

Division of Public Health

Agreement Addendum

FY 21-22

Chatham County Public Health Department
Local Health Department Legal Name

874 Food and Lodging
Activity Number and Description

04/01/2022 – 05/31/2022
Service Period

05/01/2022 – 06/30/2022
Payment Period

Original Agreement Addendum
 Agreement Addendum Revision # _____

Environmental Health Section /
Food Protection and Facilities Branch
DPH Section / Branch Name

Shane Smith (919) 707-5872
shane.smith@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

DPH Program Signature **Date**
(only required for a negotiable Agreement Addendum)

I. Background:

In order to fund a portion of local expenditures created by state-mandated Food, Lodging, and Institution (Food and Lodging) sanitation programs and activities, the legislature established a State Inspections, Statistics, and Fees Program within the Environmental Health Section. This program centralizes public health data, invoices regulated facilities, and distributes the funds in accordance with G.S. 130A-248(d). The receipts collected are redistributed to local environmental health programs in the form of aid to counties.

II. Purpose:

The Agreement Addendum allows for the Local Health Department’s environmental health program to implement state-mandated sanitation regulations. The funds from this Agreement Addendum are to be used to support local Food and Lodging programs and activities. The disbursement and fund purpose are described under “Regulation of food and lodging establishments” in North Carolina General Statute 130A-248(d) and under “Disbursements of Funds” in North Carolina Administrative Code 15A NCAC 18A .2901.

III. Scope of Work and Deliverables:

The Local Health Department Food and Lodging funds are distributed based on the attached *Food and Lodging Distribution Calculations* spreadsheet. The Local Health Department shall use this funding for food, lodging, and institution sanitation programs and activities.

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

LHD to complete: _____ LHD program contact name: **Anne Lowry**
[For DPH to contact in case Phone and email address: **919-545-8310** **anne.lowry@chathamcountync.gov**
follow-up information is needed.]

Assuring consistency and quality of Food and Lodging permitting and inspection activities is essential to effective program implementation. Inconsistency or failure to apply permitting and inspection rules creates liability for the county and the Local Health Department and may lead to a loss of confidence from the public and operators. To provide for consistency and quality within the Food and Lodging Program, and as part of this Agreement Addendum, the Local Health Department shall maintain an internal Quality Assurance Plan.

A summary of the previous year's approved Quality Assurance Plan activities (July 2020–June 2021) must be submitted to the Environmental Health Regional Specialist for review by **April 30, 2022**.

IV. Performance Measures / Reporting Requirements:

1. Performance Measures

- a. The Local Health Department shall ensure funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).

2. Reporting Requirements

Complete the following reports via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>.

- a. By May 31, 2022, provide an attestation ensuring that funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).
- b. By April 30, 2022, submit a summary of the previous year's Food Protection Program Quality Assurance Plan activities (July 2020–June 2021).
- c. By April 30, 2022, submit its current Food Protection Program Quality Assurance Plan (July 2021–June 2022).

V. Performance Monitoring and Quality Assurance:

The Food Protection and Facilities Branch will review annual required inspection data submitted electronically to the Environmental Health Inspections Data System to assure required food, lodging, and institution inspections are completed at the frequency required. Failure to complete required inspections will cause the Local Health Department to lose funding.

During program monitoring activities, Environmental Health Regional Specialists may review documentation to verify that the approved Quality Assurance Plan is being implemented.

If the Local Health Department Food and Lodging program is not in compliance with an approved Quality Assurance Plan, a corrective action plan must be submitted via the Smartsheet link above within 30 days, to the Environmental Health Regional Specialist indicating how deficiencies will be addressed.

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. **With this signed Agreement Addendum, the Local Health Department is required to submit a signed and completed *Food and Lodging Local Health Department Request for Payment* form (DPH EH 2948) to request funds. Reimbursement will not be made until this Agreement Addendum and the DPH EH 2948 form is fully executed. Requests for Payment forms will be processed during the period May 1, 2022 through June 3, 2022. Requests received after **June 3, 2022** will not be processed.**

Co. ID	County	Percentage for FY2020-21	1st (1)	2nd (2a)	3rd (2b)	Total
001	Alamance	100%	\$750	\$31,982	\$4,952	\$ 37,684
002	Alexander	100%	\$750	\$4,366	\$676	\$ 5,792
D2	Alleghany	98%	\$750	\$2,514		\$ 3,264
004	Anson	100%	\$750	\$3,930	\$608	\$ 5,288
D2	Ashe	100%	\$750	\$5,621	\$870	\$ 7,241
D6	Avery	100%	\$750	\$5,676	\$879	\$ 7,305
007	Beaufort	100%	\$750	\$9,933	\$1,538	\$ 12,221
D1	Bertie	100%	\$750	\$3,602	\$558	\$ 4,910
009	Bladen	100%	\$750	\$6,713	\$1,039	\$ 8,502
010	Brunswick	100%	\$750	\$28,599	\$4,428	\$ 33,777
011	Buncombe	96%	\$750	\$73,771		\$ 74,521
012	Burke	95%	\$750	\$13,273		\$ 14,023
013	Cabarrus	89%	\$750	\$35,993		\$ 36,743
014	Caldwell	38%	\$750	\$4,708		\$ 5,458
D1	Camden	48%	\$750	\$629		\$ 1,379
016	Carteret	99%	\$750	\$21,018		\$ 21,768
017	Caswell	50%	\$750	\$710		\$ 1,460
018	Catawba	100%	\$750	\$35,475	\$5,492	\$ 41,717
019	Chatham	100%	\$750	\$13,590	\$2,104	\$ 16,444
020	Cherokee	100%	\$750	\$7,641	\$1,183	\$ 9,574
D1	Chowan	98%	\$750	\$3,477		\$ 4,227
022	Clay	100%	\$750	\$2,401	\$372	\$ 3,523
023	Cleveland	100%	\$750	\$18,720	\$2,898	\$ 22,368
024	Columbus	93%	\$750	\$10,253		\$ 11,003
025	Craven	86%	\$750	\$16,756		\$ 17,506
026	Cumberland	81%	\$750	\$52,342		\$ 53,092
D1	Currituck	87%	\$750	\$6,885		\$ 7,635
028	Dare	100%	\$750	\$24,232	\$3,752	\$ 28,734
029	Davidson	97%	\$750	\$23,294		\$ 24,044
030	Davie	94%	\$750	\$6,567		\$ 7,317
031	Duplin	99%	\$750	\$11,401		\$ 12,151
032	Durham	93%	\$750	\$68,167		\$ 68,917
033	Edgecombe	76%	\$750	\$6,678		\$ 7,428
034	Forsyth	81%	\$750	\$55,392		\$ 56,142
035	Franklin	92%	\$750	\$8,184		\$ 8,934
036	Gaston	98%	\$750	\$39,419		\$ 40,169
D1	Gates	100%	\$750	\$1,364	\$211	\$ 2,325
038	Graham	100%	\$750	\$2,565	\$397	\$ 3,712
D3	Granville	89%	\$750	\$7,335		\$ 8,085
040	Greene	100%	\$750	\$3,657	\$566	\$ 4,973
041	Guilford	84%	\$750	\$87,701		\$ 88,451
042	Halifax	11%	\$750	\$1,219		\$ 1,969
043	Harnett	99%	\$750	\$17,182		\$ 17,932
044	Haywood	96%	\$750	\$16,976		\$ 17,726
045	Henderson	99%	\$750	\$25,017		\$ 25,767
D1	Hertford	97%	\$750	\$4,870		\$ 5,620
047	Hoke	100%	\$750	\$6,004	\$929	\$ 7,683
048	Hyde	95%	\$750	\$3,007		\$ 3,757
049	Iredell	86%	\$750	\$30,039		\$ 30,789
050	Jackson	100%	\$750	\$13,863	\$2,146	\$ 16,759
Subtotals:			\$37,500	\$884,711	\$35,598	\$957,809

Co. ID	County	Percentage for FY2020-21	1st (1)	2nd (2a)	3rd (2b)	Total
051	Johnston	100%	\$750	\$35,475	\$5,493	\$ 41,718
052	Jones	100%	\$750	\$1,255	\$194	\$ 2,199
053	Lee	100%	\$750	\$13,644	\$2,112	\$ 16,506
054	Lenoir	98%	\$750	\$11,981		\$ 12,731
055	Lincoln	97%	\$750	\$12,706		\$ 13,456
056	Macon	100%	\$750	\$11,352	\$1,758	\$ 13,860
057	Madison	94%	\$750	\$4,258		\$ 5,008
D4	Martin	21%	\$750	\$1,032		\$ 1,782
D7	McDowell	100%	\$750	\$9,005	\$1,394	\$ 11,149
060	Mecklenburg	100%	\$750	\$241,123	\$37,331	\$ 279,204
D6	Mitchell	100%	\$750	\$3,056	\$473	\$ 4,279
062	Montgomery	99%	\$750	\$5,187		\$ 5,937
063	Moore	99%	\$750	\$24,260		\$ 25,010
064	Nash	100%	\$750	\$20,303	\$3,143	\$ 24,196
065	New Hanover	99%	\$750	\$59,759		\$ 60,509
066	Northampton	27%	\$750	\$722		\$ 1,472
067	Onslow	100%	\$750	\$31,054	\$4,808	\$ 36,612
068	Orange	100%	\$750	\$24,396	\$3,777	\$ 28,923
069	Pamlico	100%	\$750	\$2,893	\$448	\$ 4,091
D1	Pasquotank	100%	\$750	\$8,514	\$1,318	\$ 10,582
071	Pender	100%	\$750	\$11,898	\$1,842	\$ 14,490
D1	Perquimans	100%	\$750	\$2,838	\$439	\$ 4,027
073	Person	91%	\$750	\$5,662		\$ 6,412
074	Pitt	100%	\$750	\$34,820	\$5,392	\$ 40,962
075	Polk	83%	\$750	\$4,485		\$ 5,235
076	Randolph	100%	\$750	\$24,451	\$3,785	\$ 28,986
077	Richmond	100%	\$750	\$7,313	\$1,132	\$ 9,195
078	Robeson	98%	\$750	\$23,159		\$ 23,909
079	Rockingham	100%	\$750	\$14,354	\$2,222	\$ 17,326
080	Rowan	97%	\$750	\$22,235		\$ 22,985
D7	Rutherford	100%	\$750	\$12,880	\$1,994	\$ 15,624
082	Sampson	89%	\$750	\$8,695		\$ 9,445
083	Scotland	92%	\$750	\$5,322		\$ 6,072
084	Stanly	100%	\$750	\$12,717	\$1,969	\$ 15,436
085	Stokes	85%	\$750	\$5,892		\$ 6,642
086	Surry	100%	\$750	\$16,046	\$2,484	\$ 19,280
087	Swain	57%	\$750	\$3,578		\$ 4,328
088	Transylvania	26%	\$750	\$2,313		\$ 3,063
D4	Tyrrell	6%	\$750	\$49		\$ 799
090	Union	100%	\$750	\$32,856	\$5,088	\$ 38,694
D3	Vance	81%	\$750	\$6,941		\$ 7,691
092	Wake	97%	\$750	\$203,184		\$ 203,934
093	Warren	82%	\$750	\$2,685		\$ 3,435
D4	Washington	20%	\$750	\$469		\$ 1,219
D2	Watauga	91%	\$750	\$14,800		\$ 15,550
096	Wayne	98%	\$750	\$22,250		\$ 23,000
097	Wilkes	100%	\$750	\$11,570	\$1,791	\$ 14,111
098	Wilson	100%	\$750	\$19,539	\$3,025	\$ 23,314
099	Yadkin	72%	\$750	\$6,130		\$ 6,880
D6	Yancey	93%	\$750	\$2,386		\$ 3,136
Subtotals:			\$37,500	\$1,063,492	\$93,412	\$1,194,404

	1st (1)	2nd (2a)	3rd (2b)	Total
TOTALS:	\$ 75,000	\$ 1,948,203	\$ 129,010	\$ 2,152,213

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D1-Albemarle Regional Health Services-	\$ 40,705	Bertie, Camden, Chowan, Currituck, Gates, Hertford, Pasquotank, Perquimans
D2-Appalachian District Health Department-	\$ 26,055	Alleghany, Ashe, Watauga
D3-Granville-Vance District Health Department-	\$ 15,776	Granville, Vance
D4-Martin-Tyrrell-Washington District Health Department-	\$ 3,800	Martin, Tyrrell, Washington
D6-Toe River District Health-	\$ 14,720	Avery, Mitchell, Yancey
D7-Foothills Health District-	\$ 26,773	McDowell, Rutherford

FOOD & LODGING LOCAL HEALTH DEPARTMENT REQUEST FOR PAYMENT

SFY 22

Division of Public Health

16001C1922

NCAS Number

04/01/2022 05/31/2022
Effective Date Termination Date

Activity 874

LHD: **Chatham County Public Health Department**

Activity: Food & Lodging Distribution

LHD's Project Director: **Anne Lowry**

Distribution – indicate with a check mark all that apply <input checked="" type="checkbox"/> 15A NCAS 18A.2901(1) (\$750 Baseline distribution) <input checked="" type="checkbox"/> 15A NCAS 18A.2901(2)(a) (Distribution based on inspection percentage) <input checked="" type="checkbox"/> 15A NCAS 18A.2901(2)(b) (Distribution based on 100% inspection rate) AMOUNT REQUESTED	\$16,444
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Note #1: LHD shall report Local Food and Lodging expenditures in the appropriate category (e.g., 101, 102, or 103) in the ZZZZ line item in the Aid-to-Counties Database.

Note #2: LHD shall report Local Food and Lodging Temporary Food Establishment (TFE) fees collected in category 107 – Local Temporary Food Establishment (TFE – State) in the ZZZZ line item in the Aid-to-Counties Database.

Note #3: LHD shall report Local Food and Lodging Limited Food Services Establishment (LFSE) fees collected in category 107 – Limited Food Services Establishment (LFSE – State) in the ZZZZ line item in the Aid-to-Counties Database.

<i>THIS SECTION FOR DPH USE ONLY:</i>	
Company 2B01	
Account	Center
536560874	1153-4752-SZ19

As chief executive officer of the recipient organization, I hereby certify that this request for payment is an accurate reflection of funds to be disbursed in accordance with 15A NCAC 18A.2901 “Disbursement of Funds”. I further certify that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this agreement.

LHD Authorized Official Signature Date

LHD Finance Officer Signature Date

DPH Environmental Health Section Signature Date

DPH Contracts Officer Signature Date