



REQUEST FOR BOARD ACTION

ITEM NO. 6b

DATE OF MEETING: January 3, 2012

REQUESTED BY: Carolyn Moser, Health Director, Pender County Health Department

SHORT TITLE: Resolution Authorizing a Budget Amendment to Approve Increase in Health Department Revenues and Expenditures for Fiscal Year 2011-2012: \$8,655

BACKGROUND: The Women and Children's Health Section Nutrition Services Branch has allocated Pender County Health Department \$8,655 in funds for FY 11-12. These funds were not originally budgeted.

Funding for the Breastfeeding Peer Counselor Program is allocated through the United States Department of Agriculture, Special Supplemental Nutrition Program for WIC. North Carolina receives special funding from the Department of Agriculture to increase breastfeeding initiation and duration among women enrolled in the WIC Program through mother-to-mother peer support. The goal is to increase the proportion of NC mothers who initiate breastfeeding to 75% and who breastfeed their infants at 6 months to 50%. North Carolina falls well below these goals.

SPECIFIC ACTION REQUESTED: To consider a resolution approving a budget amendment for increasing programmatic revenues and related expenditures for Pender County Health Department by \$8,655 in the WIC program for Fiscal Year 2011-2012.

COPY

**Division of Public Health
Agreement Addendum
FY 11-12**

Pender County Health Department
Local Health Department Name

Women and Children's Health Section
Nutrition Services Branch
DPH Section/Branch Name

415 Breastfeeding Peer Counselor Program
Activity Number and Description

Sheila J. Hirt, (919) 707-5793
sheila.hirt@dhhs.nc.gov
**DPH Program Contact Name, Telephone
Number (with area code) and Email**

June 1, 2011 – May 31, 2012
Service Period

DPH program signature (only required for
negotiable agreement addendum)

July 1, 2011 – June 30, 2012
Payment Period

- Original Agreement Addendum**
- Agreement Addendum Revision # _____ (please do not put the Aid to County revision # here)**

I. Background:

A goal of the Women's and Children's Health Section is to increase the proportion of North Carolina mothers who initiate breastfeeding to 75% and who breastfeed their infants at 6 months to 50%. North Carolina falls well below these goals, particularly in the area of breastfeeding duration and exclusivity. Breastfeeding promotion and support is an integral part of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Program and WIC strives to increase the incidence and duration of breastfeeding among women enrolled in the WIC Program. One of the most effective methods for supporting breastfeeding is the use of Breastfeeding Peer Counselors.

North Carolina receives special funding from the United States Department of Agriculture (USDA) to build and sustain breastfeeding peer counselor programs in local WIC agencies. Funding for the Breastfeeding Peer Counselor Program is allocated through the United States Department of Agriculture, Special Supplemental Nutrition Program for WIC, Award NC700705, 7 CFR 246, CFDA 10.557.

II. Purpose:

To increase breastfeeding initiation and duration among women enrolled in the WIC Program through mother-to-mother peer support.


Health Director Signature

(use blue ink)

4-27-11
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.

III. Scope of Work and Deliverables:

Breastfeeding Peer Counselors provide information, encouragement, and support to new mothers. This mother-to-mother support is an essential component to assuring the success of a breastfeeding promotion and support program. According to the Centers for Disease Control and Prevention Guide to Breastfeeding Interventions, critical factors for successful Breastfeeding Peer Counselor Programs are leadership and support from management staff, personnel supervision programs, standardized and timely initial and ongoing training, support for Breastfeeding Peer Counselors, access to International Board Certified Lactation Consultants (IBCLCs), and community partnerships for making and receiving referrals. Breastfeeding Peer Counselor Program services are delivered to women enrolled in the BFPC Program throughout the community served by the Local Agency.

Deliverable 1: Implementation

- A. Agency must implement a Breastfeeding Peer Counselor (BFPC) Program in accordance with policy and procedures outlined in the North Carolina WIC Program Manual.

Deliverable 2: Staffing

- A. Agency will hire one full time equivalency (FTE) Breastfeeding Peer Counselor per 1,000 prenatal and breastfeeding participants served by the Local Agency.
- B. Agency will designate a BFPC Program Manager who has dedicated time to oversee the BFPC Program.

Deliverable 3: Training

- A. Breastfeeding Peer Counselors will successfully complete the North Carolina Breastfeeding Peer Counselor Training Program within six months of being hired as a BFPC.
- B. The BFPC Program Manager and Breastfeeding Peer Counselors will participate in required Nutrition Services Branch sponsored BFPC Program training.

Deliverable 4: Breastfeeding Initiation and Duration (refer to Agency Specific and State Specific Trend Data, items 5A and 5B located at <http://www.nutritionnc.com/wic/laResources/aa-1112/WIC-AgreementAddendaData-SFY2011-2012.pdf>)

- A. Increase the percent of women participating in WIC who initiate breastfeeding.
- B. Increase the percent of women participating in WIC who exclusively breastfed.
- C. Increase the percent of infants participating in WIC who are breastfeeding at 6 weeks of age.
- D. Increase the percent of infants participating in WIC who are breastfeeding at 6 months of age.

IV. Performance Measures/Reporting Requirements:

The local agency will:

- A. Increase the percentage of infants enrolled in WIC who breastfeed at 6 weeks.
- B. Increase the percentage of infants enrolled in WIC who are exclusively breastfed.
- C. Increase the percentage of infants in WIC who are breastfeeding at 6 months of age.
- D. Maintain documentation of BFPC Program Manager and Breastfeeding Peer Counselor training on file and make this documentation available for review.

V. Performance Monitoring and Quality Assurance:

- A. Breastfeeding initiation and duration rates are tracked and monitored yearly.
- B. The State WIC Program, in accordance with Federal Regulations, conducts a comprehensive monitoring visit of Agencies every two years. If areas of concern are found, the Agency is required to write a corrective action plan, which is reviewed and approved by the team that monitored the Agency.

Regional Nutrition Consultants make periodic site visits to local agencies to ensure full implementation of the corrective action plan, as well as follow-up on any issues of concern. The Breastfeeding Peer Counselor Program will be monitored during these visits.

- C. Every two years, the Local Agency conducts a comprehensive self assessment. If areas of concern are found, the Agency develops a corrective action plan. This plan is reviewed and approved by Division staff, and later assessed to ensure full implementation. The Breastfeeding Peer Counselor Program will be monitored during these visits.

VI. Funding Guidelines or Restrictions:

- A. Agencies are required to follow the requirements for use of funds consistent with Breastfeeding Peer Counselor fiscal policy outlined in the North Carolina WIC Program Manual. This policy should be referenced when determining allowable costs for this program.
- B. Final reconciliation must occur no later than November 30, 2011 for Federal Fiscal Year 2011 funding. This funding is delineated by the code "570E-JQ" and shall be used to support Breastfeeding Peer Counselor Program costs incurred during the time-period of June 1, 2011 through September 30, 2011. Agencies must spend down 570E-JQ funding prior to reporting expenditures in 570F-JQ (see 'C' below).
- C. Final reconciliation must occur no later than July 31, 2012 for the Federal Fiscal Year 2012 funding. This funding is delineated by the code "570F-JQ" and shall be used to support program costs incurred during the time period of June 1, 2011 through May 31, 2012. This funding should be used to support activities once 570E-JQ funds have been utilized or starting October 1, 2011 whichever comes first.

	\$55.8360		21.3400%	78.6600%	
Agency	Average Participation Aug-Jan 2011	570E	570F	TOTAL	
Alamance	710	\$8,460	\$31,184	\$39,644	
Albemarle	473	\$5,636	\$20,774	\$26,410	
Alexander	156	\$1,859	\$6,852	\$8,711	
ADHD	592	\$7,054	\$26,001	\$33,055	
Beaufort	285	\$3,396	\$12,517	\$15,913	
Bladen	172	\$2,049	\$7,554	\$9,603	
Brunswick	358	\$4,266	\$15,724	\$19,990	
Buncombe	1,054	\$12,559	\$46,292	\$58,851	
Burke	284	\$3,384	\$12,473	\$15,857	
Cabarrus	763	\$9,091	\$33,511	\$42,602	
Caldwell	356	\$4,242	\$15,636	\$19,878	
Carteret	218	\$2,598	\$9,575	\$12,173	
Caswell	83	\$1,707	\$6,293	\$8,000	
Catawba	730	\$8,698	\$32,062	\$40,760	
Cherokee	118	\$1,707	\$6,293	\$8,000	
Clay	53	\$1,707	\$6,293	\$8,000	
Cleveland	467	\$5,564	\$20,511	\$26,075	
Columbus	295	\$3,515	\$12,957	\$16,472	
Cumberland	2,291	\$27,298	\$100,622	\$127,920	
Dare	190	\$2,264	\$8,345	\$10,609	
Davidson	589	\$7,018	\$25,869	\$32,887	
Davie	123	\$1,707	\$6,293	\$8,000	
Duplin	347	\$4,135	\$15,240	\$19,375	
Forsyth	2,216	\$26,405	\$97,328	\$123,733	
Franklin	204	\$2,431	\$8,960	\$11,391	
Gaston	1,026	\$12,225	\$45,063	\$57,288	
Greene	136	\$1,707	\$6,293	\$8,000	
Guilford	2,533	\$30,182	\$111,251	\$141,433	
Harnett	430	\$5,124	\$18,886	\$24,010	
Haywood	267	\$3,181	\$11,727	\$14,908	
Henderson	477	\$5,684	\$20,950	\$26,634	
Hertford	99	\$1,707	\$6,293	\$8,000	
Hoke	268	\$3,193	\$11,771	\$14,964	
Jackson	187	\$2,228	\$8,213	\$10,441	
Johnston	499	\$5,946	\$21,916	\$27,862	
Lee	261	\$3,110	\$11,463	\$14,573	
Lenoir	271	\$3,229	\$11,902	\$15,131	
Lincoln	313	\$3,730	\$13,747	\$17,477	
Macon	152	\$1,811	\$6,676	\$8,487	
Madison	106	\$1,707	\$6,293	\$8,000	
Martin-T-W	207	\$2,466	\$9,092	\$11,558	
Mecklenburg	3,537	\$42,145	\$155,347	\$197,492	
New Hanover	726	\$8,651	\$31,886	\$40,537	

SFY 11-12 Activity 415 BFFC Funds Allocation

	\$55.8360	21.3400%	78.6600%	
Agency	Average Participation Aug-Jan 2011	570E	570F	TOTAL
Northampton	78	\$1,707	\$6,293	\$8,000
Onslow	1,501	\$17,885	\$65,925	\$83,810
Pender	155	\$1,847	\$6,808	\$8,655
Pitt	769	\$9,163	\$33,775	\$42,938
Randolph	721	\$8,591	\$31,667	\$40,258
Richmond	259	\$3,086	\$11,375	\$14,461
Robeson	698	\$8,317	\$30,657	\$38,974
Rockingham	322	\$3,837	\$14,142	\$17,979
Rowan	500	\$5,958	\$21,960	\$27,918
R-P-M District	687	\$8,186	\$30,173	\$38,359
Sampson	269	\$3,205	\$11,815	\$15,020
Scotland	245	\$2,919	\$10,761	\$13,680
Stanly	248	\$2,955	\$10,892	\$13,847
Stokes	158	\$1,883	\$6,939	\$8,822
Surry	370	\$4,409	\$16,251	\$20,660
Toe River	271	\$3,229	\$11,902	\$15,131
Transylvania	157	\$1,871	\$6,896	\$8,767
Union	611	\$7,280	\$26,835	\$34,115
Wake	2,845	\$33,899	\$124,954	\$158,853
Warren	107	\$1,707	\$6,293	\$8,000
Wayne	654	\$7,793	\$28,724	\$36,517
Wilson	420	\$5,004	\$18,447	\$23,451
Yadkin	207	\$2,466	\$9,092	\$11,558
TOTAL	36,874	\$443,974	\$1,636,503	\$2,080,477

Allocation Page

Waiting for Program Admin Approval

For Fiscal Year: 11/12

Contract Number: 1

CONTRACTS

APR 18 2011

CONTRACTS

APR 19 2011

	AA	415 13A2 570E JQ Payment Period 07/01-10/30 Service Period 06/01-09/30	415 13A2 570F JQ Payment Period 07/01-06/30 Service Period 06/01-05/31	Proposed Total	New Total
01 ALAMANCE		-\$5.00	-\$13.00	-\$18.00	\$39,644.00
01 ALBEMARLE REG		\$3.00	\$15.00	\$18.00	\$26,410.00
02 ALEXANDER		-\$4.00	-\$14.00	-\$18.00	\$8,711.00
04 ANSON		\$0.00	\$0.00	\$0.00	\$0.00
D2 APPALACHIAN		-\$3.00	-\$7.00	-\$10.00	\$33,055.00
07 BEAUFORT		-\$4.00	-\$15.00	-\$19.00	\$15,913.00
09 BLADEN		-\$5.00	-\$15.00	-\$20.00	\$9,603.00
10 BRUNSWICK		\$4.00	\$16.00	\$20.00	\$19,990.00
11 BUNCOMBE		\$3.00	\$16.00	\$19.00	\$58,851.00
12 BURKE		-\$2.00	-\$7.00	-\$9.00	\$15,857.00
13 CABARRUS		\$3.00	\$15.00	\$18.00	\$42,602.00
14 CALDWELL		\$6.00	\$23.00	\$29.00	\$19,878.00
16 CARTERET		-\$2.00	-\$7.00	-\$9.00	\$12,173.00
17 CASWELL		\$0.00	\$0.00	\$0.00	\$8,000.00
18 CATAWBA		\$3.00	\$16.00	\$19.00	\$40,760.00
19 CHATHAM		\$0.00	\$0.00	\$0.00	\$0.00
20 CHEROKEE		\$0.00	\$0.00	\$0.00	\$8,000.00
22 CLAY		\$0.00	\$0.00	\$0.00	\$8,000.00
23 CLEVELAND		-\$3.00	-\$7.00	-\$10.00	\$26,075.00
24 COLUMBUS		-\$2.00	-\$7.00	-\$9.00	\$16,472.00
25 CRAVEN		\$0.00	\$0.00	\$0.00	\$0.00
26 CUMBERLAND		-\$1.00	\$10.00	\$9.00	\$127,920.00
28 DARE		\$4.00	\$15.00	\$19.00	\$10,609.00
29 DAVIDSON		\$3.00	\$15.00	\$18.00	\$32,887.00
DAVIE		\$0.00	\$0.00	\$0.00	\$8,000.00
DEPLIN		\$2.00	\$7.00	\$9.00	\$19,375.00
34 DURHAM		\$0.00	\$0.00	\$0.00	\$0.00
33 EDGECOMBE		\$0.00	\$0.00	\$0.00	\$0.00
34 FORSYTH		\$4.00	\$25.00	\$29.00	\$123,733.00
35 FRANKLIN		-\$2.00	-\$7.00	-\$9.00	\$11,391.00
36 GASTON		\$1.00	\$9.00	\$10.00	\$57,288.00
38 GRAHAM		\$0.00	\$0.00	\$0.00	\$0.00
D3 GRAN-VANCE		\$0.00	\$0.00	\$0.00	\$0.00
40 GREENE		\$0.00	\$0.00	\$0.00	\$8,000.00
41 GUILFORD		-\$1.00	\$11.00	\$10.00	\$141,433.00
42 HALIFAX		\$0.00	\$0.00	\$0.00	\$0.00
43 HARNETT		\$4.00	\$15.00	\$19.00	\$24,010.00
44 HAYWOOD		\$3.00	\$15.00	\$18.00	\$14,998.00
45 HENDERSON		\$2.00	\$8.00	\$10.00	\$26,634.00
46 HERTFORD		\$0.00	\$0.00	\$0.00	\$8,000.00
47 HOKE		-\$3.00	-\$7.00	-\$10.00	\$14,964.00
48 HYDE		\$0.00	\$0.00	\$0.00	\$0.00
49 IREDELL		\$0.00	\$0.00	\$0.00	\$0.00
50 JACKSON		\$6.00	\$22.00	\$28.00	\$10,441.00
51 JOHNSTON		-\$4.00	-\$14.00	-\$18.00	\$27,862.00
52 JONES		\$0.00	\$0.00	\$0.00	\$0.00
53 LEE		\$4.00	\$15.00	\$19.00	\$14,573.00
54 LENOIR		-\$2.00	-\$7.00	-\$9.00	\$15,131.00
55 LINCOLN		\$0.00	\$0.00	\$0.00	\$17,477.00
56 MACON		\$0.00	\$0.00	\$0.00	\$8,487.00
57 MADISON		\$0.00	\$0.00	\$0.00	\$8,000.00
D4 MAR-TYR-WASH		\$1.00	\$8.00	\$9.00	\$11,558.00
60 MECKLENBURG		-\$4.00	\$4.00	\$0.00	\$197,492.00
62 MONTGOMERY		\$0.00	\$0.00	\$8.00	\$0.00
63 MOORE		\$0.00	\$0.00	\$0.00	\$0.00
64 NASH		\$0.00	\$0.00	\$0.00	\$0.00
65 NEW HANOVER		\$5.00	\$22.00	\$27.00	\$40,537.00
66 NORTHAMPTON		\$0.00	\$0.00	\$0.00	\$8,000.00
WNSLOW		\$0.00	\$9.00	\$9.00	\$83,810.00

68 ORANGE	\$0.00	\$0.00	\$0.00	\$0.00
69 PAMLICO	\$0.00	\$0.00	\$0.00	\$0.00
71 PENDER	\$6.00	\$22.00	\$28.00	\$8,655.00
73 PERSON	\$0.00	\$0.00	\$0.00	\$0.00
74 PITT	-\$3.00	-\$6.00	-\$9.00	\$42,938.00
76 RANDOLPH	\$5.00	\$23.00	\$28.00	\$40,258.00
77 RICHMOND	-\$4.00	-\$15.00	-\$19.00	\$14,461.00
78 ROBESON	-\$5.00	-\$13.00	-\$18.00	\$38,974.00
79 ROCKINGHAM	-\$2.00	-\$7.00	-\$9.00	\$17,979.00
80 ROWAN	\$0.00	\$0.00	\$0.00	\$27,918.00
05 R-P-M	-\$1.00	\$0.00	-\$1.00	\$38,359.00
82 SAMPSON	-\$3.00	-\$7.00	-\$10.00	\$15,020.00
83 SCOTLAND	-\$3.00	-\$7.00	-\$10.00	\$13,680.00
84 STANLY	\$6.00	\$22.00	\$28.00	\$13,847.00
85 STOKES	\$2.00	\$7.00	\$9.00	\$8,822.00
86 SURRY	-\$4.00	-\$14.00	-\$18.00	\$20,660.00
87 SWAIN	\$0.00	\$0.00	\$0.00	\$0.00
06 TOE RIVER	\$4.00	\$14.00	\$18.00	\$15,131.00
88 TRANSYLVANIA	\$6.00	\$23.00	\$29.00	\$8,767.00
90 UNION	\$3.00	\$15.00	\$18.00	\$34,115.00
92 WAKE	-\$8.00	-\$11.00	-\$19.00	\$158,853.00
93 WARREN	\$0.00	\$0.00	\$0.00	\$8,000.00
96 WAYNE	-\$4.00	-\$14.00	-\$18.00	\$36,517.00
97 WILKES	\$0.00	\$0.00	\$0.00	\$0.00
98 WILSON	-\$5.00	-\$14.00	-\$19.00	\$23,451.00
99 YADKIN	-\$5.00	-\$14.00	-\$19.00	\$11,558.00
Totals	-\$1.00	\$188.00	\$187.00	\$2,080,477.00

Signature and Date - DPH Program Administrator

Keith E 4-18-2011

Signature and Date- DPH Section Chief

Peter Andre 4/18/11

Signature and Date- DPH Contracts Office

Billie Matthews 4-18-11

Signature and Date - Division of Public Health Budget Officer

Wayne M 4/19/11

4/19/11
WA