

Division of Public Health Agreement Addendum FY 19-20

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Chatham County Public Health Department
Local Health Department Legal Name

Epidemiology / PH Preparedness & Response
DPH Section / Branch Name

514 NC Public Health Emergency Preparedness
Activity Number and Description

Wayne Mixon, (919) 546-1831
wayne.mixon@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

06/01/2019 – 05/31/2020
Service Period

DPH Program Signature **Date**
(only required for a negotiable agreement addendum)

07/01/2019 – 06/30/2020
Payment Period

- Original Agreement Addendum**
 Agreement Addendum Revision # ____

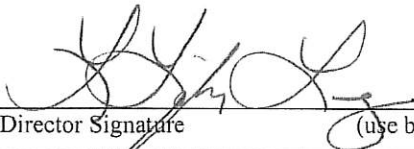
I. Background:

Since 2002, the Centers for Disease Control (CDC) has provided funding through the Public Health Emergency Preparedness (PHEP) cooperative agreement to help health departments build and strengthen their abilities to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events. PHEP is a critical source of funding for state, local, and territorial public health departments.

Division of Public Health (DPH), Public Health Preparedness & Response (PHP&R) Branch, makes PHEP funds available to all local health departments through a funding formula developed in conjunction with and agreed to by the North Carolina Association of Local Health Directors, which is based on population, land square miles and total square miles. These funds enable the local health departments to upgrade and integrate local public health preparedness and response to public health emergencies with federal, state, local and tribal governments, the private sector, and non-governmental organizations.

II. Purpose:

The emergency preparedness and response efforts made by the Local Health Department are intended to support the National Response Framework and the National Incident Management System. Funds awarded under the CDC Public Health Emergency Preparedness Cooperative Agreement will be used to enhance all hazards planning and direction, coordination and assessment, surveillance and detection capacities, risk communication and health information dissemination, telecommunications capabilities, and education and training.



Health Director Signature (use blue ink)

3-7-19
Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Michael Zelick</u>
	Phone number with area code: <u>(919) 545-8466</u>
	Email address: <u>Michael.Zelick@chathamnc.org</u>

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

Revised July 2018

III. Scope of Work and Deliverables:

The Local Health Department shall:

1. Designate, at minimum, one representative as a Public Health All-Hazards Preparedness Planner/Coordinator. This person shall participate in state and regional planning processes by attending, at minimum:
 - a. 75% of the PHP&R regional planning meetings in the Local Health Department's PHP&R region. To receive credit for attendance at each regional planning meeting the representative must stay for a minimum of 75% of the time allotted for the meeting. Trainings and other applicable meetings can count toward this requirement if approved by the Program Manager of PHP&R in advance.
 - b. The annual PHP&R Preparedness Symposium.
2. Assign a member of its staff to act as a point of contact with the PHP&R Branch and to provide support for the work and function of the Local Health Department's Public Health All-Hazards Preparedness Planner/Coordinator.
3. Meet the following Public Health Emergency Preparedness (PHEP) requirements:
 - a. Complete quarterly call down drills, Government Emergency Telecommunications Services (GETS) Card checks, redundant communication platform checks and system checks.
 - b. Complete Training and Exercise Planning Workshop (TEPW) and a Multi-Year Training and Exercise Plan (MYTEP), as well as trainings and exercises with After Action Reports and Corrective Action Plans per Homeland Security Exercise Evaluation Plan (HSEEP) guidance.
 - c. Complete an annual Medical Countermeasure (MCM) Action Plan by May 31, 2020 and provide updates quarterly to the regional Public Health Preparedness & Response (PHP&R) Pharmacist.
 - d. Complete an annual ORR self-assessment and submit all required forms and evidence to the North Carolina Disease Event Tracking and Epidemiological Collection Tool (NC DETECT) database no later than May 31, 2020.
 - e. Provide updates and data for each Point of Dispensing/Local Receiving Site (POD/LRS) location, hospital information sheets, and other documents as requested.
4. Maintain preparedness and response activities by:
 - a. Maintaining a system to receive reports of communicable diseases, environmental hazards or other public health threats on a 24-hours-a-day, 7-days-a-week basis.
 - b. Maintain radio equipment, as assigned, to communicate with local, regional and state emergency communication networks.
 - c. Establishing and maintaining an OSHA-compliant respiratory protection program in accordance with 29 CFR 1910.134. This may be done in conjunction with other programs in the Local Health Department.
 - d. Maintaining a current Incident Command System (ICS) and National Incident Management System (NIMS) as guided by the North Carolina Public Health Workforce ICS and NIMS Training Directive.
 - e. Maintaining staff members to execute the duties and responsibilities of Public Information Officer (PIO) and backup PIO. These staff members should be trained according to guidelines listed in the North Carolina Public Health Public Information Training Guide.

IV. Performance Measures/Reporting Requirements:

The Local Health Department shall:

1. Provide data as requested by PHP&R that supports the reporting on performance and deliverables as defined by the CDC Public Health Emergency Preparedness Cooperative Agreement. The essential data elements are found in the CDC Public Health Preparedness Capabilities national standards document and subsequent updates from CDC. Preparedness activities will be aimed at achieving, at minimum, locally applicable priority elements as defined in the CDC Public Health Preparedness Capabilities document.
2. Submit the following updates and reports to the Local Health Department's PHP&R Regional Training and Exercise Coordinator:
 - a. Homeland Security Exercise and Evaluation Program (HSEEP) documentation within 120 days of the conclusion of an exercise or real-world event/incident.
 - b. After Action Reports (AARs) within 120 days of the conclusion of an exercise or real-world event/incident.
 - c. Other documents as required by the CDC within 120 days of the conclusion of an exercise or real-world event/incident.
3. Submit Monthly Expenditure Monitoring Reports (EMRs) no later than 30 days after the month ends to the PHP&R Subrecipient Grants Monitor.
4. Provide all plans and documents for review by PHP&R staff, when requested. Plans and other documents must be consistent with state and federal requirements and must be specific to your local public health area.

V. Performance Monitoring and Quality Assurance:

PHP&R will provide technical support to the Local Health Department in preparedness planning, training, and exercising. Templates, best practices, and conferences will be provided on an ongoing basis. PHP&R staff will maintain open communication with the Local Health Department and will therefore, receive and respond to all questions related to preparedness and response, SNS, exercises, telecommunications, and communications.

PHP&R's Subrecipient Grants Monitor or PHP&R Program Manager's designee will review reports from PHP&R's NC DETECT Database and may schedule and conduct on-site visits with the Local Health Department to assess compliance with CDC grant and Agreement Addendum requirements, financials, and provide consultative assistance.

Inadequate performance on the part of the Local Health Department directly impacts the capacity of North Carolina's ability in overall preparedness. In the event that performance is deemed inadequate or non-compliant, PHP&R reserves the right to identify the county as "high risk," which may result in a reduction or suspension of funds.

While not necessarily an indicator of inadequate performance, a Local Health Department's inability to spend allocated funds will result in an assessment and potential recall of funds for re-allocation to other local health departments.

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 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 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. In order to fulfill the CDC Public Health Emergency Preparedness (PHEP) requirements of administrative and budget readiness, and in the event that additional funds become available, revisions will be made to the budgetary estimates and unless otherwise stated, activities will be defined by the Public Health Preparedness Capabilities.
3. PHP&R will distribute funds to Local Health Departments through the Controller's Office based on standard DPH procedures. It is anticipated that the level of funding provided through this Agreement Addendum will not be sufficient to support all of the activities that a Local Health Department will undertake and that other resources may be necessary to meet the requirements. Specific unallowable expenses can be found in the HPP-PHEP Cooperative Agreement and the Notice of Award to PHP&R.
4. PHP&R reserves the right to review any expenditure that is not in line with the purpose and scope of the funding source. After review of the expenditure, PHP&R may reject the expenditure and then require the Local Health Department to provide further justification for the expenditure or to return the funds.
5. Equipment and supply purchases and contracts exceeding \$2,500 for single or multiple items must receive prior written approval from PHP&R.

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DPH-Aid-To-Counties

For Fiscal Year: 19/20

Budgetary Estimate Number : 0

Activity 514	AA	1264 2679 EN	1264 2679 EZ	1264 2680 EN	1264 2680 EZ	Proposed Total	New Total
Service Period		07/01-05/31	06/01-06/30	07/01-05/31	06/01-06/30		
Payment Period		08/01-06/30	07/01-07/31	08/01-06/30	07/01-07/31		
01 Alamance	* 40	0	0	36,896	3,354	40,250	40,250
D1 Albemarle	* 40	78,944	7,177	22,237	2,022	110,380	110,380
02 Alexander	* 40	0	0	27,562	2,506	30,068	30,068
04 Anson	* 40	0	0	29,218	2,656	31,874	31,874
D2 Appalachian	* 40	0	0	37,231	3,385	40,616	40,616
07 Beaufort	* 40	0	0	31,826	2,893	34,719	34,719
09 Bladen	* 40	0	0	32,763	2,979	35,742	35,742
10 Brunswick	* 40	0	0	36,021	3,275	39,296	39,296
11 Buncombe	* 40	0	0	68,750	6,250	75,000	75,000
12 Burke	* 40	0	0	34,176	3,107	37,283	37,283
13 Cabarrus	* 40	45,497	4,136	0	0	49,633	49,633
14 Caldwell	* 40	0	0	35,670	3,243	38,913	38,913
16 Carteret	* 40	0	0	34,052	3,096	37,148	37,148
17 Caswell	* 40	0	0	28,160	2,560	30,720	30,720
18 Catawba	* 40	0	0	37,551	3,414	40,965	40,965
19 Chatham	* 40	0	0	32,460	2,951	35,411	35,411
20 Cherokee	* 40	0	0	28,440	2,585	31,025	31,025
22 Clay	* 40	0	0	25,171	2,288	27,459	27,459
23 Cleveland	* 40	0	0	36,338	3,304	39,642	39,642
24 Columbus	* 40	0	0	35,126	3,193	38,319	38,319
25 Craven	* 40	0	0	36,230	3,294	39,524	39,524
26 Cumberland	* 40	0	0	66,458	6,042	72,500	72,500
28 Dare	* 40	0	0	41,027	3,730	44,757	44,757
29 Davidson	* 40	0	0	39,313	3,574	42,887	42,887
30 Davie	* 40	0	0	27,693	2,518	30,211	30,211
31 Duplin	* 40	0	0	33,594	3,054	36,648	36,648
32 Durham	* 40	0	0	73,333	6,667	80,000	80,000
33 Edgecombe	* 40	0	0	31,433	2,858	34,291	34,291
34 Forsyth	* 40	0	0	50,889	4,626	55,515	55,515
35 Franklin	* 40	0	0	30,652	2,787	33,439	33,439
36 Gaston	* 40	50,258	4,569	0	0	54,827	54,827
38 Graham	* 40	0	0	27,208	2,474	29,682	29,682
D3 Gran-Vance	* 40	0	0	35,778	3,253	39,031	39,031
40 Greene	* 40	0	0	27,520	2,502	30,022	30,022
41 Guilford	* 40	0	0	73,333	6,667	80,000	80,000
42 Halifax	* 40	0	0	33,464	3,044	36,528	36,528
43 Harnett	* 40	0	0	35,502	3,227	38,729	38,729
44 Haywood	* 40	0	0	30,922	2,811	33,733	33,733
45 Henderson	* 40	0	0	33,759	3,089	36,828	36,828
46 Hertford	* 40	0	0	0	0	0	0
47 Hoke	* 40	0	0	24,461	2,224	26,685	26,685
48 Hyde	* 40	0	0	27,241	2,477	29,718	29,718
49 Iredell	* 40	46,692	4,245	0	0	50,937	50,937
50 Jackson	* 40	0	0	24,904	2,264	27,168	27,168
51 Johnston	* 40	0	0	48,696	4,427	53,123	53,123

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52 Jones	* 10	0	0	28,410	2,583	30,993	30,993
53 Lee	* 10	0	0	37,945	3,450	41,395	41,395
54 Lenoir	* 10	0	0	30,859	2,805	33,664	33,664
55 Lincoln	* 10	39,521	3,593	0	0	43,114	43,114
56 Macon	* 10	0	0	29,448	2,677	32,125	32,125
57 Madison	* 10	0	0	28,041	2,549	30,590	30,590
D4 M-T-W	* 10	0	0	37,576	3,416	40,992	40,992
60 Mecklenburg	* 10	95,333	8,667	0	0	104,000	104,000
62 Montgomery	* 10	0	0	29,021	2,638	31,659	31,659
63 Moore	* 10	0	0	34,665	3,151	37,816	37,816
64 Nash	* 10	0	0	34,297	3,118	37,415	37,415
65 New Hanover	* 10	0	0	73,333	6,667	80,000	80,000
66 Northampton	* 10	0	0	29,025	2,639	31,664	31,664
67 Onslow	* 10	0	0	41,557	3,778	45,335	45,335
68 Orange	* 10	0	0	35,600	3,236	38,836	38,836
69 Pamlico	* 10	0	0	27,452	2,496	29,948	29,948
71 Pender	* 10	0	0	33,427	3,039	36,466	36,466
73 Person	* 10	0	0	28,884	2,626	31,510	31,510
74 Pitt	* 10	0	0	79,870	7,261	87,131	87,131
76 Randolph	* 10	0	0	39,916	3,629	43,545	43,545
77 Richmond	* 10	0	0	30,448	2,768	33,216	33,216
78 Robeson	* 10	0	0	40,712	3,701	44,413	44,413
79 Rockingham	* 10	0	0	34,908	3,174	38,082	38,082
80 Rowan	* 10	48,746	4,250	0	0	50,996	50,996
D5 R-P-M	* 10	0	0	43,278	3,934	47,212	47,212
82 Sampson	* 10	0	0	37,526	3,411	40,937	40,937
83 Scotland	* 10	0	0	28,252	2,566	30,820	30,820
84 Stanly	* 10	0	0	30,727	2,793	33,520	33,520
85 Stokes	* 10	0	0	25,883	2,353	28,236	28,236
86 Surry	* 10	0	0	32,521	2,957	35,478	35,478
87 Swain	* 10	0	0	27,686	2,517	30,203	30,203
D6 Toe River	* 10	0	0	42,553	3,868	46,421	46,421
88 Transylvania	* 10	0	0	28,218	2,565	30,783	30,783
90 Union	* 10	47,248	4,295	0	0	51,543	51,543
92 Wake	* 10	0	0	80,667	7,333	88,000	88,000
93 Warren	* 10	0	0	27,946	2,541	30,487	30,487
96 Wayne	* 10	0	0	36,527	3,321	39,848	39,848
97 Wilkes	* 10	0	0	34,391	3,127	37,518	37,518
98 Wilson	* 10	0	0	31,783	2,888	34,671	34,671
99 Yadkin	* 10	0	0	28,410	2,583	30,993	30,993
Totals		450,239	40,932	2,824,820	256,810	3,572,801	3,572,801

Sign and Date - DPH Program Administrator <i>Wayne Miller</i> 11/30/18	Sign and Date - DPH Section Chief <i>John</i> 11/30/18
Sign and Date - DPH Contracts Office <i>John</i> 12/13/18	Sign and Date - DPH Budget Officer <i>John</i> 12/14/18

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AA NUMBER WIKS AXED
IN DATABASE ON 1/31/19
John Miller