR4	146437553	\$ 2,354	\$ 20,000
Toe River	JUA6GAUQ9UM1	113345201	\$ 2,354	\$ 20,000
Transylvania	W51VGHGM8945	030494215	\$ 2,354	\$ 20,000
Union	LHMKBD4AGRJ5	079051637	\$ 6,133	\$ 52,110
Wake	FTJ2WJPLWMJ3	019625961	\$ 39,804	\$ 338,220
Warren	TLNAU5CNHSU5	030239953	\$ 2,354	\$ 20,000
Wayne	DACFHCLQKMS1	040036170	\$ 8,654	\$ 73,530
Wilkes	M14KKHY2NNR3	067439950	\$ 2,489	\$ 21,150
Wilson	ME2DJHMYWG55	075585695	\$ 3,601	\$ 30,600
Yadkin	PLCDT7JFA8B1	089910624	\$ 2,354	\$ 20,000



FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 415

Breastfeeding Peer Counselor Program

FAS Nbr + Reason: 2

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 10.557

Special Supplemental Nutrition Program for Women, Infants and Children

IDC rate: n/a

FAIN: 215NC707W5003

Is award R&D?: NO

Fed awd's total amt: \$ 3,507,349

Fed award project description: Women, Infants & Children (2 Year)

Fed awd date + awarding agency: 02-19-21 USDA, Food and Nutrition Service

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Alamance	MBM7W225N3W8	965194483	\$ 20,396	\$ 64,080
Albemarle	WAAVS51PNMK3	130537822	\$ 13,120	\$ 41,220
Alexander	XVEEJSNY7UX9	030495105	\$ 6,366	\$ 20,000
Anson	PK8UYTSNJCC3	847163029	\$ 6,366	\$ 20,000
Appalachian	CD7BFH8W539	780131541	\$ 6,932	\$ 21,780
Beaufort	RN15XFD4LXN6	091567776	\$ 6,366	\$ 20,000
Bladen	TLCTJWDJH1H9	084171628	\$ 6,366	\$ 20,000
Brunswick	MJBMXLN9NJT5	091571349	\$ 11,745	\$ 36,900
Buncombe	WSTCDKMLHE69	879203560	\$ 24,951	\$ 78,390
Burke	G855APCNL591	883321205	\$ 10,112	\$ 31,770
Cabarrus	RXDXNEJKJFU7	143408289	\$ 19,852	\$ 62,370
Caldwell	HL4FGNJNGE97	948113402	\$ 9,167	\$ 28,800
Carteret	UC6WJ2MQMJS8	058735804	\$ 6,366	\$ 20,000
Caswell	JDJ7Y7CGYC86	077846053	\$ 6,366	\$ 20,000
Catawba	GYUNA9W1NFM1	083677138	\$ 16,472	\$ 51,750
Chatham	KE57QE2GV5F1	131356607	\$ -	\$ -
Cherokee	DCEGK6HA11M5	130705072	\$ 6,366	\$ 20,000
Clay	HYKLQVNWLXK7	145058231	\$ 6,366	\$ 20,000
Cleveland	UWMUYMPVL483	879924850	\$ 15,154	\$ 47,610
Columbus	V1UAJ4L87WQ7	040040016	\$ 8,909	\$ 27,990
Craven	LT22U8LZQ214	091564294	\$ 12,404	\$ 38,970
Cumberland	HALND8WJ3GW4	123914376	\$ 51,706	\$ 162,450
Dare	ELV6JGB11QK6	082358631	\$ 6,366	\$ 20,000
Davidson	C9P5MDJC7KY7	077839744	\$ 19,107	\$ 60,030
Davie	L8WBGLHZV239	076526651	\$ 6,366	\$ 20,000
Duplin	KZN4GK5262K3	095124798	\$ 11,487	\$ 36,090
Durham	LJ5BA6U2HLM7	088564075	\$ -	\$ -
Edgecombe	MAN4LX44AD17	093125375	\$ 6,366	\$ 20,000
Foothills	NGTEF2MQ8LL4	782359004	\$ 12,089	\$ 37,980
Forsyth	V6BGVQ67YPY5	105316439	\$ 47,152	\$ 148,140
Franklin	FFKTRQCNN143	084168632	\$ 6,366	\$ 20,000
Gaston	QKY9R8A8D5J6	071062186	\$ 19,909	\$ 62,550
Graham	L8MAVKQJTYN7	020952383	\$ 6,366	\$ 20,000
Granville-Vance	MGQJJK22EJB3	063347626	\$ 13,865	\$ 43,560
Greene	VCU5LD71N9U3	091564591	\$ 6,366	\$ 20,000
Guilford	YBEQWGFJPMJ3	071563613	\$ 72,446	\$ 227,610
Halifax	MRL8MYNJ3Y5	014305957	\$ 6,366	\$ 20,000
Harnett	JBD9V41BX7	091565986	\$ 15,440	\$ 48,510
Haywood	DQHZEVAV95G5	070620232	\$ 6,366	\$ 20,000
Henderson	TG5AR81JLFQ5	085021470	\$ 9,195	\$ 28,890
Hoke	X9C3V658CUM4	091563643	\$ 8,537	\$ 26,820
Hyde	T2RSYN36NN64	832526243	\$ 6,366	\$ 20,000
Iredell	XTNRLKJLA4S9	074504507	\$ 12,948	\$ 40,680

FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 415

Breastfeeding Peer Counselor Program

FAS Nbr + Reason: 2

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 10.557

Special Supplemental Nutrition Program for Women, Infants and Children IDC rate: n/a

FAIN: 215NC707W5003

Is award R&D?: NO

Fed awd's total amt: \$ 3,507,349

Fed award project description: Women, infants & Children (2 Year)

Fed awd date + awarding agency: 02-19-21 USDA, Food and Nutrition Service

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Jackson	X7YWWY6ZP574	019728518	\$ 6,366	\$ 20,000
Johnston	SYGAGEFDHYR7	097599104	\$ 19,737	\$ 62,010
Jones	HE3NNNUE27M7	095116935	\$ 6,366	\$ 20,000
Lee	F6A8UC99JWJ5	067439703	\$ 6,761	\$ 21,240
Lenoir	QKUF137VPGH6	042789748	\$ 7,906	\$ 24,840
Lincoln	UGGQGS5K8GJ5	086869336	\$ 6,366	\$ 20,000
Macon	LLPJBC6N2LL3	070626825	\$ 6,366	\$ 20,000
Madison	YQ96F8BJYTJ9	831052873	\$ 6,366	\$ 20,000
MTW	EZ15XL6BMM68	087204173	\$ 6,366	\$ 20,000
Mecklenburg	E78ZAJM3BFL3	074498353	\$ 111,720	\$ 351,000
Montgomery	HFNSK95F57Z8	025384603	\$ 6,366	\$ 20,000
Moore	ZKK5GNRNBBY6	050988146	\$ 6,761	\$ 21,240
Nash	NF58K566HQM7	050425677	\$ 10,886	\$ 34,200
New Hanover	F7TLT2GMEJE1	040029563	\$ 23,519	\$ 73,890
Northampton	CRA2KCAL8BA4	097594477	\$ 6,366	\$ 20,000
Onslow	EGE7NBXW5J56	172663270	\$ 34,920	\$ 109,710
Orange	JL7PLQJA2PE3	139209659	\$ -	\$ -
Pamlico	FT59QFEAU344	097600456	\$ 6,366	\$ 20,000
Pender	T11BE678U9P5	100955413	\$ 6,366	\$ 20,000
Person	FQ8LFJGMA8J4	091563718	\$ 6,366	\$ 20,000
Pitt	VZNPMLFT5R6	080889694	\$ 23,519	\$ 73,890
Polk	QZ6BZPGLX4Y9	079067930	\$ 6,366	\$ 20,000
Randolph	T3BUM1CV59N5	027873132	\$ 15,899	\$ 49,950
Richmond	Q63FZNTJM3M4	070621339	\$ 9,453	\$ 29,700
Robeson	LKBEJQFLAAK5	082367871	\$ 18,276	\$ 57,420
Rockingham	KGCCCHJZZ43	077847143	\$ 9,711	\$ 30,510
Rowan	GCB7UCV96NW6	074494014	\$ 11,917	\$ 37,440
Sampson	WRT9CSK1KJY5	825573975	\$ 8,050	\$ 25,290
Scotland	FNVTUCQGCHM5	091564146	\$ 6,366	\$ 20,000
Stanly	U86MZUYPL7C5	131060829	\$ 8,221	\$ 25,830
Stokes	W41TRA3NUNS1	085442705	\$ 6,366	\$ 20,000
Surry	FMNCTM24C9J8	077821858	\$ 6,366	\$ 20,000
Swain	TAE3M92L4QR4	146437553	\$ 6,366	\$ 20,000
Toe River	JUA6GAUQ9UM1	113345201	\$ 6,366	\$ 20,000
Transylvania	WS1VGHGM8945	030494215	\$ 6,366	\$ 20,000
Union	LHMKBD4AGRJ5	079051637	\$ 16,586	\$ 52,110
Wake	FTJ2WJPLWMD3	019625961	\$ 107,653	\$ 338,220
Warren	TLNAU5CNHSU5	030239953	\$ 6,366	\$ 20,000
Wayne	DACFHCLQKMS1	040036170	\$ 23,404	\$ 73,530
Wilkes	M14KKHY2NNR3	067439950	\$ 6,732	\$ 21,150
Wilson	ME2DJHMYWGS5	075585695	\$ 9,740	\$ 30,600
Yadkin	PLCDT7JFAB81	089910624	\$ 6,366	\$ 20,000



**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **415**

**Breastfeeding Peer Counselor Program**

FAS Nbr + Reason: **3**

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: **10.557**

Special Supplemental Nutrition Program for Women, Infants and Children

IDC rate: n/a

FAIN: **225NC707WS003**

Is award R&D?: **NO**

Fed awd's total amt: \$ **3,731,890**

Fed award project description: **Women, Infants & Children (2 Year)**

Fed awd date + awarding agency: **04-07-22 USDA, Food and Nutrition Service**

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Alamance	MBM7W225N3W8	965194483	\$ 36,143	\$ 64,080
Albemarle	WAAVS51PNMK3	130537822	\$ 23,249	\$ 41,220
Alexander	XVEEJSNY7UX9	030495105	\$ 11,280	\$ 20,000
Anson	PK8UYTSNJCC3	847163029	\$ 11,280	\$ 20,000
Appalachian	CD7BFHB8WS39	780131541	\$ 12,285	\$ 21,780
Beaufort	RN1SXF04LXN6	091567776	\$ 11,280	\$ 20,000
Bladen	TLCTJWDJH1H9	084171628	\$ 11,280	\$ 20,000
Brunswick	MJBMXLN9NJT5	091571349	\$ 20,812	\$ 36,900
Buncombe	W5TCDKMLHE69	879203560	\$ 44,213	\$ 78,390
Burke	G855APCNL591	883321205	\$ 17,919	\$ 31,770
Cabarrus	RXDNEJCKJFU7	143408289	\$ 35,178	\$ 62,370
Caldwell	HL4FGNJNGE97	948113402	\$ 16,244	\$ 28,800
Carteret	UC6WJ2MQMJS8	058735804	\$ 11,280	\$ 20,000
Caswell	JDJ7Y7CGYC86	077846053	\$ 11,280	\$ 20,000
Catawba	GYUNA9W1NFM1	083677138	\$ 29,188	\$ 51,750
Chatham	KE57QE2GV5F1	131356607	\$ -	\$ -
Cherokee	DCEGK6HA11M5	130705072	\$ 11,280	\$ 20,000
Clay	HYKLQVNWXLK7	145058231	\$ 11,280	\$ 20,000
Cleveland	UWMUYMPVL483	879924850	\$ 26,853	\$ 47,610
Columbus	V1UAJ4L87WQ7	040040016	\$ 15,787	\$ 27,990
Craven	LTZ2U8LZQ214	091564294	\$ 21,980	\$ 38,970
Cumberland	HALND8WJ3GW4	123914376	\$ 91,626	\$ 162,450
Dare	ELV6JGB11QK6	082358631	\$ 11,280	\$ 20,000
Davidson	C9P5MDJC7KY7	077839744	\$ 33,858	\$ 60,030
Davie	L8WBGHLH2V239	076526651	\$ 11,280	\$ 20,000
Duplin	K2N4GK5262K3	095124798	\$ 20,356	\$ 36,090
Durham	LJ5BA6U2HLM7	088564075	\$ -	\$ -
Edgecombe	MAN4LX44AD17	093125375	\$ 11,280	\$ 20,000
Foothills	NGTEF2MQ8LL4	782359004	\$ 21,421	\$ 37,980
Forsyth	V6BGVQ67YPY5	105316439	\$ 83,554	\$ 148,140
Franklin	FFKTRQCNN143	084168632	\$ 11,280	\$ 20,000
Gaston	QKY9R8A8D5J6	071062186	\$ 35,280	\$ 62,550
Graham	L8MAVKQJTYN7	020952383	\$ 11,280	\$ 20,000
Granville-Vance	MGQJJK22EJ83	063347626	\$ 24,569	\$ 43,560
Greene	VCU5LD71N9U3	091564591	\$ 11,280	\$ 20,000
Guilford	YBEQWGFJPMJ3	071563613	\$ 128,377	\$ 227,610
Halifax	MRL8MYNJ3Y5	014305957	\$ 11,280	\$ 20,000
Harnett	JBDCD9V41BX7	091565986	\$ 27,361	\$ 48,510
Haywood	DQHZEVAV95G5	070620232	\$ 11,280	\$ 20,000
Henderson	TG5AR81JLFQ5	085021470	\$ 16,295	\$ 28,890
Hoke	X9C3V658CUM4	091563643	\$ 15,127	\$ 26,820
Hyde	T2RSYN36NN64	832526243	\$ 11,280	\$ 20,000
Iredell	XTNRLKJLA459	074504507	\$ 22,944	\$ 40,680

**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **415 Breastfeeding Peer Counselor Program**

FAS Nbr + Reason: **3** This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: **10.557** Special Supplemental Nutrition Program for Women, Infants and Children IDC rate: n/a

FAIN: **225NC707W5003**

Is award R&D?: **NO**

Fed awd's total amt: \$ **3,731,890**

Fed award project description: **Women, Infants & Children (2 Year)**

Fed awd date + awarding agency: **04-07-22 USDA, Food and Nutrition Service**

Subrecipient	Subrecipient SAM UEI	Subrecipient DUNS UEI	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Jackson	X7YWWY6ZP574	019728518	\$ 11,280	\$ 20,000
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Lee	F6A8UC99JWJ5	067439703	\$ 11,979	\$ 21,240
Lenoir	QKUFL37VPGH6	042789748	\$ 14,011	\$ 24,840
Lincoln	UGGQGSSK8GJ5	086869336	\$ 11,280	\$ 20,000
Macon	LLPJBC6N2LL3	070626825	\$ 11,280	\$ 20,000
Madison	YQ96F8BJYTJ9	831052873	\$ 11,280	\$ 20,000
MTW	EZ15XL6BMM68	087204173	\$ 11,280	\$ 20,000
Mecklenburg	E7B2AJM3BFL3	074498353	\$ 197,972	\$ 351,000
Montgomery	HFNSK95FS7Z8	025384603	\$ 11,280	\$ 20,000
Moore	ZKK5GNNRNBV6	050988146	\$ 11,979	\$ 21,240
Nash	NF58K566HQM7	050425677	\$ 19,289	\$ 34,200
New Hanover	F7TLT2GMEJE1	040029563	\$ 41,675	\$ 73,890
Northampton	CRA2KCAL8BA4	097594477	\$ 11,280	\$ 20,000
Onslow	EGE7NBXW5JS6	172663270	\$ 61,878	\$ 109,710
Orange	JL7PLQJA2PE3	139209659	\$ -	\$ -
Pamlico	FT59QFEAU344	097600456	\$ 11,280	\$ 20,000
Pender	T118E678U9P5	100955413	\$ 11,280	\$ 20,000
Person	FQ8LFJGMA8J4	091563718	\$ 11,280	\$ 20,000
Pitt	VZNPMLFT5R6	080889694	\$ 41,675	\$ 73,890
Polk	QZ6BZPGLX4Y9	079067930	\$ 11,280	\$ 20,000
Randolph	T3BUM1CV59N5	027873132	\$ 28,173	\$ 49,950
Richmond	Q63FZNTJM3M4	070621339	\$ 16,752	\$ 29,700
Robeson	LKBEJQFLAAK5	082367871	\$ 32,386	\$ 57,420
Rockingham	KGCCCHJZZ43	077847143	\$ 17,208	\$ 30,510
Rowan	GCB7UCV96NW6	074494014	\$ 21,117	\$ 37,440
Sampson	WRT9CSK1KJY5	825573975	\$ 14,264	\$ 25,290
Scotland	FNVTUCUQGHM5	091564146	\$ 11,280	\$ 20,000
Stanly	U86MZUYPL7C5	131060829	\$ 14,569	\$ 25,830
Stokes	W41TRA3NUNS1	085442705	\$ 11,280	\$ 20,000
Surry	FMWCTM24C9J8	077821858	\$ 11,280	\$ 20,000
Swain	TAE3M92L4QR4	146437553	\$ 11,280	\$ 20,000
Tee River	JUA6GAUQ9UM1	113345201	\$ 11,280	\$ 20,000
Transylvania	W51VGHGM8945	030494215	\$ 11,280	\$ 20,000
Union	LHMKBD4AGRJ5	079051637	\$ 29,391	\$ 52,110
Wake	FTJ2WJPLWMJ3	019625961	\$ 190,763	\$ 338,220
Warren	TLNAU5CNHSU5	030239953	\$ 11,280	\$ 20,000
Wayne	DACFHCLQKMS1	040036170	\$ 41,472	\$ 73,530
Wilkes	M14KKHY2NNR3	067439950	\$ 11,929	\$ 21,150
Wilson	ME2DJHMYWG55	075585695	\$ 17,259	\$ 30,600
Yadkin	PLCDT7JFABB1	089910624	\$ 11,280	\$ 20,000



Activity 415	AA	13A2 570E JQ	Total Allocated	13A2 570F JQ	Total Allocated	13A2 570G JQ	Total Allocated	Proposed Total	New Total
Service Period		06/01-09/30		06/01-05/31		06/01-05/31			
Payment Period		07/01-11/30		07/01-06/30		07/01-06/30			
01 Alamance	* 0	7,541	\$0.00	20,396	\$0.00	36,143	\$0.00	64,080	64,080
D1 Albemarle	* 0	4,851	\$0.00	13,120	\$0.00	23,249	\$0.00	41,220	41,220
02 Alexander	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
04 Anson	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
D2 Appalachian	* 0	2,563	\$0.00	6,932	\$0.00	12,285	\$0.00	21,780	21,780
07 Beaufort	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
09 Bladen	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
10 Brunswick	* 0	4,343	\$0.00	11,745	\$0.00	20,812	\$0.00	36,900	36,900
11 Buncombe	* 0	9,226	\$0.00	24,951	\$0.00	44,213	\$0.00	78,390	78,390
12 Burke	* 0	3,739	\$0.00	10,112	\$0.00	17,919	\$0.00	31,770	31,770
13 Cabarrus	* 0	7,340	\$0.00	19,852	\$0.00	35,178	\$0.00	62,370	62,370
14 Caldwell	* 0	3,389	\$0.00	9,167	\$0.00	16,244	\$0.00	28,800	28,800
16 Carteret	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
17 Caswell	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
18 Catawba	* 0	6,090	\$0.00	16,472	\$0.00	29,188	\$0.00	51,750	51,750
19 Chatham		0	\$0.00	0	\$0.00	0	\$0.00	0	0
20 Cherokee	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
22 Clay	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
23 Cleveland	* 0	5,603	\$0.00	15,154	\$0.00	26,853	\$0.00	47,610	47,610
24 Columbus	* 0	3,294	\$0.00	8,909	\$0.00	15,787	\$0.00	27,990	27,990
25 Craven	* 0	4,586	\$0.00	12,404	\$0.00	21,980	\$0.00	38,970	38,970
26 Cumberland	* 0	19,118	\$0.00	51,706	\$0.00	91,626	\$0.00	162,450	162,450
28 Dare	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
29 Davidson	* 0	7,065	\$0.00	19,107	\$0.00	33,858	\$0.00	60,030	60,030
30 Davie	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
31 Duplin	* 0	4,247	\$0.00	11,487	\$0.00	20,356	\$0.00	36,090	36,090
32 Durham		0	\$0.00	0	\$0.00	0	\$0.00	0	0
33 Edgecombe	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
D7 Foothills	* 0	4,470	\$0.00	12,089	\$0.00	21,421	\$0.00	37,980	37,980
34 Forsyth	* 0	17,434	\$0.00	47,152	\$0.00	83,554	\$0.00	148,140	148,140
35 Franklin	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
36 Gaston	* 0	7,361	\$0.00	19,909	\$0.00	35,280	\$0.00	62,550	62,550
38 Graham	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
D3 Gran-Vance	* 0	5,126	\$0.00	13,865	\$0.00	24,569	\$0.00	43,560	43,560
40 Greene	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
41 Guilford	* 0	26,787	\$0.00	72,446	\$0.00	128,377	\$0.00	227,610	227,610
42 Halifax	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
43 Harnett	* 0	5,709	\$0.00	15,440	\$0.00	27,361	\$0.00	48,510	48,510
44 Haywood	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
45 Henderson	* 0	3,400	\$0.00	9,195	\$0.00	16,295	\$0.00	28,890	28,890
47 Hoke	* 0	3,156	\$0.00	8,537	\$0.00	15,127	\$0.00	26,820	26,820
48 Hyde	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
49 Iredell	* 0	4,788	\$0.00	12,948	\$0.00	22,944	\$0.00	40,680	40,680
50 Jackson	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
51 Johnston	* 0	7,298	\$0.00	19,737	\$0.00	34,975	\$0.00	62,010	62,010



52 Jones	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
53 Lee	* 0	2,500	\$0.00	6,761	\$0.00	11,979	\$0.00	21,240	21,240
54 Lenoir	* 0	2,923	\$0.00	7,906	\$0.00	14,011	\$0.00	24,840	24,840
55 Lincoln	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
56 Macon	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
57 Madison	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
D4 M-T-W	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
60 Mecklenburg	* 0	41,308	\$0.00	111,720	\$0.00	197,972	\$0.00	351,000	351,000
62 Montgomery	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
63 Moore	* 0	2,500	\$0.00	6,761	\$0.00	11,979	\$0.00	21,240	21,240
64 Nash	* 0	4,025	\$0.00	10,886	\$0.00	19,289	\$0.00	34,200	34,200
65 New Hanover	* 0	8,696	\$0.00	23,519	\$0.00	41,675	\$0.00	73,890	73,890
66 Northampton	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
67 Onslow	* 0	12,912	\$0.00	34,920	\$0.00	61,878	\$0.00	109,710	109,710
68 Orange		0	\$0.00	0	\$0.00	0	\$0.00	0	0
69 Pamlico	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
71 Pender	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
73 Person	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
74 Pitt	* 0	8,696	\$0.00	23,519	\$0.00	41,675	\$0.00	73,890	73,890
75 Polk	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
76 Randolph	* 0	5,878	\$0.00	15,899	\$0.00	28,173	\$0.00	49,950	49,950
77 Richmond	* 0	3,495	\$0.00	9,453	\$0.00	16,752	\$0.00	29,700	29,700
78 Robeson	* 0	6,758	\$0.00	18,276	\$0.00	32,386	\$0.00	57,420	57,420
79 Rockingham	* 0	3,591	\$0.00	9,711	\$0.00	17,208	\$0.00	30,510	30,510
80 Rowan	* 0	4,408	\$0.00	11,917	\$0.00	21,117	\$0.00	37,440	37,440
82 Sampson	* 0	2,976	\$0.00	8,050	\$0.00	14,264	\$0.00	25,290	25,290
83 Scotland	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
84 Stanly	* 0	3,040	\$0.00	8,221	\$0.00	14,569	\$0.00	25,830	25,830
85 Stokes	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
86 Surry	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
87 Swain	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
D6 Toe River	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
88 Transylvania	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
90 Union	* 0	6,133	\$0.00	16,586	\$0.00	29,391	\$0.00	52,110	52,110
92 Wake	* 0	39,804	\$0.00	107,653	\$0.00	190,763	\$0.00	338,220	338,220
93 Warren	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
96 Wayne	* 0	8,654	\$0.00	23,404	\$0.00	41,472	\$0.00	73,530	73,530
97 Wilkes	* 0	2,489	\$0.00	6,732	\$0.00	11,929	\$0.00	21,150	21,150
98 Wilson	* 0	3,601	\$0.00	9,740	\$0.00	17,259	\$0.00	30,600	30,600
99 Yadkin	* 0	2,354	\$0.00	6,366	\$0.00	11,280	\$0.00	20,000	20,000
Totals		440,007	0	1,190,008	0	2,108,695	0	3,738,710	3,738,710

Sign and Date - DPH Program Administrator <i>Meena Ahuja</i> 5/3/2022	Sign and Date - DPH Section Chief <i>Kimberly J. Lovenduski</i> 5/3/22
Sign and Date - DPH Budget Office - ATC Coordinator <i>Sam Muff</i> 5/3/22	Sign and Date - DPH Budget Officer <i>S. Muff</i> 5/3/2022

LR 5-3-22



# ROWAN COUNTY

## MENTAL REQUEST FOR BUDGET ACTION

TO: Finance Department

FROM: Health Department

EXPLANATION IN DETAIL:

To align the budget with awarded funding per AA546 Communicable Disease Pandemic Recovery.

Prepared by: Karla Aldridge

Date: 7/14/2022

BUDGET INFORMATION:

Reviewed:

ACCOUNT TITLE	R/E	ACCOUNT #	INCREASE	DECREASE
AA546 CD Pandemic Recovery	R	1145110-431300-20033	421,326	
Salaries-Regular	E	1155110-510005-20033	129,466	
Health Ins	E	1155110-520005-20033	21,840	
Medicare Tax	E	1155110-520010-20033	1,878	
Retirement	E	1155110-520015-20033	13,220	
Social Security tax	E	1155110-520020-20033	8,028	
Workers Comp	E	1155110-520025-20033	324	
401 (k)	E	1155110-520030-20033	3,884	
Contracted Services	E	1155110-533001-20033	231,366	
Telephone	E	1155110-553005-20033	4,320	
Uniforms	E	1155110-556000-20033	2,500	
Travel	E	1155110-558000-20033	1,500	
Educational Supplies	E	1155110-561015-20033	1,000	
Medical Supplies	E	1155110-561045-20033	500	
F/A: Furn & Equipment	E	1155110-576900-20033	1,500	

DEPARTMENT HEAD	COUNTY MANAGER	ACCOUNTING USE ONLY
Approved: <input checked="" type="checkbox"/>	Approved: _____	Budget Revision # 01-243
Disapproved: _____	Disapproved: _____	Date Posted: _____
Amended: _____	Amended: _____	Group Number: _____
Date: 07/15/2022	Date: _____	Posted by: _____
Signature: <i>[Signature]</i>	Signature: _____	Approved by: _____

ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO

2023 BUDGET YEAR

Key in gray sections only.

Department Name	Health Department				
Position Title	Public Health Nurse II				
Hours (per week)	40	Increase		Grade	22
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		

<u>Salary / Benefits</u>		Total Cost	Communicable Disease Funds	Other Revenue	New County Funds Requested
Salary		\$ 64,733.00	\$ 64,733.00	\$ -	
	\$910 /				
Health Insurance	Mo	10,920.00	10,920.00	-	
Medicare	1.45%	939.00	939.00	-	
Retirement	10.21%	6,610.00	6,610.00	-	
Social Security	6.20%	4,014.00	4,014.00	-	
Workers Comp (Varies)	0.25%	162.00	162.00	-	
401(k)	3.00%	1,942.00	1,942.00	-	
Total Salary / Benefits		89,320.00	89,320.00	-	

<u>Other Costs</u>					
Desk		-	-	-	
Chair		-	-	-	
Side chairs		-	-	-	
Telephone		2,160.00	2,160.00	-	
Computer		600.00	600.00	-	
Monitor		150.00	150.00	-	
Vehicle		-	-	-	
Travel		-	-	-	
Training		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
Total Equipment Costs		2,910.00	2,910.00	-	
Total Cost		\$ 92,230.00	\$ 92,230.00	\$ -	\$ -

X2 0



ROWAN COUNTY  
PERSONNEL CHANGE NARRATIVE  
NEW POSITION / RECLASSIFICATION / PROMOTION

2023 BUDGET YEAR

Department Name	Health Department	Department Number	5100
Position Title	Public Health Nurse II	Total Cost from Position Request; Including wages, benefits and supplies/equipment	0 (to be paid from Communicable Disease Funds)

*Justification (please type in space below)*

This request is to add two (2) new Public Health Nurse II positions to be paid for through State budget increased allocation of Communicable Disease Funds. Rowan County Public Health continues to monitor public health capacity to respond to needs for local realities. In late 2021, Rowan County Public Health received notice of funding for additional communicable disease capacity. The funding provides \$210,000 in state funding for salary, benefits, and support for 2.0 FTE Public Health Communicable Disease Nurses.

The NC Budget Communicable Disease Funding, which provides \$210,000 in funding will entirely support the positions. The communicable disease positions will provide coordination of COVID-19 investigations as well as support for other communicable disease cases. The proposed position request would allow the health department to hire two additional Public Health Nurse II to support our communicable disease efforts.

At RCPH in 2021, one communicable disease nurse attempted to manage 1,927 reportable disease cases. In comparison, Union County had six communicable disease nurses managing 1,548 reportable disease cases. RCPH strongly feels the positions will provide necessary support in maintaining a safe community environment. The positions will serve as a liaison and key point of contact to navigate infection control within the community. Our goal is to keep the community safe and to respond quickly to the many changing needs throughout the pandemic.

**Division of Public Health  
Agreement Addendum  
FY 21-22**

Page 1 of 7

Rowan County Public Health  
Local Health Department Legal Name

Epidemiology / Communicable Disease Branch  
DPH Section / Branch Name

546 Communicable Disease Pandemic Recovery  
Activity Number and Description

Vanessa Gailor 919-546-1658  
vanessa.gailor@dhhs.nc.gov

DPH Program Contact  
(Name, phone number, and email)

07/01/2021 – 05/31/2022  
Service Period

DPH Program Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Only required for a negotiable Agreement Addendum)

08/01/2021 – 06/30/2022  
Payment Period

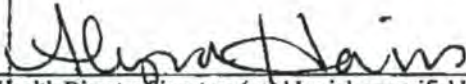
☒ Original Agreement Addendum  
☐ Agreement Addendum Revision # \_\_\_\_\_

**1. Background:**

The federal American Rescue Plan Act (ARPA) enacted on March 11, 2021, provides relief to address the continued impact of COVID-19 on the economy, public health, state and local governments, individuals, and businesses. A component of ARPA is the State and Local Fiscal Recovery Funds which provides state, local, and Tribal government with the resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery. With this, the COVID-19 pandemic has highlighted the need for additional funding of communicable disease programs at the local level to ensure that all communicable disease activities are able to be completed.

Funding provided in the American Rescue Plan Act of 2021 is delineated in Senate Bill 105 for 2021-2023, as outlined below:

Of the funds appropriated in this act from the State Fiscal Recovery Fund to the Department of Health and Human Services, Division of Public Health, the sum of thirty-six million dollars (\$36,000,000) in nonrecurring funds for the 2021-2022 fiscal year shall be allocated to local health departments to expand communicable disease surveillance, detection, control, and prevention activities to address the COVID-19 public health emergency and other communicable disease challenges impacted by the COVID-19 public health emergency. The Division of Public Health shall expend up to eighteen million dollars (\$18,000,000) of these allocated funds during the 2021-2022 fiscal year and any remaining funds during the 2022-2023 fiscal year. In the distribution of these funds to local health departments under this section, for each year of the 2021-2023 fiscal biennium, the Division of Public Health shall divide nine million dollars

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

04/14/2022  
Date

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

LHD program contact name:  
Phone and email address:

Angela Worley  
(704) 216-8811; angela.worley@rowancountync.gov

Signature on this page signifies you have read and accepted all pages of this document. Template rev. August 2021



(\$9,000,000) equally among the local health departments based on the number of counties served by each local health department. The Division of Public Health shall distribute the remaining nine million dollars (\$9,000,000) to local health departments based upon the percentage of the State population served by each of the local health departments. The Division shall begin distributing the funds allocated under this section no later than 60 days after this act becomes law. In utilizing these funds, local health departments shall comply with applicable federal rules and guidance governing the State Fiscal Recovery Fund (SFRF).

## **II. Purpose:**

The primary mission of the North Carolina Communicable Disease Branch (CDB) is to reduce morbidity and mortality resulting from communicable diseases that are a significant threat to the public, through detection, tracking, investigation, control, education, and care activities to improve the health of people in North Carolina. Under the overarching goal of providing the best level of care possible to North Carolinians, the Communicable Disease Branch works with Local Health Departments to control the spread of communicable diseases in the community, detect cases of communicable disease and monitor for the occurrence of new cases.

Since the beginning of the Coronavirus disease (COVID-19) pandemic, local health departments have served as a primary response agency for the communities within their jurisdiction. The scope and magnitude of the COVID-19 response required an "all hands-on deck" approach that redirected staff from much of their normal day-to-day responsibilities. This created a disproportionate focus on COVID-19 cases at the expense of other communicable diseases. As a result, the ability to perform routine activities (e.g., case investigation/management, patient education, etc.) for these other diseases has been suboptimal compared to pre-pandemic efforts. This project is intended to assist local health departments to return to, and in some instances exceed, pre-pandemic service delivery for other communicable diseases.

In accordance with the memorandum of understanding between the North Carolina Pandemic Recovery Office (NCPRO) and the Department of Health and Human Services, the SLFRF federal award to North Carolina provides financial assistance for the state to do the following:

- To provide government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency.

Within the applicable category described above, the 2021 Appropriations Act allocated funds to administer the following project with a total appropriation of \$36,000,000.00:

**Provides funds for local health departments to expand communicable disease surveillance, detection, control, and prevention activities to address COVID-19 and other communicable disease-related challenges impacted by the COVID-19 pandemic.**

*Note: All funds will be made available through AA 546 Communicable Disease Pandemic Recovery to support obligations and expenditures through December 31, 2024. Unspent funds will carry forward until the federal grant period end date.*

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

To ensure the community's health and to achieve equitable health outcomes, the Local Health Department (LHD) will expand essential public health services to control communicable diseases in their community. Services provided will include communicable disease surveillance, investigation, detection, control, reporting, and prevention activities at the local level to address the COVID-19



public health emergency and other communicable disease challenges impacted by the COVID-19 pandemic.

To ensure the effective delivery of these services, recommended LHD activities include:

1. Enhancing workforce capacity by hiring temporary staff with knowledge in communicable disease, public health, public health nursing, or other applicable fields in order increase the number of full-time equivalent employees.
  - a. The LHD will maintain a minimum of two public health nurses with communicable disease program responsibilities who have completed the *Introduction to Communicable Disease Surveillance and Investigation in North Carolina* course or successfully completed the challenge exam and received an orientation to communicable disease investigation and reporting by a Regional Communicable Disease Nurse Consultant.
2. Providing staff training opportunities including, but not limited to, training staff on applicable systems and databases (NC EDSS, NC COVID) to improve LHD capacities to effectively conduct surveillance, investigation, detection, control, and prevention of communicable diseases.
  - a. Within one year of employment, every public health nurse with responsibility for communicable disease surveillance and investigation will complete the *Introduction to Communicable Disease Surveillance and Investigation in North Carolina* course offered by the Technical Assistance and Training Program (TATP) of the CDB.
  - b. Public health nurses assigned to communicable disease investigation in a primary or backup role will be oriented to the role of Communicable Disease Nurse by a Regional TATP Nurse Consultant utilizing the current Communicable Disease Orientation checklist. LHDs will schedule an orientation with the Regional TATP Nurse Consultant within three months of assignment of a new primary or backup Communicable Disease Nurse.
  - c. Public health nurses assigned to the primary role of communicable disease are encouraged to incorporate additional training relevant to communicable disease into their continuing education plans.
3. Advancing data infrastructure by purchasing software and equipment that enhance or expand data management and infrastructure, including systems designed for flexible data collection, reporting, and analysis.
4. Supporting community partners by offering appropriate meetings, webinars, and educational opportunities.
5. Engaging community partners by referring clients to relevant and applicable resources.
6. Engaging community partners by developing and disseminating educational resources.
7. Other operational activities in addition to those listed above, including the expenses incurred in conduct or support of those activities.

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

1. **Performance Measure #1:** The LHD shall complete both monthly financial reporting and quarterly performance reporting, as outlined below, via Smartsheet:

**Financial Requirements:** Monthly financial reporting will be completed via Smartsheet and will detail the progress of this AA's required activities, including project expenditure data, as well as information regarding contracts, grants, and subawards, as appropriate.



Beginning May 22<sup>nd</sup>, 2022, such reports will be due on the 22<sup>nd</sup> of the subsequent month of the reporting month.

**Performance Requirements:** Quarterly performance reporting will be completed via Smartsheet and provide status updates on key performance indicators, outputs, and evidence-based interventions and outcomes. Due to the late execution of this AA, quarterly performance will only be required for the last quarter of the current state fiscal year (April 1<sup>st</sup>-June 30<sup>th</sup>). **This report will be due on the 22<sup>nd</sup> of July.** Moving forward, all performance reporting will be required quarterly.

**Reporting Requirements:** The reporting above shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=8716e48245fe46559be725a9d628d031>.

2. **Performance Measure #2:** The LHD will run the General Communicable Disease Control and Vaccine-Preventable Disease reports for the designated timeframes below and report to DPH:
1. Pre-pandemic (July 1, 2019 – February 29, 2020)
  2. During pandemic pre-project (March 1, 2020 – March 31, 2022)
  3. End of year 1 of the project (April 1, 2022 – June 30, 2023)
  4. End of year 2 of the project (July 1, 2023 – June 30, 2024)
  5. Partial of year 3 of the project (July 1, 2024 – December 31, 2024)

For each timeframe above, the following measures will be reported:

- i. Mean First Report Interval (in days)
- ii. Mean Completed Report Interval (in days)
- iii. Percentage of reports which meet 30-day first report goal of having a disease investigation documented within 30-days of notification.

The LHD will also refer to the Human Immunodeficiency Virus and Sexually Transmitted Disease reports, found at <https://epi.dph.ncdhhs.gov/cd/stds/annualrpts.html>, to measure their performance of work within the timeframes listed above.

**Reporting Requirements:** The reporting above shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=8716e48245fe46559be725a9d628d031>.

**Reporting Requirements:** Document disease investigations in NC EDSS and reassign disease events to the State Disease Registrar within 30 days of notification of a reportable communicable disease or condition. Follow North Carolina Communicable Disease Manual Guidelines for NC EDSS documentation.

3. **Performance Measure #3:** Increasing the visibility of work the LHD within the community through Community Based Organizations (CBOs) and Nongovernmental Organizations (NGOs).

**Reporting Requirements:** Provide examples of education resources, training agendas, fliers, CBO outreach services or resources (if applicable). The reporting shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=8716e48245fe46559be725a9d628d031>.



4. **Performance Measure #4: Training new staff with knowledge in communicable disease, public health, and public health nursing.**

**Reporting Requirements:** Provide names, email addresses, and telephone numbers of nurses and dates that have completed the NC EDSS and NC COVID training to the Regional TATP Nurse Consultant by December 1, 2022, and upon request.

**Reporting Requirements:** Provide the names of nurses, their dates of hire into the communicable disease position, and dates they have completed the *Introduction to Communicable Disease Surveillance and Investigation in North Carolina* course or successfully passed the written challenge exam to the Regional TATP Nurse Consultant by December 1, 2022, and upon request.

**Reporting Requirements:** The reporting above shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=8716e48245fe46559be725a9d628d031>.

**V. Performance Monitoring and Quality Assurance:**

1. Subrecipient monitoring, including financial and performance reporting, shall be conducted via the Smartsheet dashboard. This reporting will be provided by the LHD to DPH via the Smartsheet dashboard. DPH staff will assess reports daily and work with LHDs to provide technical assistance and feedback (as needed) to ensure all reporting is accurate and timely.
2. On a quarterly basis, approximately ten LHD subrecipients will be selected by an electronic randomizer to undergo a "desk audit" which entails the submission of all source documentation supporting their reported expenditures for a given month within the quarter. The affected subrecipients will be notified via email of their selection approximately two weeks after the end of the quarter under review. Selected LHDs will have 30 days to submit the requested expenditure documents. The Subrecipient Monitoring Team performs desk audits to ensure the expenditure information is accurate, complete and only includes allowable expenditures. The results are reported to the affected LHD Directors and, if corrective actions are required, they are outlined in the report with recommendations and a date by which to be completed.
3. The Technical Assistance and Training Program (TATP) Nurse Consultant will assess the Local Health Department's performance through reporting mechanisms within the NC EDSS. These reports will be run on a quarterly basis by the TATP Nurse Consultant.
4. If the assessment results in compliance concerns, the TATP Nurse Consultant shall conduct conference calls with the Local Health Department to provide technical assistance to rectify the concerns.
5. If the LHD is deemed out of compliance, program staff shall provide technical assistance to bring the LHD back into compliance with deliverables. If technical assistance does not prove beneficial, the CDB will issue a letter of non-compliance and the LHD may lose access to NC EDSS and NC COVID. Noncompliance with this agreement will result in a reduced capacity for the LHD to detect and control communicable disease in their community.

**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. These funds constitute federal financial assistance to the State of North Carolina, and



therefore use of these funds must be in accordance with applicable federal uniform guidance found in 2 CFR 200. None of these requirements is waived.

- 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.
  - c. At the time of this AA issuance, the NC Department of State Treasury has determined that the federal Uniform Guidance, Subpart D – *Subrecipient Monitoring and Management* does not apply to these funds. Therefore, no Supplement will accompany this AA.
2. **Requirements for use of funds: Must comply with NCAC Chapter 09, Subchapter 03M – Uniform Administration of State Awards of Financial Assistance. NCAC 09 03M**
  3. **Requirements for cost principles: In compliance with 2 CFR §200.400 - §200.476 - Subpart E Cost Principles**, such principles must be used in determining the allowable costs of work performed by the non-Federal entity under Federal awards.
  4. **Requirements for use of funds: In compliance with 31 CFR §35.5 – Use of funds.**
    - a. A recipient may only use funds to cover costs incurred during the period beginning July 1, 2021, and ending December 31, 2024.
    - b. A cost shall be considered to have been incurred for purposes of paragraph (a) of this section if the recipient has incurred an obligation with respect to such cost by December 31, 2024.
    - c. A recipient must return any funds not obligated by December 31, 2024, and any funds not expended to cover such obligations by December 31, 2026.
  5. **Requirements for use of funds: In compliance with NCGS 143C-6-23 – Administrative code requirements**, recipients must comply with the following:
    - a. NCGS 143C-6-23 (b) Prior to disbursing funds a grantee must provide a copy of its conflict-of-interest policy for management employees and its governance body.
    - b. NCGS 143C-6-23(c) The grantee must provide a written statement required under oath by the grantee's governing body that it has no overdue tax debts.
  6. **Non-reverting Appropriation: In compliance with Session Law 2021-180 Section 4.9(k).**
    - a. This as a non-reverting state appropriation over multiple fiscal years:
      1. Reversion. The funds appropriated in this act from the State Fiscal Recovery Fund shall not revert at the end of each fiscal year of the 2021-2023 fiscal biennium but shall remain available to expend until the date set by applicable federal law or guidance.

7. **Period of Retention:** Administering Agencies and subrecipients are required to maintain records for at least five years after the completion of the last project across the entire set of SFRF projects funded by the SFRF Award. Therefore, Administering Agencies and subrecipients should seek specific written authorization from OSBM/NCPRO for destruction of any records prior to five years after all funds have been expended or returned to Treasury.



DPH-Aid-To-Counties

For Fiscal Year: 21/22

Budgetary Estimate Number : 0

Activity 546	AA	2SF1 249N TT		Proposed Total	New Total
Service Period		07/01-05/31	Total Allocated		
Payment Period		08/01-06/30			
01 Alamance	* 0	234,937	\$0.00	234,937	234,937
D1 Albemarle	* 0	856,172	\$0.00	856,172	856,172
02 Alexander	* 0	122,567	\$0.00	122,567	122,567
04 Anson	* 0	110,058	\$0.00	110,058	110,058
D2 Appalachian	* 0	351,472	\$0.00	351,472	351,472
07 Beaufort	* 0	129,866	\$0.00	129,866	129,866
09 Bladen	* 0	118,924	\$0.00	118,924	118,924
10 Brunswick	* 0	217,408	\$0.00	217,408	217,408
11 Buncombe	* 0	314,057	\$0.00	314,057	314,057
12 Burke	* 0	167,293	\$0.00	167,293	167,293
13 Cabarrus	* 0	275,620	\$0.00	275,620	275,620
14 Caldwell	* 0	161,360	\$0.00	161,360	161,360
16 Carteret	* 0	150,404	\$0.00	150,404	150,404
17 Caswell	* 0	109,734	\$0.00	109,734	109,734
18 Catawba	* 0	226,241	\$0.00	226,241	226,241
19 Chatham	* 0	156,030	\$0.00	156,030	156,030
20 Cherokee	* 0	115,111	\$0.00	115,111	115,111
22 Clay	* 0	99,992	\$0.00	99,992	99,992
23 Cleveland	* 0	175,395	\$0.00	175,395	175,395
24 Columbus	* 0	136,947	\$0.00	136,947	136,947
25 Craven	* 0	176,687	\$0.00	176,687	176,687
26 Cumberland	* 0	371,451	\$0.00	371,451	371,451
28 Dare	* 0	122,357	\$0.00	122,357	122,357
29 Davidson	* 0	234,401	\$0.00	234,401	234,401
30 Davie	* 0	127,288	\$0.00	127,288	127,288
31 Duplin	* 0	140,786	\$0.00	140,786	140,786
32 Durham	* 0	364,074	\$0.00	364,074	364,074
33 Edgecombe	* 0	133,464	\$0.00	133,464	133,464
D7 Foothills	* 0	277,664	\$0.00	277,664	277,664
34 Forsyth	* 0	412,881	\$0.00	412,881	412,881
35 Franklin	* 0	150,822	\$0.00	150,822	150,822
36 Gaston	* 0	279,764	\$0.00	279,764	279,764
38 Graham	* 0	97,249	\$0.00	97,249	97,249
D3 Gran-Vance	* 0	270,655	\$0.00	270,655	270,655
40 Greene	* 0	107,626	\$0.00	107,626	107,626
41 Guilford	* 0	545,535	\$0.00	545,535	545,535
42 Halifax	* 0	132,546	\$0.00	132,546	132,546
43 Harnett	* 0	206,562	\$0.00	206,562	206,562
44 Haywood	* 0	143,776	\$0.00	143,776	143,776
45 Henderson	* 0	190,747	\$0.00	190,747	190,747
47 Hoke	* 0	136,336	\$0.00	136,336	136,336
48 Hyde	* 0	94,289	\$0.00	94,289	94,289
49 Iredell	* 0	246,219	\$0.00	246,219	246,219
50 Jackson	* 0	127,636	\$0.00	127,636	127,636
51 Johnston	* 0	272,952	\$0.00	272,952	272,952

52 Jones	* 0	98,470	\$0.00	98,470	98,470
53 Lee	* 0	142,250	\$0.00	142,250	142,250
54 Lenoir	* 0	137,794	\$0.00	137,794	137,794
55 Lincoln	* 0	166,033	\$0.00	166,033	166,033
56 Macon	* 0	121,574	\$0.00	121,574	121,574
57 Madison	* 0	109,046	\$0.00	109,046	109,046
D4 M-T-W	* 0	302,402	\$0.00	302,402	302,402
60 Mecklenburg	* 0	1,051,020	\$0.00	1,051,020	1,051,020
62 Montgomery	* 0	113,383	\$0.00	113,383	113,383
63 Moore	* 0	177,925	\$0.00	177,925	177,925
64 Nash	* 0	171,826	\$0.00	171,826	171,826
65 New Hanover	* 0	290,496	\$0.00	290,496	290,496
66 Northampton	* 0	106,648	\$0.00	106,648	106,648
67 Onslow	* 0	268,908	\$0.00	268,908	268,908
68 Orange	* 0	215,667	\$0.00	215,667	215,667
69 Pamlico	* 0	101,179	\$0.00	101,179	101,179
71 Pender	* 0	144,483	\$0.00	144,483	144,483
73 Person	* 0	124,155	\$0.00	124,155	124,155
74 Pitt	* 0	246,077	\$0.00	246,077	246,077
75 Polk	* 0	108,576	\$0.00	108,576	108,576
76 Randolph	* 0	212,840	\$0.00	212,840	212,840
77 Richmond	* 0	127,809	\$0.00	127,809	127,809
78 Robeson	* 0	200,371	\$0.00	200,371	200,371
79 Rockingham	* 0	167,374	\$0.00	167,374	167,374
80 Rowan	* 0	210,663	\$0.00	210,663	210,663
82 Sampson	* 0	143,959	\$0.00	143,959	143,959
83 Scotland	* 0	120,063	\$0.00	120,063	120,063
84 Stanly	* 0	144,750	\$0.00	144,750	144,750
85 Stokes	* 0	129,325	\$0.00	129,325	129,325
86 Surry	* 0	151,972	\$0.00	151,972	151,972
87 Swain	* 0	102,216	\$0.00	102,216	102,216
D6 Toe River	* 0	314,147	\$0.00	314,147	314,147
88 Transylvania	* 0	120,101	\$0.00	120,101	120,101
90 Union	* 0	293,982	\$0.00	293,982	293,982
92 Wake	* 0	1,033,641	\$0.00	1,033,641	1,033,641
93 Warren	* 0	106,501	\$0.00	106,501	106,501
96 Wayne	* 0	196,726	\$0.00	196,726	196,726
97 Wilkes	* 0	149,336	\$0.00	149,336	149,336
98 Wilson	* 0	160,838	\$0.00	160,838	160,838
99 Yadkin	* 0	122,119	\$0.00	122,119	122,119
Totals		18,000,000	\$0.00	18,000,000	18,000,000

Sign and Date - DPH Program Administrator

*John M. B.* 4-7-22  
 Sign and Date - DPH Budget Office - ATC Coordinator  
*Sam Ruffin* 4/7/2022

Sign and Date - DPH Section Chief

*M. L.* 04-06-22  
 Sign and Date - DPH Budget Officer  
*S. Ruffin* 4/7/2022



**ROWAN COUNTY**

## DEPARTMENTAL REQUEST FOR BUDGET ACTION

TO: BOARD OF COUNTY COMMISSIONERS

FROM: Social Services

EXPLANATION IN DETAIL:

Budget revenue and expense for a one-time LINKS clothing allowance to eligible foster care youth.

No county funds are required.

Prepared by: Kelly Johnson

Date: 7/19/2022

**BUDGET INFORMATION:**

[illegible]





NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN OSBORNE • Assistant Secretary for Human Services

July 15, 2022

**DEAR COUNTY DIRECTORS OF SOCIAL SERVICES**

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, MANAGERS,  
SUPERVISORS, AND SOCIAL WORKERS**

**SUBJECT: ONE-TIME INCREASED CHAFEE (LINKS) TRANSITIONAL FUNDS**

**REQUIRED ACTION:** ☐ Immediate ☒ **Time Sensitive** ☐ Information Only

**PURPOSE: INFORM COUNTIES OF ADDITIONAL TIME-LIMITED TRANSITIONAL FUNDS**

**Chafee (LINKS) Transitional Funds**

The John H. Chafee Foster Care Independence Program, LINKS in North Carolina, assists current and former eligible foster care youth and young adults ages 14-21 in achieving self-sufficiency through support services, resources, and LINKS Special Funds.

For SFY 2022-2023, North Carolina Department of Social Services (NCDSS) has a one-time use of additional Chafee funds available to support the purchase of school uniforms and clothing. To be eligible to receive this One-Time School Clothing and Uniforms funds allowance, a youth must meet the following three requirements ***as of the date of the clothing allowance disbursement.***

1. Be between ages 14-17 years old
2. Be in foster care
3. Be open for LINKS Services in the Services Information System (SIS)

Each county using these funds can provide up to \$500.00 per youth and the additional time-limited funds provided must be expended by September 30, 2022.

1. Each county will follow the regular DSS-5217 form submission process. Please submit a separate DSS-5217 LINKS Reimbursement Form for the additional Time-Limited School Clothing and Uniforms reimbursement.
2. Submit the separate DSS-5217 Reimbursement Form via email to [linksreimbursement@dhhs.nc.gov](mailto:linksreimbursement@dhhs.nc.gov). Please ensure the subject line includes: **Your county name and One-Time School Clothing Allowance Reimbursement.**

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603  
MAILING ADDRESS: 2410 Mail Service Center, Raleigh, NC 27699-2410  
[www.ncdhhs.gov](http://www.ncdhhs.gov) • TEL: 919-527-6340 • FAX: 919-334-1123

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Attached is the One-Time LINKS Clothing Allowance budget that was calculated based on the number of youth ages 14-17 in foster care in each county's jurisdiction as of April 30, 2022.

If you have any questions, please contact Tori Marshall, State LINKS Coordinator at [Tori.Marshall@dhhs.nc.gov](mailto:Tori.Marshall@dhhs.nc.gov).

Sincerely,

*Carla McNeill*

Carla McNeill, MSW  
Section Chief for Permanency Planning  
Division of Social Services, Child Welfare  
North Carolina Department of Health and Human  
Services

Cc: Susan Osborne, Assistant Secretary for Human Services  
Lisa Tucker Cauley, Senior Director of Child, Family and Adult Services  
Adrian Daye, Deputy Director for Child Welfare Practice  
Tammy Shook, Interim Deputy Director for County Operations  
Kathy Stone, Section Chief for Safety and Prevention Services  
Kimaree Sanders, Interim Section Chief for Regulatory and Licensing  
Peter West, Section Chief for County Operations

Attachment: One-Time LINKS Clothing Allowance Budget

CWS-34-2022

One-Time LINKS Clothing Allowance Report  
04/30/2022

County	Ages 14-17	Total
ALAMANCE	23	\$ 11,500.00
ALEXANDER	9	\$ 4,500.00
ALLEGHANY	11	\$ 5,500.00
ANSON	2	\$ 1,000.00
ASHE	10	\$ 5,000.00
AVERY	11	\$ 5,500.00
BEAUFORT	22	\$ 11,000.00
BERTIE	4	\$ 2,000.00
BLADEN	14	\$ 7,000.00
BRUNSWICK	35	\$ 17,500.00
BUNCOMBE	60	\$ 30,000.00
BURKE	38	\$ 19,000.00
CABARRUS	41	\$ 20,500.00
CALDWELL	23	\$ 11,500.00
CAMDEN	4	\$ 2,000.00
CARTERET	8	\$ 4,000.00
CASWELL	2	\$ 1,000.00
CATAWBA	40	\$ 20,000.00
CHATHAM	7	\$ 3,500.00
CHEROKEE	13	\$ 6,500.00
CHOWAN	3	\$ 1,500.00
CLAY	6	\$ 3,000.00
CLEVELAND	42	\$ 21,000.00
COLUMBUS	28	\$ 14,000.00
CRAVEN	19	\$ 9,500.00
CUMBERLAND	145	\$ 72,500.00
CURRITUCK	3	\$ 1,500.00
DARE	9	\$ 4,500.00
DAVIDSON	32	\$ 16,000.00
DAVIE	10	\$ 5,000.00
DUPLIN	9	\$ 4,500.00
DURHAM	66	\$ 33,000.00
EDGECOMBE	1	\$ 500.00
FORSYTH	42	\$ 21,000.00
FRANKLIN	7	\$ 3,500.00
GASTON	77	\$ 38,500.00
GATES	1	\$ 500.00
GRAHAM	6	\$ 3,000.00
GRANVILLE	9	\$ 4,500.00
GREENE	7	\$ 3,500.00
GUILFORD	113	\$ 56,500.00
HALIFAX	6	\$ 3,000.00
HARNETT	39	\$ 19,500.00
HAYWOOD	21	\$ 10,500.00

County	Ages 14-17	Total
HENDERSON	31	\$ 15,500.00
HERTFORD	3	\$ 1,500.00
HOKE	16	\$ 8,000.00
HYDE	5	\$ 2,500.00
IREDELL	17	\$ 8,500.00
JACKSON	13	\$ 6,500.00
JOHNSTON	37	\$ 18,500.00
JONES	2	\$ 1,000.00
LEE	5	\$ 2,500.00
LENOIR	14	\$ 7,000.00
LINCOLN	18	\$ 9,000.00
MACON	13	\$ 6,500.00
MADISON	11	\$ 5,500.00
MARTIN	7	\$ 3,500.00
MCDOWELL	16	\$ 8,000.00
MECKLENBURG	114	\$ 57,000.00
MITCHELL	6	\$ 3,000.00
MONTGOMERY	2	\$ 1,000.00
MOORE	13	\$ 6,500.00
NASH	6	\$ 3,000.00
NEW HANOVER	60	\$ 30,000.00
NORTHAMPTON	0	\$ -
ONslow	30	\$ 15,000.00
ORANGE	13	\$ 6,500.00
PAMLICO	2	\$ 1,000.00
PASQUOTANK	10	\$ 5,000.00
PENDER	7	\$ 3,500.00
PERQUIMANS	4	\$ 2,000.00
PERSON	20	\$ 10,000.00
PITT	58	\$ 29,000.00
POLK	8	\$ 4,000.00
RANDOLPH	49	\$ 24,500.00
RICHMOND	11	\$ 5,500.00
ROBESON	55	\$ 27,500.00
ROCKINGHAM	17	\$ 8,500.00
ROWAN	39	\$ 19,500.00
RUTHERFORD	19	\$ 9,500.00
SAMPSON	21	\$ 10,500.00
SCOTLAND	23	\$ 11,500.00
STANLY	3	\$ 1,500.00
STOKES	15	\$ 7,500.00
SURRY	14	\$ 7,000.00
SWAIN	12	\$ 6,000.00
TRANSYLVANIA	5	\$ 2,500.00

County	Ages 14-17	Total
TYRRELL	0	\$ -
UNION	36	\$ 18,000.00
VANCE	14	\$ 7,000.00
WAKE	102	\$ 51,000.00
WARREN	2	\$ 1,000.00
WASHINGTON	9	\$ 4,500.00
WATAUGA	11	\$ 5,500.00
WAYNE	14	\$ 7,000.00
WILKES	64	\$ 32,000.00
WILSON	9	\$ 4,500.00
YADKIN	11	\$ 5,500.00
YANCEY	10	\$ 5,000.00



## DEPARTMENTAL REQUEST FOR BUDGET ACTION

Prepared by: Kristy Livengood  
Date: 7/19/2022

[illegible]

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

and

**ROWAN COUNTY**

**PUBLIC TRANSPORTATION GRANT AGREEMENT FOR**

**AMERICAN RESCUE PLAN ACT PROGRAM**

***Federal Award Identification***

Agreement Number:

NCDOT Project Number: **22-AP-037**

Approved Indirect Cost Rate: **N/A**

FAIN Number(s): **NC-2022-035-00**

CFDA Number: **21.027**

DUNS Number: **074494014**  
**GCB7UCV96NW6**

Total Amount of Award  
(Federal): **\$166,449**

*1144529-431001-64532*  
*5310 - ARP OPERATING GRANT*

.....  
**Federal Funded Programs:**

- ☐ 5303 Metropolitan Planning Grant
- ☐ 5307 Urbanized Area Formula Grant
- ☐ 5310 Enhanced Mobility of Seniors & Individuals with Disabilities Grant
- ☐ 5311 Community Transportation Rural Formula Grant
- ☐ 5311 Appalachian Development Transit Assistance Grant
- ☐ 5311f Intercity Bus Grant
- ☒ 5310 American Rescue Plan Act (ARP)
- ☐ 5311 American Rescue Plan Act (ARP)
- ☐ 5317 New Freedom Grant
- ☐ 5339 Bus and Bus Facility Grant



## MENTAL REQUEST FOR BUDGET ACTION

**To align budget with awarded funding through AA620 School Health Team Workforce**

Reviewed:

[illegible]

Alyssa Harris, MPH  
Public Health Director

Main Telephone: (704) 216-8777  
FAX: (704) 216-7991



Rowan County Health Department  
1811 East Innes Street – Salisbury, NC 28146-6030

July 20, 2022

Memo

From: Alyssa Harris, Public Health Director

To: Finance Department/Purchasing Department

The requested Budget Amendment is to align the budget with AA620 School Health Team Workforce awarded fundings for FY 23.

Kind Regards,

A handwritten signature in black ink, appearing to read "Alyssa Harris", is written over a horizontal line.

Alyssa Harris, Public Health Director

## Account Inquiry [Rowan County]

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## Account

Fund	1010	GEN FD	Acct	1010-51-5100-5100-5110-0000-000-4-431300-20032	
Org	1145110	HD ADM REV	Acct name	DISASTER RELIEF REIMBURSEMENT	
Object	431300	DIS REIMB	Type	Revenue	Status Active
Project	20032	School Health Team Wor Rollup	Sub-Rollup		
<input type="checkbox"/> MultiYr Fund					

[4 YEAR COMPARISON](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	-188,843.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	-188,843.00	.00	.00	.00
Actual (Memo)	-95,808.50	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	-93,034.50	.00	.00	.00
Percent used	50.73	.00	.00	.00

increase  
\$93,034



## Account Inquiry [Rowan County]

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## Account

Fund	1010	...	GEN FD	Acct	1010-51-5100-5100-5110-0000-000-4-431300-20032	
Org	1145110	...	HD ADM REV	Acct name	DISASTER RELIEF REIMBURSEMENT	
Object	431300	...	DIS REIMB	Type	Revenue	Status Active
Project	20032	...	School Health Team WorRollup	Sub-Rollup		
				<input type="checkbox"/> MultiYr Fund		

[4 YEAR COMPARISON](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	-188,843.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	-188,843.00	.00	.00	.00
Actual (Memo)	-95,808.50	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	-93,034.50	.00	.00	.00
Percent used	50.73	.00	.00	.00

increase  
\$93,034

# Division of Public Health Agreement Addendum FY 22-23

Page 1 of 6

Rowan County Public Health

Local Health Department Legal Name

620 ARPA COVID-19 School  
Health Team Workforce

Activity Number and Description

06/01/2022 – 05/31/2023

Service Period

07/01/2022 – 06/30/2023

Payment Period

☒ Original Agreement Addendum  
☐ Agreement Addendum Revision # \_\_\_\_\_

Women's & Children's Health/Children & Youth

DPH Section / Branch Name

Jenifer Simone, 919-218-1095

Jenifer.simone@dhhs.nc.gov

DPH Program Contact

(name, phone number, and email)

DPH Program Signature

Date

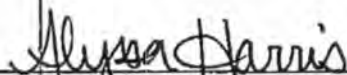
(only required for a negotiable agreement addendum)

I. **Background:**

On March 11, 2021, the President signed into law the American Rescue Plan Act (ARPA) of 2021 (P.L. 117-2). ARPA provides additional relief to address the continued impact of the Coronavirus Disease 2019 (COVID-19) pandemic on the economy; public health; state, tribal, local, and territorial (STLT) governments; individuals; and businesses. Under ARPA, the Centers for Disease Control and Prevention (CDC) activated CDC-RFA-TP18-1802 Cooperative Agreement for Emergency Response: Public Health Crisis Response<sup>1</sup> to support public health response to COVID-19. Funds from this act were designated to recruit, hire, establish, expand, train, and sustain a public health workforce, which includes school nurses and other school health professionals. Recipients will operate under a two-year budget process in order to allow time to develop solutions for a more sustained public health workforce.

School health is a recognized component of the public health effort for the school aged population. Public health and education are necessary partners in the operation of safe and healthy schools. Efforts should be taken to foster, grow and maintain the tie between public health and education in support of both COVID-19 response programs and other activities that improve population and individual health for students and school staff. In support of sustainable school health/public health programs, 25% of the state funds awarded for public health workforce development are designated to support school-based health program workforce development.

<sup>1</sup> <https://www.cdc.gov/cpr/readiness/funding-crisis.htm>

  
Maysa Harris

Health Director Signature

(use blue ink)

07/08/2022  
Date

Local Health Department to complete:  
(If follow-up information is needed by DPH)

LHD program contact name: MEREDITH LITTELL  
Phone number with area code: 704-246-8846  
Email address: meredith.littell@rowancountync.gov



## II. Purpose:

This Agreement Addendum provides temporary funding for the Local Health Department (LHD) to strengthen and maintain a strong and inclusive school health team (e.g., school nurse, health educator, school mental health professional, school social worker, and other school health-serving positions) to provide services to students; training and professional development for school health professionals; and other school health workforce capacity building measures as needed and allowable.

People in these positions will serve as members of a school-based health team, collaborating with local school health programs to provide COVID-19 response, recovery, and resiliency support in schools. These people will contribute to strengthening school health as part of a local health system ready for the next public health challenge. To achieve this, the LHD may apply these funds to support positions, training, or other capacity-building investments.

## III. Scope of Work and Deliverables:

The Local Health Department (LHD) shall:

1. Support the employment of one or more school health team workforce positions (e.g., school nurse, school social worker, health educator, mental health professional). Supporting positions may include supplementing the salaries of current positions to improve retention, recruiting, creating, and hiring of new student serving positions to fill gaps in the school-based health team, and/or contracting for positions to fill gaps in the school-based health team to provide and support other school health program activities that foster healthy students who are in school and ready to learn.
  - a. Establish position descriptions for the positions consistent with licensure requirements for the position, current position descriptions on the school-based health team, and professional requirements and standards of practice. In addition to position specific work expectations, descriptions should include:
    1. COVID-19 response and recovery related engagement in student and school health/public health efforts consistent with position type supported.
    2. The provision and support of other school health program activities that foster healthy students who are in school and ready to learn.
    3. Describing how the position contributes to a strong and inclusive school health workforce.
2. Support training and professional development opportunities for school health professionals and school faculty to strengthen the capacity of the school health workforce and ensure an inclusive and supportive professional environment. Descriptions of planned training and professional development investments should include:
  - a. How the investment relates to efforts to respond to or recover from COVID-19, including preparedness for future public health events
  - b. How the investment contributes to building a strong and inclusive school health workforce.
3. Make investments as needed to build school health workforce capacity (i.e., systems for managing data, technical assistance, or consulting contracts) to amplify the capacity of school health teams, such as removing barriers to services for students, improving efficiency and cohesiveness of team members, and supporting quality improvement activities. Provide descriptions of any capacity building investments, addressing the following:
  - a. How the investment relates to efforts to respond to or recover from COVID-19, including preparedness for future public health events
  - b. How the investment contributes to building a strong and inclusive school health workforce.



4. Adhere to the following service quality measures:

- a. Services are provided in accordance with standards established by the North Carolina Nurse Practice Act and the North Carolina Board of Nursing or licensing agency of the position type. The North Carolina School Health Program Manual, latest edition, shall be consulted as a resource, as well as the Scope and Standards of School Nursing developed by American Nurses Association and National Association of School Nurses.
- b. Services are provided in a culturally sensitive manner.
- c. Services are provided with adherence to federal law in relation to privacy of student records, following both HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act), as applicable. Where HIPAA and FERPA may appear to be in conflict, FERPA shall be followed regarding records that become part of the student's educational record; US Department of Education and North Carolina Department of Public Instruction guidelines are resources.

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

**1. Performance Measures**

- a. Hiring
  - 1. Supplement, employ, or contract for the employment of one or more school health team workforce positions.
  - 2. Upload job descriptions of all team members supported in full or in part with these funds into the Smartsheet Dashboard. (The URL is listed in Paragraph 2).
  - 3. Report on demographics of applicants and newly hired employees in Smartsheet Dashboard.
- b. Training
  - 1. Create, organize, or expand access to trainings that enhance the capacity toward strengthening the school health workforce.
  - 2. Upload training description and attendee data supported in full or in part with these funds into the Smartsheet Dashboard.
- c. Other capacity building investments:
  - 1. Reduce barriers and demonstrate how the investment improves school health workforce staff capability.
  - 2. Provide ease of reporting for school health team activities and services provided. Upload investment area description supported in full or in part with these funds into the Smartsheet Dashboard.

**2. Reporting Requirements**

Complete the following reports via the Smartsheet dashboard, which can be accessed 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 reports will report on the prior month. The reports will be monthly, starting with the June 2022 report, which is due by July 22, 2022.
- b. **Quarterly Performance Reports:** These will report about the prior quarter's progress on implementing the Agreement Addendum's required hiring of positions. The first progress report is due on October 24, 2022 and it must include an estimated timeline for completion of this

Agreement Addendum's FY 22-23 deliverables. The quarterly periods for these progress reports are defined as:

- June – September 2022 (4 months)
- October – December 2022 (3 months)
- January – March 2023 (3 months)
- April – May 2023 (2 months)

Each Quarterly Performance Report shall note whether LHD intends to hire the position directly, subcontract with a Community-Based Organization (e.g., a professional temporary employment agency) to fulfill the function, otherwise contract the position, or other. Other information provided by each report is to include:

1. Overall Goal and actual number of positions hired, both full time and part time. Race and ethnicity for applicants and actual staff hired shall be entered into Smartsheet according to CDC accepted protocol for race, ethnicity and gender including metrics on number of successful hires in relation to hiring goals.
2. Hiring activity type: direct hire, community-based organization hire, contracted hire, other.
3. Types of positions hired: If school nurse or school nurse extender positions are employed, activities provided by these positions shall be reported on the 2022-23 North Carolina Annual School Health and Charter School Health Surveys in December 2022 and June 2023. The link to this report will be provided by the Regional School Health Nurse Consultant (RSHNC).
4. Locations/school assignments of positions hired.
5. The due dates are posted on the Smartsheet dashboard.

V. **Performance Monitoring and Quality Assurance:**

1. The Children and Youth Branch will monitor the Local Health Department's performance according to the following plan:
  - a. The RSHNC will review Smartsheet financial reports and Aid-to-Counties draw-down reports to ensure that funds are spent according to allowable use on a monthly basis.
  - b. The RSHNC will monitor recruitment and hiring through Quarterly Performance Reports including review of position descriptions uploaded to Smartsheet.
  - c. The RSHNC will maintain regular contact (email, phone, and on-site) with the Local Health Department to review progress on contract deliverables at least quarterly.
  - d. Deliverables, as outlined in this Agreement Addendum, will also be monitored via reported data provided through the 2022-23 North Carolina Annual School Health and Charter School Health Surveys in December 2022 and June 2023.
  - e. An annual monitoring report will be completed by the DPH program staff (RSHNC) at the end of the year (May 2023), and a copy made available to the Local Health Director.

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. Allowable uses of funds include salary and fringe benefits, recruitment and hiring costs, staff development and training, IT hardware and software, equipment needed to perform the duties of the position, office supplies, utilities costs including internet, cell phones, travel and other costs associated with support of the expanded workforce to the extent these are not included in indirect costs.
3. Maintain all receipts and invoices for drawdowns that support the allowable use expenses which include salary and fringe benefits, recruitment and hiring costs, staff development and training, IT hardware and software, equipment needed to perform the duties of the position, office supplies, utilities costs including internet, cell phones, travel and other costs associated with support of the expanded workforce.
4. Seek prior approval from DPH program staff for any expenditure that is not consistent with allowable uses listed.
5. As the LHD is a subrecipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); the Consolidated Appropriations Act and the Coronavirus Response and Relief Supplement Appropriations Act, 2021 (P.L. 116-260) and/or the American Rescue Plan of 2021 [P.L. 117-2] the LHD agrees as applicable to the award, to:
  - a. Comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19;
  - b. In consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation);
  - c. Assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation. In addition, to the extent applicable, Recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC. HHS laboratory reporting guidance is posted at: <https://www.hhs.gov/sites/default/files/covid-19-laboratory-data-reporting-guidance.pdf>.
  - d. Consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the subrecipient is expected to provide to CDC, through NC DHHS, copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing.

- e. This award is contingent upon agreement by the subrecipient to comply with existing and future guidance from the HHS Secretary regarding control of the spread of COVID-19. In addition, recipient is expected to flow down these terms to any subaward, to the extent applicable to activities set out in such subaward.
2. In addition to their local procurement rules/policies, the LHD shall comply with the following rules, applying the most restrictive standard where there is a difference between any of the standards:
    - a. Federal Uniform Administrative Requirements for Procurement, 45 CFR Part 75 §75.327-335, [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75\\_1326](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75_1326)
    - b. Appendix II to Part 75—*Contract Provisions for Non-Federal Entity Contracts Under Federal Awards* may be found here for incorporation into procurement contracts: [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75\\_1521.ii](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75_1521.ii)
  3. Unallowable costs:
    - a. Research
    - b. Clinical Care
    - c. Publicity and propaganda (lobbying):
      1. Other than for normal and recognized executive-legislative relationships, no funds may be used for:
        - a. 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
        - b. 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
      2. See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients:  
[https://www.cdc.gov/grants/documents/Anti-Lobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)
    - d. All unallowable costs cited in CDC-RFA-CK19-1904 remain in effect, unless specifically amended, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, And Audit Requirements for HHS Awards.



FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 620

ARPA School Health Team Workforce

FAS Nbr + Reason: 1

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 93.354

Public Health Emergency Response: Public Health Crisis Response

IOC rate: n/a

FAIN: NU90TP922192

Is award R&D?: NO

Fed awd's total amt: \$ 62,340,758

Fed award project description: Cooperative Agreement for Emergency Resonse: Public Health Crisis and Prevention

Fed awd date + awarding agency: 05-19-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Alamance	MBM7W225N3W8	965194483	\$ 215,614	\$ 215,614
Albemarle	WAAV551PNMK3	130537822	\$ 668,845	\$ 668,845
Alexander	XVEEJSNY7UX9	030495105	\$ 89,668	\$ 89,668
Anson	PK8UYTSNJCC3	847163029	\$ 134,542	\$ 134,542
Appalachian	CD7BFHB8W539	780131541	\$ 203,860	\$ 203,860
Beaufort	RN1SXF04LXN6	091567776	\$ 95,352	\$ 95,352
Bladen	TLCTJWDJH1H9	084171628	\$ 152,727	\$ 152,727
Brunswick	MJBMXLN9NJT5	091571349	\$ -	\$ -
Buncombe	W5TCDKMLHE69	879203560	\$ 202,174	\$ 202,174
Burke	G855APCNL591	883321205	\$ 168,001	\$ 168,001
Cabarrus	RXDNEJKJFU7	143408289	\$ 276,598	\$ 276,598
Caldwell	HL4FGNJNGE97	948113402	\$ 120,758	\$ 120,758
Carteret	UC6WJ2MQMJS8	058735804	\$ 87,009	\$ 87,009
Caswell	JDJ7Y7CGYC86	077846053	\$ 70,021	\$ 70,021
Catawba	GYUNA9W1NFM1	083677138	\$ 159,363	\$ 159,363
Chatham	KE57QE2GV5F1	131356607	\$ 100,623	\$ 100,623
Cherokee	DCEGK6HA11M5	130705072	\$ -	\$ -
Clay	HYKLQVNWXLK7	145058231	\$ 30,338	\$ 30,338
Cleveland	UWMUYMPVL483	879924850	\$ 112,741	\$ 112,741
Columbus	V1UAJ4L87WQ7	040040016	\$ 168,551	\$ 168,551
Craven	LTZ2U8LZQ214	091564294	\$ 168,471	\$ 168,471
Cumberland	HALND8WJ3GW4	123914376	\$ 383,842	\$ 383,842
Dare	ELV6JGB11QK6	082358631	\$ 46,294	\$ 46,294
Davidson	C9P5MDJC7KY7	077839744	\$ 206,123	\$ 206,123
Davie	L8WBGLHZV239	076526651	\$ 82,730	\$ 82,730
Duplin	KZN4GK5262K3	095124798	\$ 195,240	\$ 195,240
Durham	LJ5BA6U2HLM7	088564075	\$ 262,706	\$ 262,706
Edgecombe	MAN4LX44AD17	093125375	\$ 163,995	\$ 163,995
Foothills	NGTEF2MQ8LL4	782359004	\$ 236,824	\$ 236,824
Forsyth	V6BGVQ67YPY5	105316439	\$ 380,910	\$ 380,910
Franklin	FFKTRQCNN143	084168632	\$ 106,892	\$ 106,892
Gaston	QKY9R8A8D5J6	071062186	\$ 235,245	\$ 235,245
Graham	L8MAVKQJTYN7	020952383	\$ 70,901	\$ 70,901
Granville-Vance	MGQJJK22EJ83	063347626	\$ 277,774	\$ 277,774
Greene	VCU5LD71N9U3	091564591	\$ 164,892	\$ 164,892
Guilford	YBEQWGFJPMJ3	071563613	\$ 473,213	\$ 473,213
Halifax	MRL8MYNJ3Y5	014305957	\$ 157,660	\$ 157,660
Harnett	JBD0CD9V41BX7	091565986	\$ 120,328	\$ 120,328
Haywood	DQHZEVAV95G5	070620232	\$ -	\$ -
Henderson	TG5AR81JLQ5	085021470	\$ -	\$ -
Hoke	C1GWSADARX51	091563643	\$ -	\$ -
Hyde	T2RSYN36NN64	832526243	\$ -	\$ -
Iredell	XTNRLKJLA4S9	074504507	\$ -	\$ -

**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **620**

**ARPA School Health Team Workforce**

FAS Nbr + Reason: **1**

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: **93.354**

Public Health Emergency Response: Public Health Crisis Response

IOC rate: n/a

FAIN: **NU90TP922192**

Is award R&D?: NO

Fed awd's total amt: \$ **62,340,758**

Fed award project description: Cooperative Agreement for Emergency Response: Public Health Crisis and Prevention

Fed awd date + awarding agency: 05-19-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Funds from the federal grant listed above	For the entire Activity, the of all total federal funds
Jackson	X7YWY6ZP574	019728518	\$ 76,659	\$ 76,659
Johnston	SYGAGEFDHYR7	097599104	\$ 266,415	\$ 266,415
Jones	HE3NNNUE27M7	095116935	\$ 114,931	\$ 114,931
Lee	F6A8UC99JWJ5	067439703	\$ 157,465	\$ 157,465
Lenoir	QKUFLL37VPGH6	042789748	\$ 191,823	\$ 191,823
Lincoln	UGGQGS5KBGJ5	086869336	\$ -	\$ -
Macon	LLPJBCL6N2LL3	070626825	\$ 60,536	\$ 60,536
Madison	YQ96F8BJYTJ9	031052873	\$ -	\$ -
MTW	ZKK5GNNRBBY6	087204173	\$ 316,935	\$ 316,935
Mecklenburg	EZ15XL6BMM68	074498353	\$ 865,611	\$ 865,611
Montgomery	E78ZAJM3BFL3	025384603	\$ -	\$ -
Moore	HFNSK95FS7Z8	050988146	\$ -	\$ -
Nash	NF58K566HQM7	050425677	\$ -	\$ -
New Hanover	F7TLT2GMEJE1	040029563	\$ -	\$ -
Northampton	CRA2KCAL8BA4	097594477	\$ -	\$ -
Onslow	EGE7NBXW5JS6	172663270	\$ 225,924	\$ 225,924
Orange	GFFMCW9XDA53	091575191	\$ 164,360	\$ 164,360
Pamlico	FT59QFEAU344	097600456	\$ 84,537	\$ 84,537
Pender	T11BE67BU9P5	100955413	\$ 104,598	\$ 104,598
Person	FQ8LFJGMABJ4	091563718	\$ 108,006	\$ 108,006
Pitt	VZNPMLCFTSR6	080889694	\$ 214,091	\$ 214,091
Polk	QZ6BZPGLX4Y9	079067930	\$ 53,981	\$ 53,981
Randolph	T3BUM1CVS9N5	027873132	\$ -	\$ -
Richmond	Q63FZNTJM3M4	070621339	\$ 147,431	\$ 147,431
Robeson	LKBEJQFLAAK5	082367871	\$ 2,535	\$ 2,535
Rockingham	KGCCCHJJZZ43	077847143	\$ 138,273	\$ 138,273
Rowan	GCB7UCV96NW6	074494014	\$ 93,034	\$ 93,034
Sampson	WRT9CSK1KJY5	025573975	\$ 164,137	\$ 164,137
Scotland	FNVTUQ6CHM5	091564146	\$ 164,861	\$ 164,861
Stanly	U86MZUYPL7C5	131060829	\$ 100,034	\$ 100,034
Stokes	W41TRA3NUNS1	085442705	\$ 58,599	\$ 58,599
Surry	FMWCTM24C9J8	077821858	\$ 145,793	\$ 145,793
Swain	TAE3M92L4QR4	146437553	\$ 98,306	\$ 98,306
Toe River	JUA6GAUQ9UM1	113345201	\$ 120,701	\$ 120,701
Transylvania	W51VGHGM8945	030494215	\$ 41,471	\$ 41,471
Union	LHMKBD4AGRJ5	079051637	\$ 261,457	\$ 261,457
Wake	FTJ2WJPLWMJ3	019625961	\$ -	\$ -
Warren	TLNAUSCNHSU5	030239953	\$ 120,224	\$ 120,224
Wayne	DACFHCCLQKMS1	040036170	\$ 229,304	\$ 229,304
Wilkes	M14KKHY2NNR3	067439950	\$ 124,848	\$ 124,848
Wilson	ME2DJHMYWG55	075585695	\$ 181,755	\$ 181,755
Yadkin	PLCDT7JFA8B1	089910624	\$ 106,779	\$ 106,779
Yancey	M4SJK9AKVEZ8		\$ 61,484	\$ 61,484



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DPH-Ald-To-Counties

For Fiscal Year: 22/23

Budgetary Estimate Number : 2

Activity 620	AA	1332 535A YM		Proposed Total	New Total
Service Period		06/01-05/31	Total Allocated		
Payment Period		07/01-06/30			
01 Alamance	* 0	215,614	\$0.00	215,614	215,614
01 Albemarle	* 0	668,845	\$0.00	668,845	668,845
02 Alexander	* 0	89,668	\$0.00	89,668	89,668
04 Anson	* 0	134,542	\$0.00	134,542	134,542
02 Appalachian	* 0	203,860	\$0.00	203,860	203,860
07 Beaufort	* 0	95,352	\$0.00	95,352	95,352
09 Bladen	* 0	152,727	\$0.00	152,727	152,727
10 Brunswick		0	\$0.00	0	0
11 Buncombe	* 0	202,174	\$0.00	202,174	202,174
12 Burke	* 0	168,001	\$0.00	168,001	168,001
13 Cabarrus	* 0	276,598	\$0.00	276,598	276,598
14 Caldwell	* 0	120,756	\$0.00	120,756	120,756
16 Carteret	* 0	87,009	\$0.00	87,009	87,009
17 Caswell	* 0	70,021	\$0.00	70,021	70,021
18 Catawba	* 0	159,363	\$0.00	159,363	159,363
19 Chatham	* 0	100,623	\$0.00	100,623	100,623
20 Cherokee		0	\$0.00	0	0
22 Clay	* 0	30,336	\$0.00	30,336	30,336
23 Cleveland	* 0	112,741	\$0.00	112,741	112,741
24 Columbus	* 0	168,551	\$0.00	168,551	168,551
25 Craven	* 0	168,471	\$0.00	168,471	168,471
26 Cumberland	* 0	383,842	\$0.00	383,842	383,842
28 Dare	* 0	46,294	\$0.00	46,294	46,294
29 Davidson	* 0	206,123	\$0.00	206,123	206,123
30 Davie	* 0	82,730	\$0.00	82,730	82,730
31 Duplin	* 0	195,240	\$0.00	195,240	195,240
32 Durham	* 0	262,706	\$0.00	262,706	262,706
33 Edgecombe	* 0	163,995	\$0.00	163,995	163,995
07 Foothills	* 0	236,824	\$0.00	236,824	236,824

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WcGridPrint

34 Forsyth	*	0	380,910	\$0.00	380,910	380,910
35 Franklin	*	0	106,892	\$0.00	106,892	106,892
36 Gaston	*	0	235,245	\$0.00	235,245	235,245
38 Graham	*	0	70,901	\$0.00	70,901	70,901
D3 Gran-Vance	*	0	277,774	\$0.00	277,774	277,774
40 Greene	*	0	164,892	\$0.00	164,892	164,892
41 Guilford	*	0	473,213	\$0.00	473,213	473,213
42 Halifax	*	0	157,660	\$0.00	157,660	157,660
43 Harnett	*	0	120,328	\$0.00	120,328	120,328
44 Haywood			0	\$0.00	0	0
45 Henderson			0	\$0.00	0	0
47 Hoke			0	\$0.00	0	0
48 Hyde			0	\$0.00	0	0
49 Iredell			0	\$0.00	0	0
50 Jackson	*	0	76,659	\$0.00	76,659	76,659
51 Johnston	*	0	266,415	\$0.00	266,415	266,415
52 Jones	*	0	114,931	\$0.00	114,931	114,931
53 Lee	*	0	157,465	\$0.00	157,465	157,465
54 Lenoir	*	0	191,823	\$0.00	191,823	191,823
55 Lincoln			0	\$0.00	0	0
56 Macon	*	0	60,536	\$0.00	60,536	60,536
57 Madison			0	\$0.00	0	0
D4 M-T-W	*	0	316,935	\$0.00	316,935	316,935
60 Mecklenburg	*	0	865,611	\$0.00	865,611	865,611
62 Montgomery			0	\$0.00	0	0
63 Moore			0	\$0.00	0	0
64 Nash			0	\$0.00	0	0
65 New Hanover			0	\$0.00	0	0
66 Northampton			0	\$0.00	0	0
67 Onslow	*	0	225,924	\$0.00	225,924	225,924
68 Orange	*	0	164,360	\$0.00	164,360	164,360
69 Pamlico	*	0	84,537	\$0.00	84,537	84,537
71 Pender	*	0	104,598	\$0.00	104,598	104,598
73 Person	*	0	108,006	\$0.00	108,006	108,006
74 Pitt	*	0	214,091	\$0.00	214,091	214,091
75 Polk	*	0	53,981	\$0.00	53,981	53,981
76 Randolph			0	\$0.00	0	0

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WebGridPrint

77 Richmond	*	0	147,431	\$0.00	147,431	147,431
78 Robeson	*	0	2,535	\$0.00	2,535	2,535
79 Rockingham	*	0	138,273	\$0.00	138,273	138,273
80 Rowan	*	0	93,034	\$0.00	93,034	93,034
82 Sampson	*	0	164,137	\$0.00	164,137	164,137
83 Scotland	*	0	164,861	\$0.00	164,861	164,861
84 Stanly	*	0	100,034	\$0.00	100,034	100,034
85 Stokes	*	0	58,599	\$0.00	58,599	58,599
86 Surry	*	0	145,793	\$0.00	145,793	145,793
87 Swain	*	0	98,306	\$0.00	98,306	98,306
D6 Toe River	*	0	182,185	\$0.00	182,185	182,185
88 Transylvania	*	0	41,471	\$0.00	41,471	41,471
90 Union	*	0	261,457	\$0.00	261,457	261,457
92 Wake			0	\$0.00	0	0
93 Warren	*	0	120,224	\$0.00	120,224	120,224
96 Wayne	*	0	229,304	\$0.00	229,304	229,304
97 Wilkes	*	0	124,848	\$0.00	124,848	124,848
98 Wilson	*	0	181,755	\$0.00	181,755	181,755
99 Yadkin	*	0	106,779	\$0.00	106,779	106,779
00 Yancey			0	\$0.00	0	0
Totals			12,157,723	0	12,157,723	12,157,723

Sign and Date	DPH Program Administrator <i>Danella Matsula</i>	signing for Anne Odusanya	6/24/22	Sign and Date - DPH Section Chief <i>Sarah Dozier</i>	6/24/22
Sign and Date	DPH Budget Office - ATC Coordinator <i>Leif Griffin</i>	6/24/22	Sign and Date - DPH Budget Officer <i>S. Smith</i>	6/24/2022	

SH 6/24/2022

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DPH-Aid-To-Counties

For Fiscal Year: 22/23

Budgetary Estimate Number : 3

WicGndPrint

Activity 620	AA	1332 535A YM	Total Allocated	1332 535A YM	Total Allocated	Proposed Total	New Total
Service Period		06/01-05/31		07/01-05/31			
Payment Period		07/01-06/30		08/01-06/30			
01 Alamance		0	\$215,614.00	0	\$0.00	0	215,614
01 Albemarle		0	\$668,645.00	0	\$0.00	0	668,645
02 Alexander		0	\$89,668.00	0	\$0.00	0	89,668
04 Anson		0	\$134,542.00	0	\$0.00	0	134,542
02 Appalachian		0	\$203,660.00	0	\$0.00	0	203,660
07 Beaufort		0	\$95,352.00	0	\$0.00	0	95,352
09 Bladen		0	\$152,727.00	0	\$0.00	0	152,727
10 Brunswick		0	\$0.00	0	\$0.00	0	0
11 Buncombe		0	\$202,174.00	0	\$0.00	0	202,174
12 Burke		0	\$168,001.00	0	\$0.00	0	168,001
13 Cabarrus		0	\$276,598.00	0	\$0.00	0	276,598
14 Caldwell		0	\$120,758.00	0	\$0.00	0	120,758
16 Carteret		0	\$87,009.00	0	\$0.00	0	87,009
17 Caswell		0	\$70,021.00	0	\$0.00	0	70,021
18 Catawba		0	\$159,383.00	0	\$0.00	0	159,383
19 Chatham		0	\$100,623.00	0	\$0.00	0	100,623
20 Cherokee		0	\$0.00	0	\$0.00	0	0
22 Clay		0	\$30,338.00	0	\$0.00	0	30,338
23 Cleveland		0	\$112,741.00	0	\$0.00	0	112,741
24 Columbus		0	\$168,551.00	0	\$0.00	0	168,551
25 Craven		0	\$168,471.00	0	\$0.00	0	168,471
26 Cumberland		0	\$383,842.00	0	\$0.00	0	383,842
28 Dare		0	\$46,294.00	0	\$0.00	0	46,294
29 Davidson		0	\$206,123.00	0	\$0.00	0	206,123
30 Davie		0	\$82,730.00	0	\$0.00	0	82,730
31 Duplin		0	\$195,240.00	0	\$0.00	0	195,240
32 Durham		0	\$262,706.00	0	\$0.00	0	262,706
33 Edgecombe		0	\$163,995.00	0	\$0.00	0	163,995
07 Foothills		0	\$236,824.00	0	\$0.00	0	236,824

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WicGridPrint

34 Forsyth		0	\$380,910.00	0	\$0.00	0	380,910
35 Franklin		0	\$106,892.00	0	\$0.00	0	106,892
36 Gaston		0	\$235,245.00	0	\$0.00	0	235,245
38 Graham		0	\$70,901.00	0	\$0.00	0	70,901
D3 Gran-Vance		0	\$277,774.00	0	\$0.00	0	277,774
40 Greene		0	\$164,892.00	0	\$0.00	0	164,892
41 Guilford		0	\$473,213.00	0	\$0.00	0	473,213
42 Halifax		0	\$157,660.00	0	\$0.00	0	157,660
43 Harnett		0	\$120,328.00	0	\$0.00	0	120,328
44 Haywood		0	\$0.00	0	\$0.00	0	0
45 Henderson		0	\$0.00	0	\$0.00	0	0
47 Hoke		0	\$0.00	0	\$0.00	0	0
48 Hyde		0	\$0.00	0	\$0.00	0	0
49 Iredell		0	\$0.00	0	\$0.00	0	0
50 Jackson		0	\$76,659.00	0	\$0.00	0	76,659
51 Johnston		0	\$266,415.00	0	\$0.00	0	266,415
52 Jones		0	\$114,931.00	0	\$0.00	0	114,931
53 Lee		0	\$157,465.00	0	\$0.00	0	157,465
54 Lenoir		0	\$191,623.00	0	\$0.00	0	191,623
55 Lincoln		0	\$0.00	0	\$0.00	0	0
56 Macon		0	\$60,536.00	0	\$0.00	0	60,536
57 Madison		0	\$0.00	0	\$0.00	0	0
D4 M-T-W		0	\$316,935.00	0	\$0.00	0	316,935
60 Mecklenburg		0	\$855,611.00	0	\$0.00	0	855,611
62 Montgomery		0	\$0.00	0	\$0.00	0	0
63 Moore		0	\$0.00	0	\$0.00	0	0
64 Nash		0	\$0.00	0	\$0.00	0	0
65 New Hanover		0	\$0.00	0	\$0.00	0	0
66 Northampton		0	\$0.00	0	\$0.00	0	0
67 Onslow		0	\$225,924.00	0	\$0.00	0	225,924
68 Orange		0	\$164,360.00	0	\$0.00	0	164,360
69 Pamlico		0	\$84,537.00	0	\$0.00	0	84,537
71 Pender		0	\$104,598.00	0	\$0.00	0	104,598
73 Person		0	\$108,006.00	0	\$0.00	0	108,006
74 Pitt		0	\$214,091.00	0	\$0.00	0	214,091
75 Polk		0	\$53,981.00	0	\$0.00	0	53,981
76 Randolph		0	\$0.00	0	\$0.00	0	0

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WicGridPrint

77 Richmond			0	\$147,431.00	0	\$0.00	0	147,431
78 Robeson			0	\$2,535.00	0	\$0.00	0	2,535
79 Rockingham			0	\$138,273.00	0	\$0.00	0	138,273
80 Rowan			0	\$93,034.00	0	\$0.00	0	93,034
82 Sampson			0	\$164,137.00	0	\$0.00	0	164,137
83 Scotland			0	\$164,861.00	0	\$0.00	0	164,861
84 Stanly			0	\$100,034.00	0	\$0.00	0	100,034
85 Stokes			0	\$58,599.00	0	\$0.00	0	58,599
86 Surry			0	\$145,793.00	0	\$0.00	0	145,793
87 Swain			0	\$98,306.00	0	\$0.00	0	98,306
D6 Toe River	*	0	-61,484	\$182,185.00	0	\$0.00	-61,484	120,701
88 Transylvania			0	\$41,471.00	0	\$0.00	0	41,471
90 Union			0	\$261,457.00	0	\$0.00	0	261,457
92 Wake			0	\$0.00	0	\$0.00	0	0
93 Warren			0	\$120,224.00	0	\$0.00	0	120,224
96 Wayne			0	\$229,304.00	0	\$0.00	0	229,304
97 Wilkes			0	\$124,848.00	0	\$0.00	0	124,848
98 Wilson			0	\$181,755.00	0	\$0.00	0	181,755
99 Yadkin			0	\$106,779.00	0	\$0.00	0	106,779
00 Yancey	*	0	0	\$0.00	61,484	\$0.00	61,484	61,484
Totals			-61,484	12,157,723	61,484	0	0	12,157,723

Sign and Date - DPH Program Administrator <i>Anne Odusanya</i> 7/5/22	Sign and Date - DPH Section Chief <i>[Signature]</i> 7/5/22
Sign and Date - DPH Budget Office - ATC Coordinator <i>Sam McGee</i> 7/5/22	Sign and Date - <i>S. [Signature]</i> 7/6/2022

SH 7/6/2022





Alyssa Harris, MPH  
Public Health Director

Main Telephone: (704) 216-8777  
FAX: (704) 216-7991

**ROWAN COUNTY**  
**PUBLIC HEALTH**  
Prevent. Promote. Protect.  
*Be an original.*

Rowan County Health Department  
1811 East Innes Street - Salisbury, NC 28146-6030

July 22, 2022

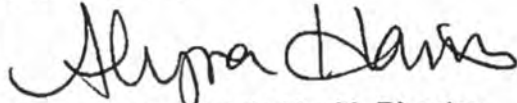
Memo

From: Alyssa Harris, Public Health Director

To: Finance Department/Purchasing Department

The requested Budget Amendment is to align the budget per AA543 ELC Enhancing Detection Activities awarded funding.

Kind Regards,



Alyssa Harris, Public Health Director

ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO

2023 BUDGET YEAR

Key in gray sections only.

Department Name					
Position Title					
Hours (per week)		Increase	\$ 3,312.00	Grade	
Position Title, Salary, Grade - confirmed with Human Resources:			Yes	No	

<u>Salary / Benefits</u>		Total Cost	Federal / State Reimbursement	Other Revenue	New County Funds Requested
Salary		\$ 42,559.00	\$ -	\$ -	\$ 42,559.00
	\$910 /				
Health Insurance	Mo	10,920.00	-	-	10,920.00
Medicare	1.45%	618.00	-	-	620.00
Retirement	10.21%	4,346.00	-	-	4,350.00
Social Security	6.20%	2,639.00	-	-	2,640.00
Workers Comp (Varies)	2.30%	979.00	-	-	980.00
401(k)	3.00%	1,277.00	-	-	1,280.00
Total Salary / Benefits		63,338.00	-	-	63,349.00
<u>Other Costs</u>					
Desk		-	-	-	-
Chair		-	-	-	-
Side chairs		-	-	-	-
Telephone		-	-	-	-
Computer		-	-	-	-
Bookcase		-	-	-	-
Vehicle		-	-	-	-
Travel		-	-	-	-
Training		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
Total Equipment Costs		-	-	-	-
Total Cost		\$ 63,338.00	\$ -	\$ -	\$ 63,349.00



20019

## Division of Public Health Agreement Addendum FY 22-23

Page 1 of 8

Rowan County Public Health  
Local Health Department Legal Name

543 ELC Enhancing Detection Activities  
Activity Number and Description

06/01/2022 – 05/31/2023

Service Period

07/01/2022 – 06/30/2023

Payment Period

- ☒ Original Agreement Addendum  
☐ Agreement Addendum Revision # \_\_\_\_\_

Epidemiology / Communicable Disease Branch  
DPH Section / Branch Name

Vanessa M. Gailor 919-546-1658  
vanessa.greene@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 primary mission of the Communicable Disease Branch (CDB) is to reduce morbidity and mortality resulting from communicable diseases that are a significant threat to the public through detection, investigation, testing, treatment, tracking, control, education, and care activities to improve the health of people in North Carolina.

As part of the "Paycheck Protection Program and Health Care Enhancement Act of 2020 (P.L. 116-139, Title I)", the ELC has awarded a total of \$10.25 billion dollars to their recipient base in a program-initiated component funding under the Emerging Issues (E) Project of CK19-1904, henceforth, "ELC Enhancing Detection" supplement. These funds are broadly intended to provide critical resources to state, local, and territorial health departments in support of a broad range of COVID-19/SARS-CoV-2 testing and epidemiologic surveillance related activities. Direct recipients are limited to existing jurisdictions covered under CK19-19041. Ongoing monitoring of milestones and performance measures will be utilized to gauge progress toward successful completion of priority activities supported with these funds.

The Division of Public Health (DPH), Communicable Disease Branch (CDB), is continuing allocation of these "Enhancing Detection" funds to all local health departments.

### II. Purpose:

This Activity provides complementary funding to the Local Health Department in order for it to leverage and build upon existing ELC infrastructure that emphasizes the coordination and critical integration of laboratory with epidemiology and health information systems, thus maximizing the public

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: \_\_\_\_\_

Phone and email address: \_\_\_\_\_

Signature on this page signifies you have read and accepted all pages of this document. Template rev. August 2021

health impact of available resources. These additional resources, by law, are intended to “prevent, prepare for, and respond to coronavirus” by supporting testing, case investigation and contact tracing, surveillance, containment, and mitigation. Such activities may include support for workforce, epidemiology, use by employers, elementary and secondary schools, child care facilities, institutions of higher education, long-term care facilities, or in other settings, scale up of testing by public health, academic, commercial, and hospital laboratories, and community-based testing sites, mobile testing units, health care facilities, and other entities engaged in COVID-19 testing, and other activities related to COVID-19 testing, case investigation and contact tracing, surveillance, containment, and mitigation (including interstate compacts or other mutual aid agreements for such purposes).

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

**All of the activities the Local Health Department performs under this Agreement Addendum shall be informed by the NC DHHS COVID-19 Guidance for Health Care Providers and local health departments.<sup>1</sup>**

For each of the six activities listed below (Paragraphs 1 through 6), the Local Health Department (LHD) shall identify and address **one or more** of the allowable activities listed, with an emphasis on testing and tracing:

#### **1. Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity**

- a. Build expertise for healthcare and community outbreak response and infection prevention and control (IPC) among local health departments.
- b. Train and hire staff to improve the capacities of the epidemiology and informatics workforce to effectively conduct surveillance and response of COVID-19 (including contact tracing) and other conditions of public health significance.
- c. Build expertise to support management of the COVID-19 related activities within the jurisdiction (e.g., additional leadership, program and project managers, budget staff).
- d. Increase capacity for timely data management, analysis, and reporting for COVID-19 and other conditions of public health significance.

#### **2. Strengthen Community Laboratory Testing**

- a. Establish or expand capacity to quickly, accurately and safely test for SARS-CoV-2 among all symptomatic individuals, and secondarily expand capacity to achieve community-based surveillance, including testing of asymptomatic individuals.
  1. Strengthen ability to quickly scale testing as necessary to ensure that optimal utilization of existing and new testing platforms can be supported to help meet increases in testing demand in a timely manner.
  2. Build local capacity for testing of SARS-CoV-2 including within high-risk settings or in vulnerable populations that reside in their communities.
- b. Enhance laboratory testing capacity for SARS-CoV-2 outside of public health laboratories.
  1. Establish or expand capacity to coordinate with public/private laboratory testing providers, including those that assist with surge and with testing for high-risk environments.

<sup>1</sup> <https://www.ncdhhs.gov/divisions/public-health/covid19/covid-19-guidance#all-guidance-for-health-care-providers-and-local-health-departments>



2. Secure and/or utilize mobile laboratory units, or other methods to provide point-of-care (POC) testing at public health-led clinics or non-traditional test sites (e.g., homeless shelters, food processing plants, prisons, Long Term Care Facilities [LTCFs]).
- c. Enhance data management and analytic capacity in public health laboratories to help improve efficiencies in operations, management, testing, and data sharing.
  1. Improve efficiencies in laboratory operations and management using data from throughput, staffing, billing, supplies, and orders.
  2. Improve the capacity to analyze laboratory data to help understand and make informed decisions about issues such as gaps in testing and community mitigation efforts. Data elements such as tests ordered and completed (including by device/platform), rates of positivity, source of samples, type will be used to create data visualizations that will be shared with the public, state health department, and community partners.

### **3. Advance Electronic Data Exchange at Public Health Labs**

- a. Enhance and expand laboratory information infrastructure, to improve jurisdictional visibility on laboratory data (tests performed) from all testing sites and enable faster and more complete data exchange and reporting.
  1. Enhance laboratory test ordering and reporting capability.
    - a. 100% of results must be reported with key demographic variables including age/gender/race via NCCOVID.
    - b. Report all testing to the state health department using NCCOVID.

### **4. Improve Surveillance and Reporting of Electronic Health Data**

- a. Use NCCOVID to ensure complete, up-to-date, automated reporting of morbidity and mortality to NC DPH of COVID-19 and other conditions of public health significance by:
  1. Establishing or enhancing community-based surveillance, including surveillance of vulnerable populations, individuals without severe illness, those with recent travel to high-risk locations, or who are contacts to known cases.
  2. Monitoring changes to daily incidence rates of COVID-19 and other conditions of public health significance at the county or zip code level to inform community mitigation strategies.
- b. Establish complete, up-to-date, timely, automated reporting of individual-level data through electronic case reporting to NC DPH via NCCOVID
  1. At the health department, enhance capacity to work with testing facilities to onboard and improve electronic laboratory reporting (ELR), including to receive data from new or non-traditional testing settings. Use alternative data flows and file formats (e.g., CSV or XLS) to help automate where appropriate. In addition to other reportable results, this should include all COVID-19/SARS-CoV-2-related testing data (i.e., tests to detect SARS-CoV-2 including serology testing).
  2. Assist NC DPH in the process of automating the receiving of electronic health record (EHR) data, including electronic case reporting (eCR) and fast healthcare interoperability resources (FHIR)-based eCR to generate initial case reports as specified by NC DPH for the reportable disease within 24 hours and to update over time within 24 hours of a change in information contained in the CDC-directed case report, including death.
  3. Utilize eCR data to ensure data completeness, establish comprehensive morbidity and mortality surveillance, and help monitor the health of the community and inform decisions for the delivery of public health services.



- c. Improve understanding of capacity, resources, and patient impact at healthcare facilities through electronic reporting.
  - 1. Assist NC DPH with required expansion of reporting facility capacity, resources, and patient impact information, such as patients admitted and hospitalized, in an electronic, machine-readable, as well as human-readable visual, and tabular manner, to achieve 100% coverage in jurisdiction and include daily data from all acute care, long-term care, and ambulatory care settings. Use these data to monitor facilities with confirmed cases of COVID-19/SARS-CoV-2 infection or with COVID-like illness among staff or residents and facilities at high risk of acquiring COVID-19/SARS-CoV-2 cases and COVID-like illness among staff or residents.
- d. Enhance systems for flexible data collection, reporting, analysis, and visualization.
  - 1. Make data on case, syndromic, laboratory tests, hospitalization, and healthcare capacity available on health department websites at the county/zip code level in a visual and tabular manner.
- e. Establish or improve systems to ensure complete, accurate and immediate (within 24 hours) data transmission to NCCOVID and open website available to the public by county and zip code, that allows for automated transmission of data to NC DPH via NCCOVID.
  - 1. Track via NC DETECT 100% of emergency department and outpatient visits for COVID-like illness, as well as other syndromes/illnesses, to CDC.
  - 2. Submit all case reports in an immediate, automated way to CDC for COVID-19/SARS-CoV-2 and other conditions of public health significance with associated required data fields via NCCOVID.
  - 3. Provide accurate accounting of COVID-19/SARS-CoV-2 associated deaths. Establish electronic, automated, immediate death reporting to CDC with associated required data fields via NCCOVID.
  - 4. Report requested COVID-19/SARS-CoV-2-related data, including line level testing data (negatives, positives, indeterminants, serology, antigen, nucleic acid) daily by county or zip code to NCCOVID.
  - 5. Establish these systems in such a manner that they may be used on an ongoing basis for surveillance of, and reporting on, other threats to the public health and conditions of public health significance.
- f. Integrate existing LHD electronic health records (EHR) into CVMS Direct.
 

CVMS is the COVID-19 Vaccine Management System; CVMS Direct is an integration solution offering for Providers to connect COVID-19 vaccination records with CVMS. Providers submit a standardized flat file from their Electronic Health Records (EHRs) that pass through the Health Information Exchange (HIE) and are loaded directly to CVMS. This NC COVID-19 Vaccine Reporting file (NCVR) contains patient information that complies with today's CVMS workflow across patient registration and vaccination recording, along with appropriate inventory reduction. Before the LHD can use the CVMS Direct integration solution, the LHD will need to finalize legal agreements with the HIE, establish connectivity, complete file validations, and pass testing criteria before they can use the CVMS Direct integration. The North Carolina Health Information Exchange Authority (NC HIEA) is responsible for CVMS Direct. Any local health department interested in using CVMS Direct will need to contact NC HIEA at [hiea@nc.gov](mailto:hiea@nc.gov).

## 5. Use Laboratory Data to Enhance Investigation, Response and Prevention

- a. Use laboratory data to initiate case investigations, conduct contact tracing and follow-up, and implement containment measures.



1. Conduct necessary contact tracing including contact elicitation/identification, contact notification, and contact follow-up. Activities could include traditional contact tracing and/or proximity/location-based methods, as well as methods adapted for healthcare-specific and congregate settings.
2. Utilize tools (e.g., geographic information systems and methods) that assist in the rapid mapping and tracking of disease cases for timely and effective epidemic monitoring and response, incorporating laboratory testing results and other data sources.
3. Identify cases and exposure to COVID-19 in high-risk settings or within vulnerable populations to target mitigation strategies.
  - a. Assess and monitor infections in healthcare workers across the healthcare spectrum.
  - b. Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within high-risk healthcare facilities (e.g., hospitals, dialysis clinics, cancer clinics, nursing homes, and other LTCFs).
  - c. Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within high-risk employment settings (e.g., meat processing facilities), congregate living settings (e.g., prisons, youth homes, shelters), and educational settings (e.g., K-12 schools, colleges and universities).
  - d. Work with NC DPH to build local capacity for reporting, rapid containment and prevention of COVID-19/SARS-CoV-2 within high-risk settings or in vulnerable populations that reside in their communities.
- b. Implement prevention strategies in high-risk settings or within vulnerable populations (including tribal nations) including proactive monitoring for asymptomatic case detection and increasing opportunities for vaccination of historically marginalized populations and the community. Continue working collaboratively with partners including consideration of funding to address health equity needs of the community. Examples of partners may include but are not limited to:
  1. Tribal affiliates and community-based organizations colleges and universities;
  2. Occupational health settings for large employers;
  3. Churches or religious or faith-based institutions;
  4. Federally Qualified Health Centers (FQHCs), including Community Health Centers (CHCs);
  5. Pharmacies;
  6. Long-term care facilities (LTCFs), including independent living facilities, assisted living centers, and nursing homes;
  7. Organizations and businesses that employ critical workforce;
  8. First responder organizations;
  9. Non-traditional providers and locations that serve high-risk populations; and other partners that serve underserved populations.
- c. Build capacity for infection prevention and control in LTCFs (e.g., at least one Infection Preventionist [IP] for every facility) and outpatient settings.
  1. Build capacity to safely house and isolate infected and exposed residents of LTCFs and other congregate settings.
  2. Develop interoperable patient safety information exchange systems.

- d. Assist with enrollment of all LTCFs into NHSN.
- e. Increase Infection Prevention and Control (IPC) assessment capacity onsite using tele-ICAR.
- f. Perform preparedness assessment to ensure interventions are in place to protect high-risk populations.
  - 1. Coordinate as appropriate with federally funded entities responsible for providing health services to vulnerable populations (e.g., tribal nations and federally qualified health centers).

#### 6. Coordinate and Engage with Partners

- a. Partner with NC DPH to establish or enhance testing for COVID-19/SARS-CoV-2.
  - 1. Acquire equipment and staffing to conduct testing for COVID-19/SARS-CoV-2.
  - 2. Support community partners to conduct appropriate specimen collection and/or testing within their jurisdictions.
- b. Partner with local, regional, or national organizations or academic institutions to enhance capacity for infection control and prevention of COVID-19/SARS-CoV-2.
  - 1. Build infection prevention and control and healthcare outbreak response expertise in the LHD.
  - 2. Partner with academic medical centers and schools of public health to develop regional centers for IPC consultation and support services.

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

The reporting below shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=8716e48245fe46559be725a9d628d031>.

1. **Performance Measure #1:** The LHD shall complete both monthly financial reporting and quarterly performance reporting, as outlined below, via Smartsheet.
  - a. The LHD shall complete a **Monthly Financial Report** each month via the Smartsheet dashboard. These monthly financial reports will report on the prior month, with the due dates posted on the Smartsheet dashboard. The first financial report is to report for June 2022 and is due by July 22, 2022.
  - b. The LHD shall complete a **Quarterly Program Report** each quarter via the Smartsheet dashboard. These quarterly program reports will report on the prior quarter, with the due dates posted on the Smartsheet dashboard and below. The Service Quarters for these quarterly program reports are defined as:

Quarter Months	Program Report Due Date
<ul style="list-style-type: none"> <li>• April-June 2022</li> </ul>	07/22/2022
<i>April and May 2022 data are from services provided under the Agreement Addendum for state fiscal year 2022.</i>	
<ul style="list-style-type: none"> <li>• July-September 2022</li> </ul>	10/31/2022
<ul style="list-style-type: none"> <li>• October – December 2022</li> </ul>	01/31/2023
<ul style="list-style-type: none"> <li>• January – March 2023</li> </ul>	04/28/2023

2. **Performance Measure # 2:** The LHD shall have a COVID-19 Testing Plan to ensure access to COVID-19 testing for all symptomatic persons and for those who have had close contact to a known or suspected case of COVID-19 as defined by the CDC, and for those who request or require testing.



3. **Performance Measure # 3:** Via the NCCCOVID, the LHD shall report cases of COVID-19 including deaths within 30 days of receipt of the report to the state disease registrar.
4. **Performance Measure # 4:** Via the outbreak module within NCCCOVID and the REDCap cluster/outbreak reporting tool, the LHD shall report COVID-19 activity (decline, no change, and increase) in high-risk healthcare facilities (e.g., nursing homes, dialysis centers, LTCFs) and congregate living settings (e.g., prisons, youth homes, shelters) within 2 days of receiving notification of an outbreak/cluster.
5. **Performance Measure #5:** Using the COVID-19 Community Team Outreach (CCTO) Tool software, the LHD shall report close contacts to COVID-19 for at least 50% of people infected with COVID-19.
6. **Performance Measure #6:** Using the COVID-19 Community Team Outreach (CCTO) Tool software, the LHD shall complete the Final Monitoring Outcome variable for 90% of contacts entered after 14 days.
7. **Performance Measure #5:** As an update to the information the LHD provided for FY22, this FY23 Response Plan Update Form is to provide information related to the LHD's COVID-19 preparedness and response. The Response Plan Update Form will present a series of questions to be answered in a short-answer format on topics including testing, contact tracing, vaccination, equity, and preparedness.
  - a. **Reporting Requirements:** Complete a **FY23 COVID-19 Response Plan Update Form** via the Smartsheet dashboard no later than August 1, 2022. (DPH will add the FY23 COVID-19 Response Plan Update Form to the Smartsheet dashboard by July 1, 2022.)  
 Submission of a single COVID-19 Response Plan Update will meet the reporting requirements described under this Agreement Addendum as well as for other COVID-related Activities.  
 The LHD's COVID-19 Response Plan Update will receive DPH oversight from the DPH Program Contact for each relevant COVID-related Activity. Specific questions regarding individual topics in the Response Plan Update Form should be directed to those individuals. Any general questions the LHD has should be directed to the DPH Division Director's Office at [lhhealthserviceta@dhhs.nc.gov](mailto:lhhealthserviceta@dhhs.nc.gov).

**V. Performance Monitoring and Quality Assurance:**

The Communicable Disease Branch's Subrecipient Monitoring (SRM) Team, which includes the TATP Nurse Supervisor, will review all Smartsheet submissions. Any responses that meet the internally determined threshold for risk-based issues will be flagged by the SRM Team and followed up on with the LHD for resolution.

**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.



FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 543

ELC Enhancing Detection Activities

FAS Nbr + Reason: 1

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 93.323

Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)

IDC rate: n/a

FAIN: NU50CK000530 (01-04)

Is award R&D?: NO

Fed awd's total amt: \$ 188,951,581

CK19-1904 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious

Fed award project description: Diseases (ELC)

Fed awd date + awarding agency: 05-19-20 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Federal funds from grant listed above	Total federal funds for entire Activity
Alamance	MBM7W225N3W8	965194483	\$ -	\$ 417,872
Albemarle	WAAV551PNMK3	130537822	\$ 1,126	\$ 1,126
Alexander	XVEE3SNY7UX9	030495105	\$ -	\$ 158,607
Anson	PK8UYTSNJCC3	847163029	\$ -	\$ -
Appalachian	CD7BFHB8W539	780131541	\$ -	\$ -
Beaufort	RN1SXF4LXN6	091567776	\$ -	\$ 95,453
Bladen	TLCTJWDJH1H9	084171628	\$ 63,011	\$ 282,006
Brunswick	MJBMLN9NJT5	091571349	\$ -	\$ 496,113
Buncombe	W5TCDKMLHE69	879203560	\$ -	\$ 1,233,156
Burke	G855APCNL591	883321205	\$ -	\$ 695,226
Cabarrus	RDXNEJKJFU7	143408289	\$ -	\$ 766,210
Caldwell	HL4FGNJNGE97	948113402	\$ -	\$ 493,038
Carteret	UC6WJ2MQMJ58	058735804	\$ -	\$ 147,629
Caswell	JDJ7Y7CGYC86	077846053	\$ -	\$ 18,437
Catawba	GYUNA9W1NFM1	083677138	\$ -	\$ 112,410
Chatham	KE57QE2GV5F1	131356607	\$ -	\$ 545,520
Cherokee	DCEGK6HA11M5	130705072	\$ -	\$ -
Clay	HYKLQVNWXLK7	145058231	\$ -	\$ 17,232
Cleveland	UWMUYMPVL483	879924850	\$ -	\$ 239,156
Columbus	V1UAJ4L87WQ7	040040016	\$ -	\$ 392,675
Craven	LTZ2U8LZQ214	091564294	\$ -	\$ 503,113
Cumberland	HALND8WJ3GW4	123914376	\$ -	\$ 1,976,756
Dare	ELV6JGB11QK6	082358631	\$ -	\$ -
Davidson	C9P5MDJC7KY7	077839744	\$ -	\$ 1,065,576
Davie	L8WBGLHZV239	076526651	\$ -	\$ 271,372
Duplin	KZN4GK5262K3	095124798	\$ 485,915	\$ 648,084
Durham	LJ5BA6U2HLM7	088564075	\$ -	\$ 1,433,151
Edgecombe	MAN4LX44AD17	093125375	\$ -	\$ 352,464
Foothills	NGTEF2MQ8LL4	782359004	\$ -	\$ 116,135
Forsyth	V6BGVQ67YPY5	105316439	\$ -	\$ 2,974,251
Franklin	FFKTRQCNN143	084168632	\$ -	\$ 438,712
Gaston	QKY9R8A8D5J6	071062186	\$ 136,759	\$ 1,935,032
Graham	L8MAVKQJTYN7	020952383	\$ -	\$ -
Granville-Vance	MGQJJK22EJB3	063347626	\$ -	\$ 252,153
Greene	VCU5LD71N9U3	091564591	\$ 13,436	\$ 152,113
Guilford	YBEQWGFJPMJ3	071563613	\$ -	\$ 2,368,666
Halifax	MRL8MYNJ3Y5	014305957	\$ -	\$ 374,559
Harnett	JBD0C9V41BX7	091565986	\$ 11,713	\$ 1,100,757
Haywood	DQHZEAV95G5	070620232	\$ -	\$ 282,725
Henderson	TG5AR81JLFQ5	085021470	\$ -	\$ 192,003
Hoke	C1GWSADARX51	091563643	\$ -	\$ 275,448
Hyde	T2RSYN36NN64	832526243	\$ 7,911	\$ 7,911
Iredell	XTNRLKJLA4S9	074504507	\$ 117,875	\$ 1,548,007

**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **543**  
FAS Nbr + Reason: **1**  
CFDA Nbr + Name: **93.323**

**ELC Enhancing Detection Activities**

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)

IDC rate: n/a

FAIN: **NU50CK000530 (01-04)**

Is award R&D?: NO

Fed awd's total amt: \$ **188,951,581**

CK19-1904 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious

Fed award project description: Diseases (ELC)

Fed awd date + awarding agency: 05-19-20 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Federal funds from grant listed above	Total federal funds for entire Activity
Jackson	X7YWY6ZP574	019728518	\$ -	\$ 174,109
Johnston	SYGAGEFDHYR7	097599104	\$ -	\$ 916,683
Jones	HE3NNNUE27M7	095116935	\$ 312	\$ 43,013
Lee	F6A8UC99JWJ5	067439703	\$ -	\$ 220,412
Lenoir	QKUFL37VPGH6	042789748	\$ 7,230	\$ 430,596
Lincoln	UGGQGS5KBGJ5	086869336	\$ -	\$ 200,819
Macon	LLPJBC6N2LL3	070626825	\$ -	\$ 211,381
Madison	YQ96F8BJYTJ9	831052873	\$ 45,832	\$ 220,070
MTW	ZKK5GNRNB6Y6	087204173	\$ -	\$ -
Mecklenburg	EZ15XL6BMM68	074498353	\$ -	\$ 5,513,955
Montgomery	E78ZAJM3BFL3	025384603	\$ -	\$ 105,440
Moore	HFNSK95FS7Z8	050988146	\$ -	\$ 402,843
Nash	NF58K566HQM7	050425677	\$ 260,346	\$ 1,015,587
New Hanover	F7TLT2GMEJE1	040029563	\$ -	\$ 1,031,505
Northampton	CRA2KCAL8BA4	097594477	\$ 7,523	\$ 163,564
Onslow	EGE7NBXW5JS6	172663270	\$ -	\$ 1,048,362
Orange	GFFMCW9XDA53	091575191	\$ -	\$ 356,189
Pamlico	FT59QFEAU344	097600456	\$ -	\$ 6,294
Pender	T11BE678U9P5	100955413	\$ -	\$ 241,907
Person	FQ8LFJGMABJ4	091563718	\$ -	\$ 956
Pitt	VZNPMLCFT5R6	080889694	\$ 290,223	\$ 1,701,734
Polk	QZ6BZPGLX4Y9	079067930	\$ -	\$ 106,478
Randolph	T3BUM1CVS9N5	027873132	\$ -	\$ 1,136,967
Richmond	Q63FZNTJM3M4	070621339	\$ -	\$ 192,535
Robeson	LKBEJQFLAAK5	082367871	\$ -	\$ 219,407
Rockingham	KGCCCHJJZZ43	077847143	\$ -	\$ 366,083
Rowan	GCB7UCV96NW6	074494014	\$ -	\$ 1,113,462
Sampson	WRT9CSK1KJY5	825573975	\$ 37,213	\$ 487,441
Scotland	FNVTUQGCHM5	091564146	\$ -	\$ 232,869
Stanly	U86MZUYPL7C5	131060829	\$ -	\$ 160,159
Stokes	W41TRA3NUN51	085442705	\$ -	\$ 142,209
Surry	FMWCTM24C9J8	077821858	\$ -	\$ 263,464
Swain	TAE3M92L4QR4	146437553	\$ -	\$ 8,801
Toe River	JUA6GAUQ9UM1	113345201	\$ -	\$ -
Transylvania	W51VGHGM8945	030494215	\$ -	\$ 257,715
Union	LHMKBD4AGRJ5	079051637	\$ -	\$ 1,510,249
Wake	FTJ2WJPLWMJ3	019625961	\$ -	\$ -
Warren	TLNAUSCNHSU5	030239953	\$ -	\$ 29,179
Wayne	DACFHCLQKMS1	040036170	\$ -	\$ 550,178
Wilkes	M14KKHY2NNR3	067439950	\$ -	\$ 339,847
Wilson	ME2DJHMYWG55	075585695	\$ -	\$ 189,784
Yadkin	PLCDT7JFA8B1	089910624	\$ -	\$ 275,585
Yancey	M4SJK9AKVEZ8			



FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 543

ELC Enhancing Detection Activities

FAS Nbr + Reason: 2

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 93.323

Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)

IDC rate: n/a

FAIN: NU50CK000530

Is award R&D?: NO

Fed awd's total amt: \$ 603,677,156

CK19-1904 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious

Fed award project description: Diseases (ELC)

Fed awd date + awarding agency: 01-13-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Federal funds from grant listed above	Total federal funds for entire Activity
Alamance	MBM7W225N3W8	965194483	\$ 417,872	\$ 417,872
Albemarle	WAAVS51PNMK3	130537822	\$	\$ 1,126
Alexander	XVEEJ3SNY7UX9	030495105	\$ 158,607	\$ 158,607
Anson	PK8UYTSNJCC3	847163029		
Appalachian	CD7BFHB8W539	780131541		
Beaufort	RN1SXF04LXN6	091567776	\$ 95,453	\$ 95,453
Bladen	TLCTJWDJH1H9	084171628	\$ 218,995	\$ 282,006
Brunswick	MJBMLN9NJT5	091571349	\$ 496,113	\$ 496,113
Buncombe	W5TCDKMLHE69	879203500	\$ 1,233,156	\$ 1,233,156
Burke	G855APCNLS91	883321205	\$ 695,226	\$ 695,226
Cabarrus	RXDXNEJKJFU7	143408289	\$ 766,210	\$ 766,210
Caldwell	HL4FGNJNGE97	948113402	\$ 493,038	\$ 493,038
Carteret	UC6WJ2MQMJS8	058735804	\$ 147,629	\$ 147,629
Caswell	JDJ7Y7CGYC86	077846053	\$ 18,437	\$ 18,437
Catawba	GYUNA9W1NFM1	083677138	\$ 112,410	\$ 112,410
Chatham	KE57QE26V5F1	131356607	\$ 545,520	\$ 545,520
Cherokee	DCEGK6HA11M5	130705072		
Clay	HYKLQVNLXK7	145058231	\$ 17,232	\$ 17,232
Cleveland	UWMUYMPVL483	879924850	\$ 239,156	\$ 239,156
Columbus	V1UAJ4L87WQ7	040040016	\$ 392,675	\$ 392,675
Craven	LTZ2U8LZQ214	091564294	\$ 503,113	\$ 503,113
Cumberland	HALND8WJ3GW4	123914376	\$ 1,976,756	\$ 1,976,756
Dare	ELV6JGB11QK6	082358631		
Davidson	C9P5MDJC7KY7	077839744	\$ 1,065,576	\$ 1,065,576
Davie	L8WBGLHZV239	076526651	\$ 271,372	\$ 271,372
Duplin	KZN4GK5262K3	095124798	\$ 162,169	\$ 648,084
Durham	LJ5BA6U2HLM7	088564075	\$ 1,433,151	\$ 1,433,151
Edgecombe	MAN4LX44AD17	093125375	\$ 352,464	\$ 352,464
Foothills	NGTEF2MQ8LL4	782359004	\$ 116,135	\$ 116,135
Forsyth	V6BGVQ67YPY5	105316439	\$ 2,974,251	\$ 2,974,251
Franklin	FFKTRQCNN143	084168632	\$ 438,712	\$ 438,712
Gaston	QKY9R8A8D5J6	071062186	\$ 1,798,273	\$ 1,935,032
Graham	L8MAVKQJTYN7	020952383		
Granville-Vance	MGQJKK22EJB3	063347626	\$ 252,153	\$ 252,153
Greene	VCU5LD71N9U3	091564591	\$ 138,677	\$ 152,113
Guilford	YBEQWGFJPMJ3	071563613	\$ 2,368,666	\$ 2,368,666
Halifax	MRL8MYNJ3Y5	014305957	\$ 374,559	\$ 374,559
Harnett	JBD0D9V41BX7	091565986	\$ 1,089,044	\$ 1,100,757
Haywood	DQHZEAV95G5	070620232	\$ 282,725	\$ 282,725
Henderson	TG5AR81JLFQ5	085021470	\$ 192,003	\$ 192,003
Hoke	C1GWSADARX51	091563643	\$ 275,448	\$ 275,448
Hyde	T2RSYN36NN64	832526243	\$	\$ 7,911
Iredell	XTNRLKJLA4S9	074504507	\$ 1,430,132	\$ 1,548,007

FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 543

ELC Enhancing Detection Activities

FAS Nbr + Reason: 2

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 93.323

Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)

IDC rate: n/a

FAIN: NU50CK000530

Is award R&D?: NO

Fed awd's total amt: \$ 603,677,156

CK19-1904 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious

Fed award project description: Diseases (ELC)

Fed awd date + awarding agency: 01-13-21 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Federal funds from grant listed above	Total federal funds for entire Activity
Jackson	X7YWWY6ZP574	019728518	\$ 174,109	\$ 174,109
Johnston	SYGAGEFDHYR7	097599104	\$ 916,683	\$ 916,683
Jones	HE3NNNUE27M7	095116935	\$ 42,701	\$ 43,013
Lee	F6A8UC99JWJ5	067439703	\$ 220,412	\$ 220,412
Lenoir	QKUFLL37VPGH6	042789748	\$ 423,366	\$ 430,596
Lincoln	UGGQGS5KBGJ5	086869336	\$ 200,819	\$ 200,819
Macon	LLPJB6CN2LL3	070626825	\$ 211,381	\$ 211,381
Madison	YQ96F8BJYTJ9	831052873	\$ 174,238	\$ 220,070
MTW	ZKK5GNRNB6Y6	087204173		
Mecklenburg	EZ15XL6BMM68	074498353	\$ 5,513,955	\$ 5,513,955
Montgomery	E78ZAJM3BFL3	025384603	\$ 105,440	\$ 105,440
Moore	HFNSK95F57Z8	050988146	\$ 402,843	\$ 402,843
Nash	NF58K566HQM7	050425677	\$ 755,241	\$ 1,015,587
New Hanover	F7TLT2GMEJE1	040029563	\$ 1,031,505	\$ 1,031,505
Northampton	CRA2KCAL8BA4	097594477	\$ 156,041	\$ 163,564
Onslow	EGE7NBXW5JS6	172663270	\$ 1,048,362	\$ 1,048,362
Orange	GFFMCW9XDA53	091575191	\$ 356,189	\$ 356,189
Pamlico	FT59QFEAU344	097608456	\$ 6,294	\$ 6,294
Pender	T11BE678U9P5	100955413	\$ 241,907	\$ 241,907
Person	FQ8LFJGMABJ4	091563718	\$ 956	\$ 956
Pitt	VZNPMLFT5R6	080889694	\$ 1,411,511	\$ 1,701,734
Polk	QZ6BZPGLX4Y9	079067930	\$ 106,478	\$ 106,478
Randolph	T3BUM1CVS9N5	027873132	\$ 1,136,967	\$ 1,136,967
Richmond	Q63FZNTJ3M4	070621339	\$ 192,535	\$ 192,535
Robeson	LKBEJQFLAAK5	082367871	\$ 219,407	\$ 219,407
Rockingham	KGCCCHJZZ43	077847143	\$ 366,083	\$ 366,083
Rowan	GCB7UCV96NW6	074494014	\$ 1,113,462	\$ 1,113,462
Sampson	WRT9CSK1KJY5	825573975	\$ 450,228	\$ 487,441
Scotland	FNVTCUQGCHM5	091564146	\$ 232,869	\$ 232,869
Stanly	U86MZUYPL7C5	131060829	\$ 160,159	\$ 160,159
Stokes	W41TRA3NUNS1	085442705	\$ 142,209	\$ 142,209
Surry	FMWCTM24C9J8	077821858	\$ 263,464	\$ 263,464
Swain	TAE3M92L4QR4	146437553	\$ 8,801	\$ 8,801
Toe River	JUA6GAUQ9UM1	113345201		
Transylvania	W51VGHGM8945	030494215	\$ 257,715	\$ 257,715
Union	LHMKBD4AGRJ5	079051637	\$ 1,510,249	\$ 1,510,249
Wake	FTJ2WJPLWJ3	019625961		
Warren	TLNAU5CNHSU5	030239953	\$ 29,179	\$ 29,179
Wayne	DACFHCLQKMS1	040036170	\$ 550,178	\$ 550,178
Wilkes	M14KKHY2NNR3	067439950	\$ 339,847	\$ 339,847
Wilson	ME2DJHMYWG55	075585695	\$ 189,784	\$ 189,784
Yadkin	PLCDT7JFA8B1	089910624	\$ 275,585	\$ 275,585
Yancey	M4SJK9AKVEZ8			



Activity 543	AA	1175 878A HH	Total Allocated	1175 883A P5	Total Allocated	Proposed Total	New Total
Service Period		06/01-05/31		06/01-05/31			
Payment Period		07/01-06/30		07/01-06/30			
01 Alamance	* 0	0	\$0.00	417,872	\$0.00	417,872	417,872
D1 Albemarle	* 0	1,126	\$0.00	0	\$0.00	1,126	1,126
02 Alexander	* 0	0	\$0.00	158,607	\$0.00	158,607	158,607
04 Anson		0	\$0.00	0	\$0.00	0	0
D2 Appalachian		0	\$0.00	0	\$0.00	0	0
07 Beaufort	* 0	0	\$0.00	95,453	\$0.00	95,453	95,453
09 Bladen	* 0	63,011	\$0.00	218,995	\$0.00	282,006	282,006
10 Brunswick	* 0	0	\$0.00	496,113	\$0.00	496,113	496,113
11 Buncombe	* 0	0	\$0.00	1,233,156	\$0.00	1,233,156	1,233,156
12 Burke	* 0	0	\$0.00	695,226	\$0.00	695,226	695,226
13 Cabarrus	* 0	0	\$0.00	766,210	\$0.00	766,210	766,210
14 Caldwell	* 0	0	\$0.00	493,038	\$0.00	493,038	493,038
16 Carteret	* 0	0	\$0.00	147,629	\$0.00	147,629	147,629
17 Caswell	* 0	0	\$0.00	18,437	\$0.00	18,437	18,437
18 Catawba	* 0	0	\$0.00	112,410	\$0.00	112,410	112,410
19 Chatham	* 0	0	\$0.00	545,520	\$0.00	545,520	545,520
20 Cherokee		0	\$0.00	0	\$0.00	0	0
22 Clay	* 0	0	\$0.00	17,232	\$0.00	17,232	17,232
23 Cleveland	* 0	0	\$0.00	239,156	\$0.00	239,156	239,156
24 Columbus	* 0	0	\$0.00	392,675	\$0.00	392,675	392,675
25 Craven	* 0	0	\$0.00	503,113	\$0.00	503,113	503,113
26 Cumberland	* 0	0	\$0.00	1,976,756	\$0.00	1,976,756	1,976,756
28 Dare		0	\$0.00	0	\$0.00	0	0
29 Davidson	* 0	0	\$0.00	1,065,576	\$0.00	1,065,576	1,065,576
30 Davie	* 0	0	\$0.00	271,372	\$0.00	271,372	271,372
31 Duplin	* 0	485,915	\$0.00	162,169	\$0.00	648,084	648,084
32 Durham	* 0	0	\$0.00	1,433,151	\$0.00	1,433,151	1,433,151
33 Edgecombe	* 0	0	\$0.00	352,464	\$0.00	352,464	352,464
D7 Foothills	* 0	0	\$0.00	116,135	\$0.00	116,135	116,135
34 Forsyth	* 0	0	\$0.00	2,974,251	\$0.00	2,974,251	2,974,251
35 Franklin	* 0	0	\$0.00	438,712	\$0.00	438,712	438,712
36 Gaston	* 0	136,759	\$0.00	1,798,273	\$0.00	1,935,032	1,935,032
38 Graham		0	\$0.00	0	\$0.00	0	0
D3 Gran-Vance	* 0	0	\$0.00	252,153	\$0.00	252,153	252,153
40 Greene	* 0	13,436	\$0.00	138,677	\$0.00	152,113	152,113
41 Guilford	* 0	0	\$0.00	2,368,666	\$0.00	2,368,666	2,368,666
42 Halifax	* 0	0	\$0.00	374,559	\$0.00	374,559	374,559
43 Harnett	* 0	11,713	\$0.00	1,089,044	\$0.00	1,100,757	1,100,757
44 Haywood	* 0	0	\$0.00	282,725	\$0.00	282,725	282,725
45 Henderson	* 0	0	\$0.00	192,003	\$0.00	192,003	192,003
47 Hoke	* 0	0	\$0.00	275,448	\$0.00	275,448	275,448
48 Hyde	* 0	7,911	\$0.00	0	\$0.00	7,911	7,911
49 Iredell	* 0	117,875	\$0.00	1,430,132	\$0.00	1,548,007	1,548,007
50 Jackson	* 0	0	\$0.00	174,109	\$0.00	174,109	174,109
51 Johnston	* 0	0	\$0.00	916,683	\$0.00	916,683	916,683



52 Jones	* 0	312	\$0.00	42,701	\$0.00	43,013	43,013
53 Lee	* 0	0	\$0.00	220,412	\$0.00	220,412	220,412
54 Lenoir	* 0	7,230	\$0.00	423,366	\$0.00	430,596	430,596
55 Lincoln	* 0	0	\$0.00	200,819	\$0.00	200,819	200,819
56 Macon	* 0	0	\$0.00	211,381	\$0.00	211,381	211,381
57 Madison	* 0	45,832	\$0.00	174,238	\$0.00	220,070	220,070
D4 M-T-W		0	\$0.00	0	\$0.00	0	0
60 Mecklenburg	* 0	0	\$0.00	5,513,955	\$0.00	5,513,955	5,513,955
62 Montgomery	* 0	0	\$0.00	105,440	\$0.00	105,440	105,440
63 Moore	* 0	0	\$0.00	402,843	\$0.00	402,843	402,843
64 Nash	* 0	260,346	\$0.00	755,241	\$0.00	1,015,587	1,015,587
65 New Hanover	* 0	0	\$0.00	1,031,505	\$0.00	1,031,505	1,031,505
66 Northampton	* 0	7,523	\$0.00	156,041	\$0.00	163,564	163,564
67 Onslow	* 0	0	\$0.00	1,048,362	\$0.00	1,048,362	1,048,362
68 Orange	* 0	0	\$0.00	356,189	\$0.00	356,189	356,189
69 Pamlico	* 0	0	\$0.00	6,294	\$0.00	6,294	6,294
71 Pender	* 0	0	\$0.00	241,907	\$0.00	241,907	241,907
73 Person	* 0	0	\$0.00	956	\$0.00	956	956
74 Pitt	* 0	290,223	\$0.00	1,411,511	\$0.00	1,701,734	1,701,734
75 Polk	* 0	0	\$0.00	106,478	\$0.00	106,478	106,478
76 Randolph	* 0	0	\$0.00	1,136,967	\$0.00	1,136,967	1,136,967
77 Richmond	* 0	0	\$0.00	192,535	\$0.00	192,535	192,535
78 Robeson	* 0	0	\$0.00	219,407	\$0.00	219,407	219,407
79 Rockingham	* 0	0	\$0.00	366,083	\$0.00	366,083	366,083
80 Rowan	* 0	0	\$0.00	1,113,462	\$0.00	1,113,462	1,113,462
82 Sampson	* 0	37,213	\$0.00	450,228	\$0.00	487,441	487,441
83 Scotland	* 0	0	\$0.00	232,869	\$0.00	232,869	232,869
84 Stanly	* 0	0	\$0.00	160,159	\$0.00	160,159	160,159
85 Stokes	* 0	0	\$0.00	142,209	\$0.00	142,209	142,209
86 Surry	* 0	0	\$0.00	263,464	\$0.00	263,464	263,464
87 Swain	* 0	0	\$0.00	8,801	\$0.00	8,801	8,801
D6 Toe River		0	\$0.00	0	\$0.00	0	0
88 Transylvania	* 0	0	\$0.00	257,715	\$0.00	257,715	257,715
90 Union	* 0	0	\$0.00	1,510,249	\$0.00	1,510,249	1,510,249
92 Wake		0	\$0.00	0	\$0.00	0	0
93 Warren	* 0	0	\$0.00	29,179	\$0.00	29,179	29,179
96 Wayne	* 0	0	\$0.00	550,178	\$0.00	550,178	550,178
97 Wilkes	* 0	0	\$0.00	339,847	\$0.00	339,847	339,847
98 Wilson	* 0	0	\$0.00	189,784	\$0.00	189,784	189,784
99 Yadkin	* 0	0	\$0.00	275,585	\$0.00	275,585	275,585
00 Yancey		0	\$0.00	0	\$0.00	0	0
Totals		1,486,425	0	44,482,260	0	45,968,685	45,968,685

Sign and Date - DPH Program Administrator

*APM* 6-24-22

Sign and Date - DPH Section Chief

*Mac Kerner* 06/24/22

Sign and Date - DPH Budget Office - ATC Coordinator

*Sammy* 6/24/22

Sign and Date - DPH Budget Officer

*S. Randle* 6/24/2022

# ROWAN COUNTY

## MENTAL REQUEST FOR BUDGET ACTION

TO: Finance Department

FROM: Health Department

EXPLANATION IN DETAIL:

To disperse awarded funding per AA403-1 WIC revision; additional funding.

Prepared by: Karla Aldridge

Date: 7/22/2022

BUDGET INFORMATION:

Reviewed: \_\_\_\_\_

ACCOUNT TITLE	R/E	ACCOUNT #	INCREASE	DECREASE
AA 403-1 WIC	R	11452601-431035-5261	18,393	
Salaries-Regular	E	1155260-510005-5261	3,312	
Health Ins	E	1155260-520005-5261	910	
Medicare Tax	E	1155260-520010-5261	49	
Retirement	E	1155260-520015-5261	339	
Social Security tax	E	1155260-520020-5261	206	
Workers Comp	E	1155260-520025-5261	77	
401 (k)	E	1155260-520030-5261	100	
Travel	E	1155260-558000-5261	400	
Office Supplies	E	1155260-561005-5261	2,000	
Educational Supplies	E	1155260-561015-5261	9,000	
Medical Supplies	E	1155260-561045-5261	2,000	

DEPARTMENT HEAD	COUNTY MANAGER	ACCOUNTING USE ONLY
Approved: <u>✓</u>	Approved: _____	Budget Revision # <u>01-431</u>
Disapproved: _____	Disapproved: _____	Date Posted: _____
Amended: _____	Amended: _____	Group Number: _____
Date: <u>07/22/22</u>	Date: _____	Posted by: _____
Signature: <u>[Signature]</u>	Signature: _____	Approved by: _____



Alyssa Harris, MPH  
Public Health Director

Main Telephone: (704) 216-8777  
FAX: (704) 216-7991



**Rowan County Health Department**  
**1811 East Innes Street – Salisbury, NC 28146-6030**

July 22, 2022

Memo

From: Alyssa Harris, Public Health Director

To: Finance Department/Purchasing Department

The requested Budget Amendment is to disperse awarded funding through AA403-1 WIC. This is additional funding that has been awarded for Aid-to-County draw down for the period of June 2022 to September 2022.

Kind Regards,

A handwritten signature in black ink, appearing to read "Alyssa Harris", written over a horizontal line.

Alyssa Harris, Public Health Director

ROWAN COUNTY  
PAYROLL WORKSHEET  
POSITION DETAIL - NON-LEO

2023 BUDGET YEAR

Key in gray sections only

Department Name				
Position Title				
Hours (per week)		Increase	\$ 3,312.00	Grade
Position Title, Salary, Grade - confirmed with Human Resources:			Yes	No

<u>Salary / Benefits</u>		Total Cost	Federal / State Reimbursement	Other Revenue	New County Funds Requested
Salary		\$ 3,312.00	\$ -	\$ -	\$ 3,312.00
	\$910 /				
Health Insurance	Mo	910.00	-	-	910.00
Medicare	1.45%	49.00	-	-	50.00
Retirement	10.21%	339.00	-	-	340.00
Social Security	6.20%	206.00	-	-	210.00
Workers Comp (Varies)	2.30%	77.00	-	-	80.00
401(k)	3.00%	100.00	-	-	100.00
Total Salary / Benefits		4,993.00	-	-	5,002.00

Other Costs

Desk	-	-	-	-
Chair	-	-	-	-
Side chairs	-	-	-	-
Telephone	-	-	-	-
Computer	-	-	-	-
Bookcase	-	-	-	-
Vehicle	-	-	-	-
Travel	-	-	-	-
Training	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total Equipment Costs	-	-	-	-
Total Cost	\$ 4,993.00	\$ -	\$ -	\$ 5,002.00

# Account Inquiry [Rowan County]

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## Account

Fund	1010	GEN FD	Acct	1010-51-5120-5100-5260-5260-000-5-561-045-5261	
Org	1155260	WC EXPND	Acct name	MEDICAL SUPPLIES	<input type="checkbox"/> Account Notes
Object	561045	MEDICAL SU	Type	Expense	Status Active
Project	5261	WIC - CLINICAL SERVICE Rollup	Sub-Rollup	WIMDS	WIC MEDICAL SUPPLIES
			<input type="checkbox"/> MultiYr Fund		

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[GAAP W/CARRY FORWARD](#)
[HISTORY](#)
[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00		.00		.00		5,000.00	
Transfers In	.00		4,712.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	.00		4,712.00		.00		5,000.00	
Actual (Memo)	2,939.62		4,656.06		3,953.41		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	-2,939.62		55.94		-3,953.41		5,000.00	
Percent used	.00		98.81		.00		.00	

increase 2,000.00



# Account Inquiry [Rowan County]

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## Account

Fund	1010	...	GEN FD	Acct	1010-51-5120-5100-5260-5260-000-5-561015-5261		
Org	1155260	...	WC EXPND	Acct name	EDUCATIONAL SUPPLIES		
Object	561015	...	EDU SUPPLY	Type	Expense	Status	Active
Project	5261	...	WIC - CLINICAL SERVICE	Rollup			
			Sub-Rollup				
				<input type="checkbox"/> MultiYr Fund			

[Account Notes](#)

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[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00		.00		.00		.00	
Transfers In	.00		.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	.00		.00		.00		.00	
Actual (Memo)	.00		.00		.00		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	.00		.00		.00		.00	
Percent used	.00		.00		.00		.00	

increase \$9,000.

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## Account

Fund	1010	GEN FD	Acct	1010-51-5120-5100-5260-5260-000-5-561-005-5261	
Org	1155260	WC EXPND	Acct name	OFFICE SUPPLIES	
Object	561005	OFFICE SUP	Type	Expense	Status Active
Project	5261	WIC - CLINICAL SERVICE	Rollup	WIOFF	WIC OFFICE SUPPLIES
			Sub-Rollup		
<input type="checkbox"/> MultiYr Fund					

[Account Notes](#)

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[4 YEAR GRAPH](#)
[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	800.00
Transfers In	.00	2,800.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	.00	2,800.00	.00	800.00
Actual (Memo)	1,375.31	994.43	500.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	-1,375.31	1,805.57	-500.00	800.00
Percent used	.00	35.52	.00	.00

increase \$2,000-

# Account Inquiry [Rowan County]

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## Account

Fund	1010	GEN FD	Acct	1010-51-5120-5100-5260-5260-000-5-558-000-5261	
Org	1155260	WC EXPND	Acct name	TRAVEL	
Object	558000	TRAVEL	Type	Expense	Status Active
Project	5261	WIC - CLINICAL SERVICE	Rollup	WITRL	WIC TRAVEL
			Sub-Rollup		
<input type="checkbox"/> MultiYr Fund					

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[GAAP W/CARRY FORWARD](#)
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[HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00		.00		.00		300.00	
Transfers In	.00		.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	.00		.00		.00		300.00	
Actual (Memo)	30.48		42.55		71.92		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	-30.48		-42.55		-71.92		300.00	
Percent used	.00		.00		.00		.00	

increase  
\$400.-



**Division of Public Health  
Agreement Addendum  
FY 22-23**

Page 1 of 2

Rowan County Public Health  
Local Health Department Legal Name

403 WIC

Activity Number and Description

06/01/2022 – 05/31/2023

Service Period

07/01/2022 – 06/30/2023

Payment Period

- ☐ Original Agreement Addendum  
☒ Agreement Addendum Revision # 1

Women's and Children's Health Section/  
Nutrition Services Branch  
DPH Section / Branch Name

Kimberly Lovenduski, (919) 218-3654,  
kim.lovenduski@dhhs.nc.gov

DPH Program Contact  
(name, phone number, and email)

DPH Program Signature  
(only required for a negotiable Agreement Addendum)

Date

**I. Background:**

No change.

**II. Purpose:**

This Agreement Addendum Revision #1 provides additional funds to the Local Health Department (LHD) as its average monthly participation has risen above 100% of the base caseload assignment for the period of June 1 through September 30, 2022 during SFY23, as defined in the original Agreement Addendum's Attachment A.

These funding increases, applicable from June through September 2022, will enhance the LHD's ability to continue with the objective of the Special Supplemental Nutrition Program for WIC, which is to provide supplemental nutritious foods, nutrition education, and referrals to health care for low-income persons during critical periods of growth and development.

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

*As of June 1, 2022, this Agreement Addendum Revision #1 replaces Paragraph 2 in its entirety with the following:*

2. The Local Health Department shall maintain active participation in the WIC Program, which is at least 97% of the base caseload. From June 1 through September 31, 2022, the updated base caseload for the Local Health Department's local WIC agency is provided in Attachment A-1 (in this Agreement Addendum Revision #1).

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

Date

06/30/2022

LHD to complete:

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

LHD program contact name:

Phone and email address:

Shanelle Wilkey

shanelle.wilkey@rowanconync.gov

Signature on this page signifies you have read and accepted all pages of this document. Template rev. August 2021

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

*As of June 1, 2022, this Agreement Addendum Revision #1 replaces Subparagraph a. under Paragraph 1. Performance Measures in its entirety with the following:*

- a. Maintain active participation in the WIC Program, which is at least 97% of the base caseload. The base caseload for the Local Health Department's local WIC agency is provided in:
  1. For the period October 1, 2022 through May 31, 2023, Attachment A (in the original Agreement Addendum).
  2. For the period June 1 through September 30, 2022, Attachment A-1 (in the Agreement Addendum Revision #1).

**V. Performance Monitoring and Quality Assurance:**

No change.

**VI. Funding Guidelines or Restrictions:**

*As of June 1, 2022, this Agreement Addendum Revision #1 replaces Paragraph 2 its entirety with the following:*

2. With the signed original Agreement Addendum, the LHD must complete Attachment B, "WIC Budget Page" to allocate funds among the four WIC activities (Client Services, Breastfeeding Promotion, Nutrition Education, and General Administration).
  - a. This Attachment B will remain in effect for the duration of the Agreement Addendum.
  - b. The LHD must follow the instructions on the Budget Page so that the total allocations match the total on the Budgetary Estimate.
  - c. Local WIC agencies must meet the minimum/maximum thresholds as applicable for specific program areas.
  - d. The WIC Budget Page form is to be signed and returned with the WIC Agreement Addendum to the Division's Contract Unit.

With the signed Agreement Addendum Revision #1, if the Local Health Department chooses to distribute the Revision's additional funds among the four WIC activities (Client Services, Breastfeeding Promotion, Nutrition Education, and General Administration), adhering to threshold requirements, it may do so by completing a budgetary realignment request utilizing the WIC Program form and submitting it to the Nutrition Services Branch's State Office. (This form is the original Agreement Addendum's Attachment B.)

*As of June 1, 2022, this Agreement Addendum Revision #2 adds Paragraph 7, as follows:*

7. Additional funds delineated by the code "GC" have been placed in the 'Client Services' category of the WIC budget.



**SFY23 Revised Base Caseload  
June 1, 2022 - September 30, 2022**

Attachment A-1

Agency Name	SFY 23	SFY23	Agency Name	SFY 23	SFY23
	Base	97% of Base		Base	97% of Base
Alamance	4,608	4,470	Johnston	5,038	4,887
Albemarle Regional	3,707	3,596	Jones	216	210
Alexander	750	728	Lee	1,868	1,812
Anson	760	737	Lenoir	2,350	2,280
Appalachian District	1,668	1,618	Lincoln	1,595	1,547
Beaufort	1,545	1,499	Macon	966	937
Bladen	1,174	1,139	Madison	503	488
Brunswick	3,138	3,044	Mecklenburg	24,154	23,429
Buncombe	4,854	4,708	Montgomery	1,019	988
Burke	2,474	2,400	Moore	1,812	1,758
Cabarrus	4,132	4,008	M-T-W District	1,332	1,292
Caldwell	1,876	1,820	Nash	2,735	2,653
Carteret	1,486	1,441	New Hanover	3,856	3,740
Caswell	507	492	Northampton	503	488
Catawba	3,608	3,500	Onslow	7,501	7,276
Cherokee	681	661	Pamlico	312	303
Clay	258	250	Pender	1,415	1,373
Cleveland	3,942	3,824	Person	1,025	994
Columbus	1,737	1,685	Pitt	4,928	4,780
Craven	2,811	2,727	Polk	265	257
Cumberland	11,886	11,529	Randolph	3,772	3,659
Dare	598	580	Richmond	2,358	2,287
Davidson	3,868	3,752	Robeson	4,221	4,094
Davie	900	873	Rockingham	2,309	2,240
Duplin	2,524	2,448	Rowan	2,912	2,825
Edgecombe	1,689	1,638	Sampson	2,182	2,117
Foothills	2,927	2,839	Scotland	1,550	1,504
Forsyth	9,687	9,396	Stanly	1,969	1,910
Franklin	1,193	1,157	Stokes	937	909
Gaston	4,986	4,836	Surry	1,680	1,630
Graham	321	311	Swain	315	306
Granville-Vance	3,432	3,329	Toe River District	773	745
Greene	764	741	Transylvania	624	605
Guilford	15,264	14,806	Union	3,550	3,444
Halifax	1,748	1,696	Wake	19,713	19,122
Harnett	3,631	3,522	Warren	522	506
Haywood	1,473	1,429	Wayne	5,000	4,850
Henderson	1,839	1,784	Wilkes	1,687	1,636
Hoke	1,878	1,822	Wilson	2,734	2,652
Hyde	93	90	Yadkin	1,135	1,101
Iredell	3,322	3,222	Yancey	437	424
Jackson	832	807			
			Total	244,344	236,585



Activity #03		AA 13A2 5403 GC	Total Allocated	13A2 5403 GD	Total Allocated	13A2 5404 GC	Total Allocated	13A2 5404 GD	Total Allocated	13A2 5405 GC	Total Allocated	13A2 5403 GD	Total Allocated	13A2 5409 GC	Total Allocated	13A2 5409 GD	Total Allocated	Proposed Total	New Total
Service Period		06/01-09/30		10/01-05/31		06/01-09/30		10/01-05/31		06/01-09/30		10/01-05/31		06/01-09/30		10/01-05/31			
Payment Period		07/01-11/30		11/01-06/30		07/01-11/30		11/01-06/30		07/01-11/30		11/01-06/30		07/01-11/30		11/01-06/30			
01 Alameda	*	31,323	138,568.00	0	\$71,353.00	0	\$87,618.00	0	\$114,633.00	0	\$25,453.00	0	\$39,776.00	0	\$35,043.00	0	\$80,776.00	31,638	854,036
01 Albemarle	*	0	\$163,896.00	0	\$358,916.00	0	\$57,472.00	0	\$115,143.00	0	\$24,914.00	0	\$40,336.00	0	\$19,951.00	0	\$21,991.00	0	738,434
02 Alexander	*	1,461	\$34,026.00	0	\$40,339.00	0	\$11,917.00	0	\$32,804.00	0	\$1,803.00	0	\$3,777.00	0	\$11,914.00	0	\$22,328.00	1,461	148,479
04 Anson	*	0	\$87,391.00	0	\$10,883.00	0	\$20,153.00	0	\$59,048.00	0	\$19,983.00	0	\$1,722.00	0	\$3,643.00	0	\$15,302.00	0	151,392
02 Appalachen	*	6,441	\$32,513.00	0	\$194,828.00	0	\$21,594.00	0	\$62,582.00	0	\$3,231.00	0	\$16,443.00	0	\$12,471.00	0	\$24,941.00	6,441	319,384
07 Beaufort	*	5,513	\$38,683.00	0	\$32,368.00	0	\$16,971.00	0	\$38,638.00	0	\$3,639.00	0	\$17,537.00	0	\$9,747.00	0	\$5,747.00	5,513	297,539
09 Bladen	*	6,187	\$47,786.00	0	\$15,573.00	0	\$18,343.00	0	\$32,483.00	0	\$5,332.00	0	\$6,887.00	0	\$2,624.00	0	\$4,844.00	6,187	217,526
10 Brunswick	*	25,697	\$128,333.00	0	\$230,486.00	0	\$43,833.00	0	\$26,887.00	0	\$4,806.00	0	\$16,810.00	0	\$30,805.00	0	\$26,997.00	25,697	573,696
11 Burdcombe	*	19,582	\$297,625.00	0	\$415,257.00	0	\$40,387.00	0	\$111,133.00	0	\$16,505.00	0	\$30,717.00	0	\$17,514.00	0	\$30,823.00	19,582	927,741
12 Burke	*	3,718	\$123,088.00	0	\$225,777.00	0	\$36,147.00	0	\$78,333.00	0	\$4,107.00	0	\$2,333.00	0	\$16,687.00	0	\$3,718.00	3,718	485,364
13 Calhoun	*	36,512	\$116,830.00	0	\$232,191.00	0	\$77,438.00	0	\$134,577.00	0	\$22,472.00	0	\$44,566.00	0	\$18,286.00	0	\$30,779.00	36,512	746,070
14 Caldwell	*	0	\$48,214.00	0	\$194,437.00	0	\$26,158.00	0	\$53,318.00	0	\$8,987.00	0	\$17,333.00	0	\$7,827.00	0	\$19,844.00	0	373,899
16 Carteret	*	9,298	\$46,374.00	0	\$113,748.00	0	\$35,333.00	0	\$56,867.00	0	\$1,947.00	0	\$5,333.00	0	\$3,600.00	0	\$5,998.00	9,298	277,419
17 Caswell	*	0	\$35,336.00	0	\$46,713.00	0	\$4,148.00	0	\$18,333.00	0	\$1,798.00	0	\$3,368.00	0	\$3,368.00	0	\$4,738.00	0	100,994
18 Catawba	*	0	\$141,481.00	0	\$382,823.00	0	\$63,808.00	0	\$130,808.00	0	\$14,777.00	0	\$29,333.00	0	\$18,333.00	0	\$36,887.00	0	718,714
19 Chatham	*	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	0
20 Cherokee	*	0	\$27,338.00	0	\$14,718.00	0	\$5,110.00	0	\$18,221.00	0	\$7,433.00	0	\$1,465.00	0	\$6,008.00	0	\$18,013.00	0	135,636
22 Clay	*	0	\$11,440.00	0	\$32,480.00	0	\$3,438.00	0	\$4,533.00	0	\$1,465.00	0	\$3,876.00	0	\$7,774.00	0	\$1,834.00	0	51,534
23 Cleveland	*	15,530	\$188,918.00	0	\$313,823.00	0	\$31,639.00	0	\$163,763.00	0	\$7,300.00	0	\$11,060.00	0	\$29,997.00	0	\$59,993.00	15,530	754,172
24 Columbus	*	0	\$42,282.00	0	\$124,863.00	0	\$32,354.00	0	\$64,651.00	0	\$4,613.00	0	\$9,327.00	0	\$16,147.00	0	\$32,293.00	0	346,010
25 Craven	*	11,155	\$73,580.00	0	\$167,106.00	0	\$77,840.00	0	\$153,384.00	0	\$34,891.00	0	\$13,779.00	0	\$27,861.00	0	\$11,155.00	11,155	537,841
26 Cumberland	*	0	\$515,887.00	0	\$1,601,764.00	0	\$186,880.00	0	\$336,884.00	0	\$43,333.00	0	\$118,067.00	0	\$98,880.00	0	\$218,060.00	0	2,367,891
28 Dets	*	863	\$38,677.00	0	\$35,355.00	0	\$6,333.00	0	\$14,841.00	0	\$2,177.00	0	\$4,333.00	0	\$1,867.00	0	\$3,333.00	863	517,392
28 Davidson	*	10,026	\$172,788.00	0	\$345,823.00	0	\$43,363.00	0	\$94,733.00	0	\$4,936.00	0	\$9,773.00	0	\$18,743.00	0	\$43,498.00	10,026	760,455
30 Wayne	*	3,586	\$38,306.00	0	\$79,613.00	0	\$19,778.00	0	\$37,343.00	0	\$2,883.00	0	\$5,187.00	0	\$3,910.00	0	\$7,238.00	3,586	127,109
31 Duplin	*	18,393	\$71,199.00	0	\$142,387.00	0	\$78,991.00	0	\$141,982.00	0	\$2,948.00	0	\$4,103.00	0	\$4,298.00	0	\$4,298.00	18,393	485,995
33 Durham	*	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	\$6.00	0	0
53 Edgecombe	*	0	\$70,327.00	0	\$144,233.00	0	\$21,867.00	0	\$43,333.00	0	\$3,190.00	0	\$6,978.00	0	\$6,987.00	0	\$13,333.00	0	336,449
07 Foothills	*	10,350	\$123,887.00	0	\$247,333.00	0	\$49,333.00	0	\$94,887.00	0	\$19,880.00	0	\$27,880.00	0	\$18,333.00	0	\$37,788.00	10,350	593,418
34 Forsyth	*	37,250	\$336,887.00	0	\$718,987.00	0	\$213,333.00	0	\$398,880.00	0	\$11,860.00	0	\$24,833.00	0	\$48,880.00	0	\$98,880.00	37,250	1,855,149
35 Franklin	*	0	\$30,371.00	0	\$191,543.00	0	\$32,087.00	0	\$64,113.00	0	\$3,779.00	0	\$6,847.00	0	\$3,779.00	0	\$6,847.00	0	237,846
38 Gaston	*	34,860	\$197,734.00	0	\$236,060.00	0	\$45,167.00	0	\$73,333.00	0	\$47,367.00	0	\$27,828.00	0	\$39,347.00	0	\$4,860.00	34,860	923,481
58 Graham	*	0	\$13,843.00	0	\$26,883.00	0	\$4,867.00	0	\$9,333.00	0	\$1,000.00	0	\$3,880.00	0	\$3,880.00	0	\$3,880.00	0	63,843
03 Gran-Vance	*	21,614	\$103,833.00	0	\$246,060.00	0	\$43,333.00	0	\$92,878.00	0	\$13,167.00	0	\$24,333.00	0	\$17,867.00	0	\$18,333.00	21,614	640,628
40 Greene	*	1,993	\$33,896.00	0	\$61,983.00	0	\$8,748.00	0	\$18,423.00	0	\$4,887.00	0	\$9,714.00	0	\$2,627.00	0	\$4,713.00	1,993	148,205
41 Guilford	*	75,497	\$494,187.00	0	\$1,266,373.00	0	\$324,823.00	0	\$478,636.00	0	\$44,682.00	0	\$88,176.00	0	\$76,386.00	0	\$166,488.00	75,497	2,889,595
42 Halifax	*	3,519	\$41,734.00	0	\$32,455.00	0	\$38,455.00	0	\$94,887.00	0	\$7,788.00	0	\$14,736.00	0	\$7,258.00	0	\$3,519.00	3,519	341,163
43 Harnett	*	23,373	\$136,499.00	0	\$366,879.00	0	\$43,343.00	0	\$27,990.00	0	\$16,534.00	0	\$28,713.00	0	\$13,833.00	0	\$26,786.00	23,373	676,560
44 Haywood	*	8,499	\$32,794.00	0	\$183,991.00	0	\$28,909.00	0	\$49,333.00	0	\$17,881.00	0	\$3,843.00	0	\$3,183.00	0	\$3,183.00	8,499	278,423
54 Henderson	*	0	\$7,283.00	0	\$188,131.00	0	\$25,862.00	0	\$30,808.00	0	\$12,311.00	0	\$34,422.00	0	\$7,333.00	0	\$14,887.00	0	366,329
47 Hoke	*	5,777	\$40,283.00	0	\$23,333.00	0	\$38,967.00	0	\$49,887.00	0	\$4,000.00	0	\$4,000.00	0	\$12,000.00	0	\$5,777.00	5,777	382,544
48 Hyde	*	332	\$3,538.00	0	\$7,672.00	0	\$1,453.00	0	\$3,808.00	0	\$584.00	0	\$1,188.00	0	\$3,800.00	0	\$680.00	332	17,862
49 Iredell	*	2,457	\$121,887.00	0	\$43,333.00	0	\$63,333.00	0	\$129,887.00	0	\$27,934.00	0	\$13,860.00	0	\$43,333.00	0	\$43,333.00	2,457	656,629
50 Jackson	*	2,056	\$11,294.00	0	\$40,880.00	0	\$25,671.00	0	\$51,341.00	0	\$2,838.00	0	\$5,119.00	0	\$3,879.00	0	\$7,843.00	2,056	161,617
51 Johnston	*	40,305	\$230,378.00	0	\$440,748.00	0	\$39,844.00	0	\$117,887.00	0	\$7,333.00	0	\$14,867.00	0	\$7,887.00	0	\$18,333.00	40,305	922,850
52 Jones	*	66	\$3,886.00	0	\$18,183.00	0	\$2,833.00	0	\$5,711.00	0	\$1,619.00	0	\$2,834.00	0	\$4,625.00	0	\$6,111.00	66	42,834
53 Leno	*	11,288	\$88,714.00	0	\$119,277.00	0	\$23,178.00	0	\$46,387.00	0	\$8,491.00	0	\$11,881.00	0	\$11,446.00	0	\$22,888.00	11,288	348,330
54 Lenoir	*	11,022	\$88,828.00	0	\$197,036.00	0	\$29,804.00	0	\$58,807.00	0	\$14,692.00	0	\$29,863.00	0	\$9,963.00	0	\$4,887.00	11,022	448,075
55 Lincoln	*	0	\$43,842.00	0	\$91,091.00	0	\$44,481.00	0	\$81,363.00	0	\$19,861.00	0	\$37,181.00	0	\$33,966.00	0	\$18,891.00	0	317,724
56 Macon	*	0	\$42,422.00	0	\$30,843.00	0	\$12,878.00	0	\$41,449.00	0	\$1,677.00	0	\$12,878.00	0	\$2,595.00	0	\$1,677.00	0	182,427

57 Madison	1	3,254	\$14,543.00	0	\$29,281.00	0	\$13,541.00	0	\$27,080.00	0	\$467.00	0	\$1,333.00	0	\$1,333.00	0	\$2,667.00	3,254	\$3,691
58 M-T-W	1	2,125	\$33,398.00	0	\$104,419.00	0	\$27,099.00	0	\$44,798.00	0	\$2,099.00	0	\$5,117.00	0	\$3,356.00	0	\$4,813.00	2,125	\$21,085
59 Mecklenburg	1	141,764	\$93,643.00	0	\$1,764,825.00	0	\$419,641.00	0	\$437,282.00	0	\$89,847.00	0	\$177,993.00	0	\$41,432.00	0	\$122,963.00	141,764	\$4,527,949
60 Montgomery	1	5,378	\$43,993.00	0	\$47,807.00	0	\$12,487.00	0	\$34,912.00	0	\$353.00	0	\$1,947.00	0	\$3,880.00	0	\$10,880.00	5,378	\$92,228
61 Moore	1	6,242	\$45,827.00	0	\$171,653.00	0	\$32,818.00	0	\$43,836.00	0	\$2,853.00	0	\$4,794.00	0	\$3,862.00	0	\$3,183.00	6,242	\$48,468
62 Nash	1	0	\$123,578.00	0	\$246,157.00	0	\$54,321.00	0	\$72,447.00	0	\$19,162.00	0	\$36,321.00	0	\$4,415.00	0	\$2,889.00	0	\$44,612
63 New Hanover	1	14,077	\$186,430.00	0	\$320,818.00	0	\$49,782.00	0	\$99,820.00	0	\$19,344.00	0	\$32,668.00	0	\$16,428.00	0	\$30,856.00	14,077	\$739,962
64 Northampton	1	730	\$14,388.00	0	\$28,778.00	0	\$12,348.00	0	\$27,328.00	0	\$3,352.00	0	\$6,583.00	0	\$1,469.00	0	\$2,833.00	730	\$8,736
65 Onslow	1	70,782	\$314,829.00	0	\$429,857.00	0	\$34,467.00	0	\$178,912.00	0	\$13,864.00	0	\$28,806.00	0	\$13,898.00	0	\$27,797.00	70,782	\$1,352,634
66 Orange	1	0	\$8.00	0	\$1.00	0	\$1.00	0	\$1.00	0	\$1.00	0	\$1.00	0	\$1.00	0	\$1.00	0	\$1.00
67 Pamlico	1	1,195	\$13,186.00	0	\$26,371.00	0	\$3,994.00	0	\$7,988.00	0	\$1,333.00	0	\$2,667.00	0	\$333.00	0	\$1,111.00	1,195	\$9,760
68 Pender	1	2,058	\$43,811.00	0	\$108,821.00	0	\$28,827.00	0	\$43,744.00	0	\$1,333.00	0	\$10,847.00	0	\$8,827.00	0	\$13,333.00	2,058	\$77,751
69 Person	1	5,378	\$43,811.00	0	\$11,254.00	0	\$12,836.00	0	\$28,873.00	0	\$2,833.00	0	\$4,847.00	0	\$1,790.00	0	\$3,406.00	5,378	\$93,423
70 Pitt	1	1,726	\$321,789.00	0	\$293,578.00	0	\$143,894.00	0	\$287,397.00	0	\$32,841.00	0	\$45,896.00	0	\$17,456.00	0	\$34,812.00	1,726	\$78,204
71 Polk	1	0	\$11,873.00	0	\$23,845.00	0	\$3,518.00	0	\$7,831.00	0	\$1,784.00	0	\$3,518.00	0	\$344.00	0	\$689.00	0	\$2,768
72 Randolph	1	25,962	\$18,363.00	0	\$116,823.00	0	\$48,334.00	0	\$96,678.00	0	\$2,644.00	0	\$11,327.00	0	\$14,534.00	0	\$28,867.00	25,962	\$99,457
73 Richmond	1	13,081	\$17,996.00	0	\$318,581.00	0	\$34,890.00	0	\$49,800.00	0	\$381.00	0	\$1,899.00	0	\$3,880.00	0	\$18,899.00	13,081	\$43,552
74 Robeson	1	7,702	\$396,905.00	0	\$461,811.00	0	\$58,333.00	0	\$116,867.00	0	\$5,889.00	0	\$18,866.00	0	\$3,333.00	0	\$18,867.00	7,702	\$25,418
75 Rockingham	1	4,781	\$104,778.00	0	\$201,548.00	0	\$40,988.00	0	\$68,888.00	0	\$2,647.00	0	\$1,333.00	0	\$3,180.00	0	\$18,398.00	4,781	\$50,391
76 Rowan	1	18,393	\$18,725.00	0	\$341,438.00	0	\$40,243.00	0	\$90,432.00	0	\$5,348.00	0	\$19,436.00	0	\$2,748.00	0	\$17,437.00	18,393	\$43,285
77 Sampson	1	6,765	\$41,872.00	0	\$163,344.00	0	\$34,836.00	0	\$48,968.00	0	\$13,812.00	0	\$27,234.00	0	\$4,806.00	0	\$13,812.00	6,765	\$17,125
78 Scotland	1	0	\$74,398.00	0	\$148,796.00	0	\$21,483.00	0	\$42,966.00	0	\$2,713.00	0	\$5,426.00	0	\$4,825.00	0	\$9,650.00	0	\$38,760
79 Stanly	1	11,952	\$48,898.00	0	\$127,798.00	0	\$38,813.00	0	\$78,828.00	0	\$3,544.00	0	\$7,127.00	0	\$8,318.00	0	\$16,831.00	11,952	\$58,321
80 Stokes	1	3,918	\$34,898.00	0	\$68,896.00	0	\$17,833.00	0	\$35,265.00	0	\$1,333.00	0	\$4,847.00	0	\$3,333.00	0	\$6,847.00	3,918	\$18,816
81 Surry	1	398	\$48,474.00	0	\$180,848.00	0	\$22,821.00	0	\$44,641.00	0	\$8,333.00	0	\$16,867.00	0	\$11,118.00	0	\$22,831.00	398	\$33,859
82 Swain	1	531	\$12,836.00	0	\$25,872.00	0	\$4,977.00	0	\$9,954.00	0	\$2,858.00	0	\$4,877.00	0	\$1,333.00	0	\$2,667.00	531	\$1,685
83 Toe River	1	415	\$28,783.00	0	\$57,517.00	0	\$12,818.00	0	\$25,836.00	0	\$3,713.00	0	\$11,834.00	0	\$1,368.00	0	\$2,808.00	415	\$160,572
84 Transylvania	1	268	\$33,334.00	0	\$57,863.00	0	\$12,344.00	0	\$24,687.00	0	\$1,333.00	0	\$2,667.00	0	\$3,333.00	0	\$6,667.00	268	\$123,770
85 Union	1	18,924	\$18,330.00	0	\$212,460.00	0	\$84,538.00	0	\$169,076.00	0	\$19,512.00	0	\$39,023.00	0	\$6,804.00	0	\$13,808.00	18,924	\$69,312
86 Wake	1	112,946	\$741,818.00	0	\$1,483,836.00	0	\$275,878.00	0	\$550,158.00	0	\$71,344.00	0	\$142,828.00	0	\$187,438.00	0	\$241,378.00	112,946	\$3,700,636
87 Warren	1	0	\$21,827.00	0	\$43,654.00	0	\$7,008.00	0	\$14,016.00	0	\$3,333.00	0	\$6,667.00	0	\$3,333.00	0	\$6,667.00	0	\$10,982
88 Wayne	1	32,669	\$143,573.00	0	\$287,146.00	0	\$117,473.00	0	\$234,945.00	0	\$39,853.00	0	\$79,706.00	0	\$2,348.00	0	\$46,848.00	32,669	\$90,663
89 Wilkes	1	0	\$71,813.00	0	\$143,626.00	0	\$22,443.00	0	\$44,886.00	0	\$11,184.00	0	\$22,368.00	0	\$4,847.00	0	\$9,694.00	0	\$38,050
90 Wilson	1	10,890	\$112,894.00	0	\$224,887.00	0	\$34,136.00	0	\$68,272.00	0	\$17,065.00	0	\$34,129.00	0	\$7,008.00	0	\$14,016.00	10,890	\$22,834
91 Yadkin	1	6,042	\$43,448.00	0	\$86,896.00	0	\$16,118.00	0	\$32,236.00	0	\$2,338.00	0	\$4,676.00	0	\$3,305.00	0	\$6,610.00	6,042	\$24,007
92 Yancey	1	249	\$28,831.00	0	\$57,662.00	0	\$9,090.00	0	\$18,180.00	0	\$8.00	0	\$16.00	0	\$8.00	0	\$16.00	249	\$78,132
Totals	1	1,032,252	\$9,437,260	0	\$18,875,507	0	\$3,911,688	0	\$7,823,374	0	\$30,189	0	\$1,860,378	0	\$223,144	0	\$1,846,296	1,032,252	\$46,638,888

Sign and Date - DPH Program Administrator	<i>Sarah Gabriel</i>	6/24/22	Sign and Date - DPH Secretary	<i>Kimberly Lovenduski</i>	6/24/22
Sign and Date - DPH Budget Office - ATC Coordinator	<i>Sam Ruffin</i>	6/24/22	Sign and Date - DPH Secretary	<i>Si. Ruffin</i>	6/24/2022



**FY23 - FAS**  
federal award  
supplement

Activity Nbr + Name: **403 WIC**

FAS Nbr + Reason: **4** This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: **10.557** Special Supplemental Nutrition Program for Women, Infants and Children

DC rate: n/a

FAIN: **225NC705W1003**

Is award R&D?: NO

Fed awd's total amt: \$ **18,748,068**

Fed award project description: Women, Infants & Children

Fed awd date + awarding agency: 11-08-21 USDA, Food and Nutrition Service

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Federal funds from grant listed above	Total federal funds for entire Activity
Alamance	MBM7W225N3W8	965194483	\$ 31,938	\$ 854,036
Albemarle	WAAVS51PNMK3	130537822	\$ -	\$ 738,434
Alexander	XVEEJ3NY7UX9	030495105	\$ 1,461	\$ 146,479
Anson	PK8UYTSNJCC3	847163029	\$ -	\$ 151,392
Appalachian	CD7BFHB8W539	780131541	\$ 6,441	\$ 319,384
Beaufort	RN1SXF04LXN6	091567776	\$ 5,113	\$ 297,539
Bladen	TLCTJWDJH1H9	084171628	\$ 8,167	\$ 217,526
Brunswick	MJBMXLN9NJT5	091571349	\$ 25,697	\$ 573,696
Buncombe	WSTCDKMLHE69	879203560	\$ 19,588	\$ 927,741
Burke	G855APCNL591	883321205	\$ 3,718	\$ 485,384
Cabarrus	RXDXNEJKJFU7	143408289	\$ 38,512	\$ 746,070
Caldwell	HL4FGNJNGE97	948113402	\$ -	\$ 373,699
Carteret	UC6WJ2MQMJS8	058735804	\$ 9,296	\$ 277,419
Caswell	JDJ7Y7CGYC86	077846053	\$ -	\$ 100,994
Catawba	GYUNA9W1NFM1	083677138	\$ -	\$ 718,714
Chatham	KE57QE2GV5F1	131356607	\$ -	\$ -
Cherokee	DCEGK6HA11M5	130705072	\$ -	\$ 135,655
Clay	HYKLQVNWLXK7	145058231	\$ -	\$ 51,394
Cleveland	UWMUYMPVL483	879924850	\$ 15,538	\$ 754,172
Columbus	V1UAJ4L87WQ7	040840016	\$ -	\$ 346,010
Craven	LTZ2U8LZQ214	091564294	\$ 11,155	\$ 537,641
Cumberland	HALND8WJ3GW4	123914376	\$ -	\$ 2,367,691
Dare	ELV6JGB11QK6	082358631	\$ 863	\$ 117,395
Davidson	C9P5MDJC7KY7	077839744	\$ 10,026	\$ 750,452
Davie	L8WBGLHZV239	076526651	\$ 3,586	\$ 172,109
Duplin	KZN4GK5262K3	095124798	\$ 18,393	\$ 465,995
Durham	LJ5BA6U2HLM7	088564075	\$ -	\$ -
Edgecombe	MAN4LX44AD17	093125375	\$ -	\$ 336,449
Foothills	NGTEF2MQ8LL4	782359004	\$ 10,358	\$ 593,416
Forsyth	V6BGVQ67YPY5	105316439	\$ 37,250	\$ 1,855,149
Franklin	FFKTRQCNN143	084168632	\$ -	\$ 237,646
Gaston	QKY9R8ABD5J6	071062186	\$ 34,860	\$ 923,491
Graham	L8MAVKQJTYN7	020952383	\$ -	\$ 63,943
Granville-Vance	MGQJKK22EJB3	063347626	\$ 21,514	\$ 640,628
Greene	VCU5LD71N9U3	091564591	\$ 1,992	\$ 148,205
Guilford	YBEQWGFJPMJ3	071563613	\$ 75,497	\$ 2,889,595
Halifax	MRL8MYNJ3Y5	014305957	\$ 3,519	\$ 341,163
Harnett	JBD9D9V41BX7	091565986	\$ 23,373	\$ 676,550
Haywood	DQHZEVAV95G5	070620232	\$ 8,499	\$ 276,423
Henderson	TG5AR81JLFQ5	085021470	\$ -	\$ 366,329
Hoke	C1GWSADARX51	091563643	\$ 5,777	\$ 362,544
Hyde	T2RSYN36NN64	832526243	\$ 332	\$ 17,862
Redell	XTNRLKJLA4S9	074504507	\$ 2,457	\$ 656,829

FY23 - FAS  
federal award  
supplement

Activity Nbr + Name: 403

WIC

FAS Nbr + Reason: 4

This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

CFDA Nbr + Name: 10.557

Special Supplemental Nutrition Program for Women, Infants and Children

DC rate: n/a

FAIN: 225NC705W1003

Is award R&D?: NO

Fed awd's total amt: \$ 18,748,068

Fed award project description: Women, Infants & Children

Fed awd date + awarding agency: 11-08-21 USDA, Food and Nutrition Service

Subrecipient	Subrecipient UEI	Subrecipient DUNS	Federal funds from grant listed above	Total federal funds for entire Activity
Jackson	X7YWWY6ZP574	019728518	\$ 2,058	\$ 161,617
Johnston	SYGAGEFDHYR7	097599104	\$ 40,305	\$ 922,960
Jones	HE3NNUE27M7	095116935	\$ 66	\$ 42,894
Lee	F6A8UC99JWJ5	067439703	\$ 11,288	\$ 349,530
Lenoir	QKUF137VPGH6	042789748	\$ 11,022	\$ 446,075
Lincoln	UGGQGSSKBGJ5	086869336	\$ -	\$ 317,724
Macon	LLPJBC6N2LL3	070626825	\$ -	\$ 192,427
Madison	YQ96F8BJYTJ9	831052873	\$ 3,254	\$ 93,691
MTW	ZKK5GNRNBHY6	087204173	\$ 2,125	\$ 261,085
Mecklenburg	EZ15XL6BMM68	074498353	\$ 141,764	\$ 4,527,949
Montgomery	E78ZAJM3BFL3	025384603	\$ 5,378	\$ 192,228
Moore	HFNSK95FS7Z8	050988146	\$ 6,242	\$ 348,468
Nash	NF58K566HQM7	058425677	\$ -	\$ 544,812
New Hanover	F7TLT2GMEJE1	040029563	\$ 14,077	\$ 739,962
Northampton	CRA2KCAL8BA4	097594477	\$ 730	\$ 98,736
Onslow	EGE7NBXW5JS6	172663270	\$ 70,782	\$ 1,352,634
Orange	GFFMCW9XDA53	091575191	\$ -	\$ -
Famlico	FT59QFEAU344	097600456	\$ 1,195	\$ 59,760
Pender	T11BE678U9P5	100955413	\$ 2,058	\$ 277,751
Person	FQ8LFJGMABJ4	091563718	\$ 5,378	\$ 193,423
Pitt	VZNPMLFT5R6	080889694	\$ 1,726	\$ 978,204
Folk	QZ6BZPGLX4Y9	079067930	\$ -	\$ 52,788
Randolph	T3BUM1CVS9N5	027873132	\$ 25,962	\$ 699,457
Richmond	Q63FZNTJM3M4	070621339	\$ 13,081	\$ 443,552
Robeson	LKBEJQFLAAK5	082367871	\$ 7,702	\$ 825,418
Rockingham	KGCCCCJJZZ43	077847143	\$ 4,781	\$ 450,391
Rowan	GCB7UCV96NW6	074494014	\$ 18,393	\$ 543,285
Sampson	WRT9CSK1KJY5	825573975	\$ 8,765	\$ 417,125
Scotland	FNVTCUQGCHM5	091564146	\$ -	\$ 308,760
Stanly	U86MZUYPL7C5	131060829	\$ 11,952	\$ 368,321
Stokes	W41TRA3NUNS1	085442705	\$ 3,918	\$ 178,816
Surry	FMWCTM24C9J8	077821858	\$ 398	\$ 333,859
Swain	TAE3M92L4QR4	146437553	\$ 531	\$ 61,685
Toe River	JUA6GAUQ9UM1	113345201	\$ 415	\$ 160,572
Transylvania	W51VGHGM8945	030494215	\$ 266	\$ 123,770
Union	LHMKBD4AGRJ5	079051637	\$ 18,924	\$ 669,312
Wake	FTJ2WJPLWMJ3	019625961	\$ 112,946	\$ 3,700,936
Warren	TLNAU5CNHSU5	030239953	\$ -	\$ 103,982
Wayne	DACFHCLQKMS1	040036170	\$ 32,669	\$ 930,663
Wilkes	M14KKHY2NNR3	067439950	\$ -	\$ 336,050
Wilson	ME2DJHMYWG55	075585695	\$ 10,890	\$ 522,834
Yadkin	PLCDT7JFA8B1	089910624	\$ 6,042	\$ 214,007
Yancey	M45JK9AKVEZ8		\$ 249	\$ 79,132



## DEPARTMENTAL REQUEST FOR BUDGET ACTION

BUDGET INFORMATION:

[illegible]



# Account Inquiry [Rowan County]

M

Back
 Search
 Browse
 Output
 Print
 Display
 PDF
 Save
 Excel
 Word
 Email
 Schedule
 (0) Attach
 Detail
 Months
 Seg Find
 T

Account

Fund 1010 ... GEN FD  
 Org 1156110 ... LIBRY EXP  
 Object 585073 ... LSTA GRANT  
 Project  ...

Acct 1010-61-6100-6100-6110-0000-000-5-585073-  
 Acct name GRANT - LSTA  
 Type Expense  
 Rollup  ...   
 Sub-Rollup  ...   
☐ MultiYr Fund

Status Active  
 Account Notes

- 4 YEAR COMPARISON
- GAAP W/CARRY FORWARD
- HISTORY
- 4 YEAR GRAPH
- HISTORY GRAPH

Yr/Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00		.00		.00		.00	
Transfers In	36,000.00		.00		26,917.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	36,000.00		.00		26,917.00		.00	
Actual (Memo)	.00		.00		20,869.53		.00	
Encumbrances	33,328.00		.00		.00		.00	
Acquisitions	.00						.00	
Available	2,672.00		.00		6,047.47		.00	
Percent used	92.58		.00		77.53		.00	

Display detail information for current account.



**Rowan County**

130 West Innes Street

Salisbury, NC 28144

(704) 216-8170 Fax (704) 216-8110

Fed Tax ID No. 56-6000336

# Purchase Order

Fiscal Year 2022

Page: 1 of: 1

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ROWAN PUBLIC LIBRARY

MAIN HEADQUARTERS

201 WEST FISHER STREET

SALISBURY, NC 28144

Email: [pam.nance@rowancountync.gov](mailto:pam.nance@rowancountync.gov)

Phone: 704-216-8228

Fax: 704-216-8237

THIS NUMBER MUST APPEAR ON ALL  
INVOICES, PACKAGES AND SHIPPING PAPERS.Purchase  
Order #**22000825**THIS INSTRUMENT HAS BEEN PREAUDITED IN  
THE MANNER REQUIRED BY THE LOCAL  
GOVERNMENT BUDGET AND FISCAL  
CONTROL ACT.**V  
E  
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ENVISIONWARE INC.

ENVISIONWARE, INC.

2855 PREMIERE PKWY NW STE A

DULUTH, GA 30097-5201

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ROWAN PUBLIC LIBRARY

MAIN HEADQUARTERS

201 WEST FISHER STREET

SALISBURY, NC 28144

Email: [pam.nance@rowancountync.gov](mailto:pam.nance@rowancountync.gov)

Phone: 704-216-8228

Fax: 704-216-8237

Vendor Phone Number		Vendor Fax Number		Requisition Number	Delivery Reference		
678-584-5911				1077	Pam Nance		
Date Ordered	Vendor Number	Date Required	Delivery Destination		Department/Location		
05/18/2022	9707				LIBRARY MAIN OFFICE		
Item#	Description/PartNo			QTY	UOM	Unit Price	Extended Price
	self service chekouts The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading						
1	self service checkouts  Freight: \$1940.00 Deliver To: ROWAN PUBLIC LIBRARY MAIN HEADQUARTERS 201 WEST FISHER STREET SALISBURY, NC 28144 Email: <a href="mailto:pam.nance@rowancountync.gov">pam.nance@rowancountync.gov</a> Phone: 704-216-8228 Fax: 704-216-8237			1.0	EACH	\$31,388.00	\$31,388.00

By: Anna R. Bumgarne  
Director of PurchasingBy: James M. Hadden  
Finance Director

Total Ext. Price	\$31,388.00
Total Freight	\$1,940.00
<b>PO Total</b>	<b>\$33,328.00</b>



**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Carolyn Barger, Clerk to the Board  
**DATE:** July 25, 2022  
**SUBJECT:** Consider Approval of Board Appointments

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**ATTACHMENTS:**

**Description**

Board Appointments

**Upload Date**

7/25/2022

**Type**

Cover Memo

**MONTHLY BOARD APPOINTMENTS  
AUGUST 1, 2022  
COMMISSION MEETING**

**AIRPORT ADVISORY BOARD**

Kirk Beatty submitted his resignation to the Airport Director on July 20, 2022. The Board is asked to accept Mr. Beatty's resignation for the record.

The seat vacated by Mr. Beatty is for a Pilot and the County has received the following applications:

<b>APPLICANT</b>	<b>OCCUPATION</b>	<b>CURRENT EMPLOYER</b>
Stephen Graham Johnson	Pilot	AeroTec Aviation
James Javurek	Pilot	American Airlines
Garry Dale Perry	Pilot	Retail Business Services (Ahold Delhaize)
Jeffrey Alan Matthews	Co-Owner	Distinctive NatureScapes, Inc

The selected applicant will fill the remainder of Mr. Beatty's term, which expires June 30, 2023.

**LOCKE VOLUNTEER FIRE DEPARTMENT FIRE COMMISSIONERS**

Lynn Aldridge applied to fill a vacant seat that will expire on July 31, 2024.



# Mr Stephen Graham Johnson

Rowan County | Generated 7/25/2022 @ 4:51 pm by OnBoard2 - Powered by ClerkBase

## Status

	Name	Board	Vacancies	Status
	Mr Stephen Graham Johnson	Airport Advisory Board	0	BoC Meeting
Application Date	4/14/2022			
Expiration Date	4/14/2024			
Board Member	Stephen Graham Johnson			
Status	Validated			

## Basic Information

### Name

Mr Stephen Graham Johnson

### Business/Civic Experience and why you feel you are qualified for this appointment:

I currently run multiple companies here in Rowan county and am an active member in the Salisbury community. I am at the airport probably more than anyone else. I would love to be able to help the airport grow and continue to represent my home town of Salisbury.

### Have you ever been convicted of a felony?

No

### County of Residence

Rowan

## Contact Information

### Address

610 Spence Dr  
Salisbury, NC 28144

### Resident

Yes

### Ward/District

### Phone

7049048125

### Email

thepilotstephen@gmail.com

## Occupation

### Employer

AeroTec Aviation

### Occupation

Pilot

## Other Questions

### Question #4

#### Are you a Rowan County Government employee?

No

## Gender

### What is your gender?

Male

# James Javurek

Rowan County | Generated 7/25/2022 @ 4:52 pm by OnBoard2 - Powered by ClerkBase

## Status

**Name** James Javurek  
**Application Date** 3/4/2021  
**Expiration Date** 3/4/2023  
**Board Member** James Javurek  
**Status** Validated

## Board

Airport Advisory Board

## Vacancies

0

## Status

BoC Meeting

## Basic Information

### Name

James Javurek

**Business/Civic Experience and why you feel you are qualified for this appointment:**

Mid-Carolina Aviation

**Have you ever been convicted of a felony?**

NO

**County of Residence**

ROWAN

## Contact Information

### Address

3670 Airport Loop Road  
Salisbury, NC 28147

### Resident

Yes

**Ward/District**

### Phone

7045167354

### Email

jamie@flymcaviation.com

## Occupation

### Employer

American Airlines

### Occupation

Captain, A320

## Gender

**What is your gender?**

Male

## **James Leslie Javurek**

P.O. Box 1085  
China Grove, NC 28023-1085  
(Salisbury, NC residence)  
jamie@10cclub.com  
(704) 516-7354

### **PERSONAL DATA**

Date of Birth:	11 October 1957	Height:	5'9"
Family Status:	Married 35 years, three children	Weight:	185 pounds
Pilot Certificate #:	2619245	FAA 1st Class:	09 JUL 2020

### **EMPLOYMENT AND FLIGHT EXPERIENCE**

American Airlines, Inc.  
5501 Josh Birmingham Pkwy  
Charlotte, NC 28208

Captain, A319/A320/A321  
March 1987 to October, 2022  
LOSA Observer 2014

US Airways, Inc. (Piedmont Airlines)  
4000 East Sky Harbor Blvd.  
Phoenix, AZ 85034

Flight Engineer Line Check Instructor  
June 1987 to December 1987

Southtec Aviation LLC  
Glenn Lawler

March 2013 to February 2016  
Diamond Aircraft Service and Repair  
(Maintenance, as needed)

### **FLIGHT QUALIFICATIONS**

Total Flight Time:	22,235 hours
PIC Time:	10,827 hours
A330 First Officer:	82 hours
A319/320/321 Captain:	4,735 hours
A319/320/321 First Officer:	404 hours
B757-200/B767-200 First Officer:	1,749 hours
737-3/400 Captain	385 hours
737-3/400 First Officer:	4,291 hours
DC-9 First Officer:	486 hours
F100 First Officer:	2,109 hours
B727-200 First Officer and Flight Engineer:	1,587 hours
FAR Part 135 and General Aviation:	5,655 hours
Tailwheel:	~110 hours
Helicopter-Reciprocating:	169 hours
Flight Instruction given, General Aviation	1311 hours

**NO FAA VIOLATIONS**

### **CERTIFICATES AND RATINGS**

Airline Transport Pilot: Airplane Multiengine Land  
Type ratings: A-319/320/321, A-330, ERJ-170/190, B-757/767, B-737, G-V/350/450/550 and SA-227  
Commercial Privileges: ASMEI & ASES, Airplane/Helicopter Instrument, Glider  
Certified Flight Instructor: ASMEI, Helicopter, Instrument Airplane and Helicopter  
FAA Mechanic Airframe & Powerplant  
Flight Engineer-Turbojet powered

## **BUSINESS OWNER**

Mid-Carolina Aviation, Inc.  
Flight School  
3670 Airport Loop Road  
Salisbury, NC. 28147-8921

January 2018 to Present

Race City Auto Parts, LLC  
DBA Carquest Auto Parts  
Kannapolis, NC

July 2009 to August 2011

## **EDUCATION**

Embry-Riddle Aeronautical University  
Daytona Beach, FL  
September 1976 to August 1979

BS Aeronautical Science  
Flight Management- minor

Keith Country Day School  
Rockford, IL

High School Diploma  
August 1971 to 1975

## **ADDENDUM**

Helicopteres Guimbal Cabri G2 Maintenance School  
Diamond DA-20/DA-40/DA-42 Maintenance Schools  
Robinson Helicopter R-22/R-44/R-66 Maintenance School  
Robinson Helicopter Safety Course  
Current US Passport

20 May 2015  
25 October 2013  
22 February 2013  
29 June 2006  
Expires: 08 June 2020

## **EDUCATIONAL GOALS**

Attend the Lycoming Piston Engine Service School and Disassembly/Assembly Course  
Attend the Rolls Royce RR300 Engine maintenance course

## **ATTACHMENTS** (as requested)

Passport  
FAA 1<sup>st</sup> Class Medical  
Airline Transport Certificate  
Flight Instructor Certificates. CFI-A, CFI-IA, CFI-ME, CFI-H, CFI-IH  
Mechanic Airframe and Power-plant Certificate  
Flight Engineer – Turbojet Certificate  
Robinson Pilot Safety Course Certificate  
Robinson Factory Maintenance Training Course Certificate  
Diamond DA20/DA-40 Maintenance Training Course Certificate  
Diamond DA42NG/VI & Austro Engine AE-300 Maintenance Training Course Certificate  
Helicopteres Guimbal Cabri G2 Maintenance Certificate

## **REFERENCES**

Jeff Moore, Director of Flight-CLT, American Airlines, Inc.  
Domingo Alfaro, Chief Pilot-MIA, American Airlines, Inc.  
Roger Mason, FAA Air Carrier Inspector-MCO  
David Frasier, FAA National Simulator Team-DFW

# Garry Dale Perry

Rowan County | Generated 7/25/2022 @ 4:32 pm by OnBoard2 - Powered by ClerkBase

## Status

**Name** Garry Dale Perry  
**Application Date** 7/12/2021  
**Expiration Date** 7/12/2023  
**Board Member** Garry Dale Perry  
**Status** Validated

### Board

Airport Advisory Board

### Vacancies

0

### Status

BoC Meeting

## Basic Information

### Name

Garry Dale Perry

### Business/Civic Experience and why you feel you are qualified for this appointment:

I have been continuously employed by the Army National Guard and Retail Business Services in a professional aviation career in Rowan County at the Mid-Carolina Regional Airport for over thirty-two years. I have the unique perspective of being a tenant and continuous user both professionally and personally of the Mid-Carolina Regional Airport for over three decades. My latest and current military assignment is as an Aviation Safety Officer at the Army Aviation Support Facility on National Guard Road. My full time career is with Retail Business Services as a corporate pilot a current tenant, 400 Airport Road, Salisbury, NC 28147.

I have a fully life time invested interest in the efficient, effective management and promotion of the Mid-Carolina Regional Airport for now and in the future. I will provide the board with the unique blended military and civilian aviation perspective with an emphasis subject matter as a certified Aviation Safety Officer trained at the Army Aviation Safety Center, Fort Rucker, Alabama and current corporate tenant as a corporate pilot with Retail Business Services.

### Have you ever been convicted of a felony?

no

### County of Residence

Rowan

## Gender

### What is your gender?

Male

## Contact Information

### Address

3003 Sides Road  
Rockwell, NC 28138

### Resident

Yes

### Ward/District

### Phone

704-804-0818

### Cell Phone

704-804-0818

### Email

cw2av8tor@yahoo.com

## Occupation

### Employer

Retail Business Services

### Occupation

Corporate Pilot



# Garry Perry

## Corporate Pilot

Salisbury, NC 28146

cw2av8tor@yahoo.com

(704) 804-0818

Career professional pilot FLIGHT TIME Total Flight Time 6000 PIC 3000 SIC 2042 Instructor 1425  
Airplane Multi-Engine 1520 Airplane Single-Engine 151 Jet 300 Helicopter 3695 Instrument 256  
NVG/NVS 501.8 Night 220 Combat 1100 RATINGS AND CERTIFICATES COMMERCIAL PILOT - Rotorcraft-  
Helicopter, Airplane Multi-Engine Land, Airplane Single Engine Land, Instrument Helicopter and  
Airplane CERTIFIED FLIGHT INSTRUCTOR - Instrument Flight Examiner TYPE RATING - SA227 (C-26),  
560XL (Citation XLS+) SECRET Security Clearance  
Authorized to work in the US for any employer

## Work Experience;

### **Corporate Pilot, Citation XLS+ RETAIL BUSINESS SERVICES - Salisbury, NC**

January 2019 to Present

Pilot in command in the Citation XLS+. Providing exceptional corporate aviation service to the executives and employees of all the Ahold Delhaize USA companies. Providing corporate aviation service during day/night and varying adverse weather conditions throughout our corporate footprint globally.

### **C-26 METROLINER PILOT ARMY AVIATION SUPPORT FACILITY - Morrisville, NC**

March 2013 to Present

Pilot in command the C-26E Metroliner while providing Operational Support Airlift Command (OSACOM) airplane support during day/night and adverse weather conditions CONUS and OCONUS. Coordinate, Plan and execute supported army aviation fixed-wing missions throughout the US and the world based on OSACOM directives and the needs of the C-26 community including predominately VIP transport during peacetime and wartime.

### **UH-60 INSTRUCTOR PILOT/PIC/SIC ARMY AVIATION SUPPORT FACILITY - Salisbury, NC**

December 2004 to Present

Administer Aircrew Training Program (ATP) as an Instructor Pilot for the U.S. Army. Train and evaluate pilots in all aspects of Army aviation, to include standards, military and civilian regulations, tactics, and techniques. Administer annual and no-notice instrument flight evaluations to assigned aircrew. Safely and efficiently provide all-weather, day/night transport of combat troops, VIPs, supplies, and equipment during garrison and combat operations. Conduct Air Assault, Sling Load, Bambi-Bucket, Fast Rope, Helicopter Aquatic Rescue Team (HART) missions with short notice. Provide coordination and oversight for assigned aircrew simulator period scheduling and training. Perform assigned duties as the facility Aviation Safety Officer (ASO).

### **ARMY SOLDIER**

October 1989 to Present

Multiple assignments beginning as a computer repairer. Graduated from Army Flight School November 1997. My primary aircraft assignments as a pilot have been the UH-1H Huey, UH-60L Blackhawk and the C-26E Metroliner.

**POLICE OFFICER** Salisbury, NC

January 1996 to December 2004

Proactively protect lives and property by patrolling assigned areas and responding to calls for service. Enforce state laws and local ordinances in accordance with subject matter and territorial jurisdiction of assignment. Investigate reports of criminal activity, domestic violence and traffic accidents throughout the city of Salisbury. Report crimes, violations and incidents through the FBI/IBR (incident based reporting) system. Apprehend, arrest and cite violators and violations as a part of crime prevention and detection efforts.

Education

**High school or equivalent in U.S. ARMY PROFESSIONAL MILITARY EDUCATION**

IN EMBRY RIDDLE UNIVERSITY - Salisbury, NC

2013

# Mr. Jeffrey Alan Matthews

Rowan County | Generated 7/25/2022 @ 4:33 pm by OnBoard2 - Powered by ClerkBase

## Status

	Name	Board	Vacancies	Status
Application Date	Mr. Jeffrey Alan Matthews	Airport Advisory Board	0	BoC Meeting
Expiration Date	6/16/2022			
Board Member	6/16/2024			
Status	Jeffrey Alan Matthews			Validated

## Basic Information

### Name

Mr. Jeffrey Alan Matthews

### Business/Civic Experience and why you feel you are qualified for this appointment:

I have served on the Board of Directors for Locke Township Fire Department from 2009 to 2022. During this tenure, I served as Secretary and on several Board sub committees. In addition to my work/business experience (see Resume) I am an active member and have served in many leadership roles at First United Methodist Church Salisbury. I have held a student pilot's license in my past and continue to have an avid interest in General Aviation.

### Have you ever been convicted of a felony?

No

### County of Residence

Rowan

## Contact Information

### Address

185 Waterford drive  
185 Waterford drive  
Salisbury, NC 28147

### Resident

Yes

### Ward/District

### Phone

704-637-8985

### Cell Phone

704-202-1571

### Email

jeffamatthews1@gmail.com

## Occupation

### Employer

Distinctive NatureScapes, Inc.

### Occupation

Co-Owner

## Other Questions

### Question #4

#### Are you a Rowan County Government employee?

No

## Gender

### What is your gender?

Male

## Jeffrey A. (Jeff) Matthews

185 Waterford Drive

Salisbury, NC 28147

H: (704) 637-8985 M: (704) 202-1571

[jeffamatthews1@gmail.com](mailto:jeffamatthews1@gmail.com)

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### PROFILE

A broadly experienced and accomplished business owner and manufacturing management professional with a record of achievement in a diverse array of organizations including a Fortune 250 company. A proven leader, facilitator, and team builder with excellent communication skills.

### EXPERIENCE

1998 – Present

#### **Distinctive NatureScapes, Inc.**

Distinctive NatureScapes, Inc. is a closely held landscape construction corporation offering design/build landscape, hardscape, irrigation, and lighting systems for residential and commercial customers as well as professional grounds maintenance services.

#### **Founder & Co-Owner, Salisbury, NC**

- Licensed NC Landscape Contractor
- Licensed NC Irrigation Contractor
- Licensed NC Pesticide Applicator
- Licensed Restricted, Limited Plumber

1986 – 1998

#### **Collins & Aikman Corporation** U.S. Automotive Carpet Division

Collins & Aikman is a world leader in the production of automotive interior systems – textile and plastic trim, acoustics and convertible tops – to the global automotive industry. For the year of 1997, the Company's net sales were \$1.7 billion.

1993 – 1998

#### **Vice President of Operations, Albemarle, North Carolina**

Responsible for the total manufacturing activities in a 700 team member facility involved in the tufting, dyeing, finishing, and coating of automotive carpet.

- Complete P&L responsibility with annual operating budget of \$17.0MM.
- Develop and direct the implementation annual operating plan and objectives including capital budget of \$3.0MM.



- Coordinate development of annual plant long range operating plan.
- Plant Coordinator for QS-9000 Steering Committee.
- Successfully lead team in \$10.0MM capacity expansion project.

**Accomplishments:**

- Reduced quality cost of non-conformance by 54% from 1993 to 1998
- Received Superior Quality Award – Toyota Motor Company – Japan 1994
- 1996 GM Floor and Trunk Supplier of the Year

1988-1993

**Plant Manager, Salisbury, North Carolina**

Responsible for total manufacturing activities in a 200 team member facility involved in die cutting and fabrication of automotive interior carpet and trunk trim.

- Complete P&L responsibility with annual operating budget of \$4.0MM
- Develop and implement overall annual operating plan and objectives
- Coordinate development of annual plant long range plan
- Develop plant overall policy, strategy, structure, and methodology for team member integration into C&A's production system.

**Accomplishments:**

- Directed on-site team in the design and construction of 105,000 sq. ft. manufacturing plant – 1991
- Reduced quality cost of non-conformance by 45% between 1990 and 1993
- Ford Motor Corp. – Q1 Performer
- General Motor Corp. – Target for Excellence Award
- Chrysler Corp. – QE Award 1992
- Toyota Motor Mfg. – Superior Quality Award
- Subaru – Isuzu: Quality Award 1992

1986-1988

**Industrial Engineering Manager, Old Fort, NC**

Responsible for managing IE staff to achieve short and long term cost reduction projects, develop and coordinate Long Range Plan and Capital Budgets and establish and manage standard cost data for all aspects of total product costs.

**Hobbies/Interests:** Photography, woodworking, fishing, and golf. I have held a student pilot license.



# A Lynn Aldridge

Rowan County | Generated 7/13/2022 @ 5:12 pm by OnBoard2 - Powered by ClerkBase

## Status

	Name	Board	Vacancies	Status
Application Date	A Lynn Aldridge	Locke Volunteer Fire Department Fire Commissioners	0	Pending
Expiration Date	7/13/2022			
Board Member	7/13/2024			
Status	A Lynn Aldridge			Validated

## Basic Information

### Name

A Lynn Aldridge

### Business/Civic Experience and why you feel you are qualified for this appointment:

I have lived and worked in Rowan County all of my life. I have lived in the Locke Fire District all of my life. I would like to take this opportunity to give back to my community.

### Have you ever been convicted of a felony?

no

### County of Residence

Rowan

## Contact Information

### Address

1200 Crossover Ridge Dr  
Salisbury, NC 28147

### Resident

Yes

### Ward/District

Locke

### Phone

704-431-5266

### Email

lpkm@bellsouth.net

## Occupation

### Employer

retired/ Rowan County Health  
Department

## Other Questions

### Question #4

Are you a Rowan County Government employee?

No

## Gender

What is your gender?

Male

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Carolyn Barger, Clerk to the Board  
**DATE:** July 26, 2022  
**SUBJECT:** To Consider Approval of Closed Session Minutes

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The Board is asked to enter into Closed Session in accordance with North Carolina General Statute 143-318.11(a)(1) to consider approval of the minutes of the Closed Sessions held on June 6, 2022, June 20, 2022, and July 18, 2022.

**ROWAN COUNTY**  
**A COUNTY COMMITTED TO EXCELLENCE**



**130 West Innes Street - Salisbury, NC 28144**  
**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Valerie Steele, Airport & Transit Director  
**DATE:** 7/18/2022  
**SUBJECT:** To Consider Real Estate Negotiations

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The Board is asked to enter into Closed Session in accordance with North Carolina General Statute 143-318.11(a)(5) to consider real estate negotiations.