

# Division of Public Health

## Agreement Addendum

### FY 20-21

Page 1 of 6

Chatham County Public Health Department

**Local Health Department Legal Name**

716 CDC COVID-19 Vaccination Program

**Activity Number and Description**

01/01/2021 – 05/31/2021

**Service Period**

02/01/2021 – 06/30/2021

**Payment Period****Original Agreement Addendum****Agreement Addendum Revision # \_\_\_\_\_**Women's and Children's Health Section /  
Immunization Branch**DPH Section / Branch Name**

Misheema Morrissey, 919-707-5556

misheema.morrissey@dhhs.nc.gov

**DPH Program Contact**

(name, phone number, and email)

**DPH Program Signature****Date**(only required for a negotiable agreement addendum)**I. Background:**

As part of the "Paycheck Protection Program and Health Care Enhancements Act," North Carolina received funding to assist with local health departments COVID-19 vaccination planning and implementation of mass COVID-19 vaccination. Because the supply of COVID-19 vaccine in the United States is limited at first, the Centers for Disease Control and Prevention (CDC) is providing recommendations to federal, state, and local governments about who should be vaccinated first. CDC's recommendations are based on recommendations from the Advisory Committee on Immunization Practices (ACIP), an independent panel of medical and public health experts. The recommendations were made with these goals in mind:

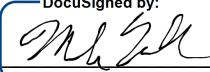
- Decrease death and serious disease as much as possible.
- Preserve functioning of society.
- Reduce the extra burden COVID-19 is having on people already facing disparities.

Funding will be awarded to local health departments to support these goals in the planning and implementation of on-site, satellite, temporary or off-site COVID-19 vaccination clinics.

**II. Purpose:**

This Agreement Addendum provides funding to the Local Health Department (LHD) to help support activities associated with COVID-19 mass vaccination planning and implementation. Planning and response require close collaboration among public and private sector partners, public health emergency response and emergency management, and healthcare organizations and industry groups within the community. This funding may be used for associated costs for COVID-19 vaccine storage and handling, vaccine planning, COVID-19 vaccination services in open and closed point-of-dispensing (POD)

DocuSigned by:



1/17/2021

Health Director Signature

(use blue ink)

Date

Local Health Department to complete:

(If follow-up information is needed by DPH)

LHD program contact name:

Anne Lowry

Phone number with area code:

919-545-8310

Email address:

anne.lowry@chathamcountync.gov

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

Revised July 2019

locations, including staffing to serve as vaccinators in PODs, contract needs for vaccination services, and other infection control supplies to support safe vaccine administration within the community. This effort will occur in phases with a focus on targeted populations following CDC and North Carolina guidelines.

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

The LHD shall:

1. Vaccinate prioritized populations according to the CDC COVID-19 Vaccination Program Provider Agreement and following the state's COVID-19 Vaccine Phases 1a, 1b, 2, 3, and 4, at no cost to the vaccine recipient. Vaccines will be provided by the federal government through the CDC.
2. Train staff on COVID-19 vaccine administration, management, inventory, and reporting requirements as required by Immunization Branch and the CDC.
3. Identify community vaccination providers (e.g., pharmacies, occupational health settings, doctors' offices) to combine efforts to implement strategies to vaccinate groups and subgroups within the prioritized tiers.
4. Conduct clinics that are open to the public and clinics that are for targeted populations only (i.e., critical workforce personnel and/or higher risk prioritized groups). These clinics may be provisionally located at walk-through sites (churches, community centers, outdoor tents) or other settings such as mobile, curbside, or drive-through sites.
5. Ensure safe implementation of on-site, satellite, temporary, or off-site vaccination clinics. Planning for vaccination clinics includes clinical considerations such as social distancing, responding to medical emergencies, vaccine storage, handling, administration, and documentation. Large-scale clinics, such as those held in arenas or stadiums will likely require added logistical and technical considerations. Partners will need to be engaged to accomplish aspects of the local plan, such as National Guard, local law enforcement, local emergency management, local hospitals, and pharmacies.
6. Maintain flexibility in its planning to accommodate a variety of scenarios due to changing vaccine supply levels at various points during the COVID-19 vaccine supply roll-out. It is anticipated that vaccine supply will be limited initially. The vaccine supply is projected to increase quickly, allowing vaccination efforts to be expanded to include additional critical populations and the general public.
7. Promote COVID-19 education to the public on vaccination and disseminate information within the LHD's county or district. Enhance existing community partnerships to assist in vaccination promotion. These partnerships could include a variety of community and faith-based organizations to reach at-risk populations, such as churches, barber shops, community health centers, refugee serving organizations, homeless shelters, jails/prisons, meat processing plants, and migrant farms.
8. Determine the need for additional personnel and based on that determination, hire, or reassign staff for COVID-19 vaccine administration.
9. Procure supplies for the vaccination clinics, as needed. Examples of supplies to obtain include those items necessary to protect both staff and patients from COVID-19, such as:
  - a) hand sanitizer with at least 60% alcohol for hand hygiene
  - b) cleaning tools to allow for frequent cleaning of the clinic area
  - c) hand soap
  - d) face coverings for patients who arrive without one
  - e) signage, tape, ropes, and cones to encourage physical distancing and provide one-way flow through the clinic

- f) personal protective equipment (PPE) for staff. Gloves, masks, gowns, and other indicated PPE must be worn by anyone administering vaccine. Eye protection may be appropriate depending on the level of community transmission
  - g) thermometers for checking each patient's temperature before entering the clinic
  - h) PPE for patients, masks, tissues etc.
- 10. Know that CDC will provide a standard ancillary supplies kit. Kits will be included with the vaccine orders in amounts to match the vaccine orders. Each vaccine standard ancillary supplies kit contains:
  - a) 105 needles
  - b) 105 syringes
  - c) 210 alcohol prep pads
  - d) 4 surgical masks
  - e) 2 face shields for vaccinators, and
  - f) 100 COVID-19 vaccination record cards for vaccine recipients.
- 11. Provide appropriate vaccine storage and handling equipment, including refrigerators, freezers, portable storage units and temperature monitors to ensure appropriate vaccine storage and handling procedures are established and followed. Prepare COVID-19 vaccines for proper transport from the LHD to off-site clinics as required by CDC. COVID-19 vaccine products are temperature-sensitive and must be stored and handled correctly to ensure efficacy and maximize shelf life. Proper storage and handling practices are critical to minimize vaccine loss and limit the risk of administering COVID-19 vaccine with reduced effectiveness.
- 12. Follow manufacturer cold chain storage and handling requirements for COVID-19 vaccine products which will vary. Different temperature storage requirements for approved or authorized COVID-19 vaccines may affect which vaccine will be easily accessible to the LHD in the future. Furthermore, many COVID-19 vaccines with varying levels of refrigeration requirements are currently in Phase 3 trials.
- 13. Complete Attachments A and B with the signed Agreement Addendum.
  - a. Attachment A is the Budget Statement. It should list the expected expenses by category, including the dollar amount and a brief justification.
  - b. Attachment B is the Services Statement. It should:
    - 1) Explain, in detail, how this funding will be used to develop and implement local solutions to plan and implement on-site, satellite, temporary, or off-site vaccination COVID-19 vaccination clinics.
    - 2) Include information on how the LHD will implement its COVID-19 mass immunization services within the community.
    - 3) State how the COVID-19 vaccination services are adapted both to include those populations at an increased risk of complications from COVID-19. Examples include:
      - a) Mobile vaccine clinics that travel to hard-to-reach communities to provide vaccines
      - b) Drive-through or curbside vaccination clinics
      - c) Pop-up flu clinics at various community settings, such as COVID-19 testing sites, school nutrition sites, construction sites, migrant farm worksites, processing plants, churches, parking lots
      - d) Immunization clinics to reach jails, homeless shelters, or other community organizations.

- 4) Include a description of enhanced outreach activities vaccinate priority populations, hard-to-reach, and marginalized populations, and how community partners are to be included in the outreach.

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

1. Report vaccine administration data on all vaccine recipients.
2. Track and report COVID-19 vaccine transfers and vaccine wastage/spoilage occurrences to the Immunization Branch when they occur.
3. Train staff on COVID-19 vaccine administration, management, inventory, and reporting requirements as required by Immunization Branch and the CDC.

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

1. The Immunization Branch will monitor this activity through reporting data, tracking the number of doses administered, and handling of the vaccine inventory are the key monitoring metrics. If issues are noted with performance (i.e., delays in vaccination, failure to adhere to storage and handling requirements), a consultation via telephone or on-site follow-up from the Program Monitor shall occur.
2. The LHD is required to track non-compliance issues by corrective action plans. The Program Monitor shall make every effort to work with the LHD on strategies to resolve the issue and corrective action plans. If the plan is not followed and the LHD remains out of compliance after intervention and resources from DPH, vaccine shipments may be suspended until the LHD can be brought back into compliance.

**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 LHD must submit its planned expenditures by completing Attachment A, which is to include the dollar amount and a budget justification statement for each budget category.

**Attachment A****Budget Statement — FY 2020-2021 Planned Use of Federal COVID-19 Vaccination Funds**

Provide this Budget Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment A with the signed Agreement Addendum.

Instructions: Include list of expected expenses related to enhance influenza coverage activities, including the dollar amount and a brief justification.

<b>Object Class Category / Expenses Funding Codes COVID-19 Vaccination Program: 1331-629B-4Q</b>	<b>Amount</b>	<b>Budget Item Justification Statement</b>
Personnel (Salary / Wages)		
Fringe		
Travel		
Equipment		
Supplies		
Other / Miscellaneous		

**Attachment B****Services Statement — FY 2020-2021 Planned Use of Federal COVID-19 Vaccination Funds**

Provide this Services Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment B with the signed Agreement Addendum. Use additional pages as needed.

- i. Explain, in detail, how this funding will be used to implement mass COVID-19 vaccinations clinics by ACIP recommended priority groups during the COVID-19 pandemic.
  
  
  
  
  
  
  
  
  
  
- ii. Include information on how the LHD will implement mass COVID-19 vaccinations clinical services within the community.
  
  
  
  
  
  
  
  
  
  
- iii. State how the mass clinic services are adapted include COVID-19 safety measures, along with efforts to vaccine prioritized populations and limit barriers to getting the COVID-19 vaccine.
  
  
  
  
  
  
  
  
  
  
- iv. Include a description of outreach activities to reach the priority populations, with a focus on those of the highest risk populations, and how community partners are to be included in the outreach.

Supplement reason: ☒ In AA+BE or AA+BE Rev ☐ -OR- ☐ -

CFDA #: 93.268	Federal awd date: NGA date	Is award R&D? no	FAIN: NH23IP922624	Total amount of fed awd: \$ 19,619,894
----------------	----------------------------	------------------	--------------------	--

CFDA name:	93.268 – Immunization Cooperative Agreements	Fed award project description: CDC-RFA-IP19-901 Immunization and Vaccines for Children			
		Fed awarding agency: DHHS, Centers for Disease Control and Prevention	Federal award indirect cost rate: n/a	%	%

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	62815	62815	Jackson	019728518	31259	31259
Albemarle	130537822	201392	201392	Johnston	097599104	71333	71333
Alexander	030495105	29841	29841	Jones	095116935	22620	22620
Anson	847163029	26497	26497	Lee	067439703	35642	35642
Appalachian	780131541	84690	84690	Lenoir	042789748	34608	34608
Beaufort	091567776	32198	32198	Lincoln	086869336	41776	41776
Bladen	084171628	28881	28881	Macon	070626825	29276	29276
Brunswick	091571349	55227	55227	Madison	831052873	25745	25745
Buncombe	879203560	87077	87077	MTW	087204173	70194	70194
Burke	883321205	43484	43484	Mecklenburg	074498353	299635	299635
Cabarrus	143408289	73738	73738	Montgomery	025384603	27097	27097
Caldwell	948113402	41400	41400	Moore	050988146	45537	45537
Carteret	058735804	38164	38164	Nash	050425677	44493	44493
Caswell	077846053	26084	26084	New Hanover	040029563	79673	79673
Catawba	083677138	60720	60720	Northampton	097594477	25298	25298
Chatham	131356607	39081	39081	Onslow	172663270	71063	71063
Cherokee	130705072	27522	27522	Orange	139209659	57403	57403
Clay	145058231	22995	22995	Pamlico	097600456	23432	23432
Cleveland	879924850	45473	45473	Pender	100955413	35973	35973
Columbus	040040016	34497	34497	Person	091563718	30331	30331
Craven	091564294	46617	46617	Pitt	080889694	65848	65848
Cumberland	123914376	105242	105242	Polk	079067930	25533	25533
Dare	082358631	29506	29506	Randolph	027873132	57021	57021
Davidson	077839744	63189	63189	Richmond	070621339	31613	31613
Davie	076526651	31042	31042	Robeson	082367871	53813	53813
Duplin	095124798	35358	35358	Rockingham	077847143	43573	43573
Durham	088564075	99949	99949	Rowan	074494014	56434	56434
Edgecombe	093125375	33547	33547	Sampson	825573975	36466	36466
Foothills	782359004	69495	69495	Scotland	091564146	29184	29184
Forsyth	105316439	116687	116687	Stanly	131060829	36271	36271
Franklin	084168632	37475	37475	Stokes	085442705	31940	31940
Gaston	071062186	76784	76784	Surry	077821858	38816	38816
Graham	020952383	22232	22232	Swain	146437553	23711	23711
Granville-Vance	063347626	67354	67354	Toe River	113345201	73293	73293
Greene	091564591	25402	25402	Transylvania	030494215	29022	29022
Guilford	071563613	157293	157293	Union	079051637	79729	79729
Halifax	014305957	33246	33246	Wake	019625961	294972	294972
Harnett	091565986	54217	54217	Warren	030239953	25156	25156
Haywood	070620232	36146	36146	Wayne	040036170	52041	52041
Henderson	085021470	50025	50025	Wilkes	067439950	37963	37963
Hoke	091563643	33872	33872	Wilson	075585695	41056	41056
Hyde	832526243	21336	21336	Yadkin	089910624	29789	29789
Iredell	074504507	65922	65922				

WicGridPrint

DPH-Aid-To-Counties

For Fiscal Year: 20/21

Budgetary Estimate Number : 0

Activity 716	AA	1331 629B 4Q	Proposed Total	New Total
Service Period		01/01-05/31		
Payment Period		02/01-06/30		
01 Alamance	* 0	62,815	62,815	62,815
D1 Albemarle	* 0	201,392	201,392	201,392
02 Alexander	* 0	29,841	29,841	29,841
04 Anson	* 0	26,497	26,497	26,497
D2 Appalachian	* 0	84,690	84,690	84,690
07 Beaufort	* 0	32,198	32,198	32,198
09 Bladen	* 0	28,881	28,881	28,881
10 Brunswick	* 0	55,227	55,227	55,227
11 Buncombe	* 0	87,077	87,077	87,077
12 Burke	* 0	43,484	43,484	43,484
13 Cabarrus	* 0	73,738	73,738	73,738
14 Caldwell	* 0	41,400	41,400	41,400
16 Carteret	* 0	38,164	38,164	38,164
17 Caswell	* 0	26,084	26,084	26,084
18 Catawba	* 0	60,720	60,720	60,720
19 Chatham	* 0	39,081	39,081	39,081
20 Cherokee	* 0	27,522	27,522	27,522
22 Clay	* 0	22,995	22,995	22,995
23 Cleveland	* 0	45,473	45,473	45,473
24 Columbus	* 0	34,497	34,497	34,497
25 Craven	* 0	46,617	46,617	46,617
26 Cumberland	* 0	105,242	105,242	105,242
28 Dare	* 0	29,506	29,506	29,506
29 Davidson	* 0	63,189	63,189	63,189
30 Davie	* 0	31,042	31,042	31,042
31 Duplin	* 0	35,358	35,358	35,358
32 Durham	* 0	99,949	99,949	99,949
33 Edgecombe	* 0	33,547	33,547	33,547
D7 Foothills	* 0	69,495	69,495	69,495
34 Forsyth	* 0	116,687	116,687	116,687
35 Franklin	* 0	37,475	37,475	37,475
36 Gaston	* 0	76,784	76,784	76,784
38 Graham	* 0	22,232	22,232	22,232
D3 Gran-Vance	* 0	67,354	67,354	67,354
40 Greene	* 0	25,402	25,402	25,402
41 Guilford	* 0	157,293	157,293	157,293
42 Halifax	* 0	33,246	33,246	33,246
43 Harnett	* 0	54,217	54,217	54,217
44 Haywood	* 0	36,146	36,146	36,146
45 Henderson	* 0	50,025	50,025	50,025
46 Hertford		0	0	0
47 Hoke	* 0	33,872	33,872	33,872
48 Hyde	* 0	21,336	21,336	21,336
49 Iredell	* 0	65,922	65,922	65,922
50 Jackson	* 0	31,259	31,259	31,259

## WicGridPrint

51 Johnston	* 0	71,333	71,333	71,333
52 Jones	* 0	22,620	22,620	22,620
53 Lee	* 0	35,642	35,642	35,642
54 Lenoir	* 0	34,608	34,608	34,608
55 Lincoln	* 0	41,776	41,776	41,776
56 Macon	* 0	29,276	29,276	29,276
57 Madison	* 0	25,745	25,745	25,745
D4 M-T-W	* 0	70,194	70,194	70,194
60 Mecklenburg	* 0	299,635	299,635	299,635
62 Montgomery	* 0	27,097	27,097	27,097
63 Moore	* 0	45,537	45,537	45,537
64 Nash	* 0	44,493	44,493	44,493
65 New Hanover	* 0	79,673	79,673	79,673
66 Northampton	* 0	25,298	25,298	25,298
67 Onslow	* 0	71,063	71,063	71,063
68 Orange	* 0	57,403	57,403	57,403
69 Pamlico	* 0	23,432	23,432	23,432
71 Pender	* 0	35,973	35,973	35,973
73 Person	* 0	30,331	30,331	30,331
74 Pitt	* 0	65,848	65,848	65,848
75 Polk	* 0	25,533	25,533	25,533
76 Randolph	* 0	57,021	57,021	57,021
77 Richmond	* 0	31,613	31,613	31,613
78 Robeson	* 0	53,813	53,813	53,813
79 Rockingham	* 0	43,573	43,573	43,573
80 Rowan	* 0	56,434	56,434	56,434
D5 R-P-M		0	0	0
82 Sampson	* 0	36,466	36,466	36,466
83 Scotland	* 0	29,184	29,184	29,184
84 Stanly	* 0	36,271	36,271	36,271
85 Stokes	* 0	31,940	31,940	31,940
86 Surry	* 0	38,816	38,816	38,816
87 Swain	* 0	23,711	23,711	23,711
D6 Toe River	* 0	73,293	73,293	73,293
88 Transylvania	* 0	29,022	29,022	29,022
90 Union	* 0	79,729	79,729	79,729
92 Wake	* 0	294,972	294,972	294,972
93 Warren	* 0	25,156	25,156	25,156
96 Wayne	* 0	52,041	52,041	52,041
97 Wilkes	* 0	37,963	37,963	37,963
98 Wilson	* 0	41,056	41,056	41,056
99 Yadkin	* 0	29,789	29,789	29,789
Totals		4,669,344	4,669,344	4,669,344

Sign and Date - DPH Program Administrator

Miskeema Monessey 01-05-2021

Sign and Date - DPH Contracts Office

Jemeko Stuart 1/5/2021

Sign and Date - DPH Section Chief

Kelly K... 1/5/2021

Sign and Date - DPH Budget Officer

Jan Balick 1-5-2021 1/5/2021