



## REQUEST FOR BOARD ACTION

ITEM NO. 8

**DATE OF MEETING:** May 21, 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: \$3,425

**BACKGROUND:** The Women's and Children's Health Section of the North Carolina Division of Public Health allocated Pender County Health Department \$3,425 in additional funds. The Children and Youth and Women's Health Branches are providing funding for local health departments to support Motivational Interviewing (MI) training. The purpose of the funding is to support registrations for local health department staff and other local community partners to register and participate in Motivational Interviewing training. The Motivational Training is for all staff who engage in direct-client services. Motivational Interviewing is grounded in a respectful stance with a focus on building rapport in the initial stages of the client-provider relationship

**SPECIFIC ACTION REQUESTED:** To consider a resolution approving a budget amendment for increasing programmatic revenues and related expenditures for Pender County Health Department by \$3,425 in the Women's and Children's Health program for Fiscal Year 2011-2012.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

  
Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that

the FY 2011-2012 Annual Budget Ordinance is amended to increase revenues/ expenditures and approve related purchase orders for the following program. The Chairman/ County Manager is authorized to execute any/all documents necessary to implement this resolution.

Increase Revenues:			
	PHMP	11 375007	\$3,425
Increase Expenditures:			
	PHMP	900059 405500 Training	\$3,425

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Brown \_\_\_ Tate \_\_\_ Rivenbark \_\_\_ Ward \_\_\_ Williams \_\_\_

\_\_\_\_\_  
Chairman Date

\_\_\_\_\_  
ATTEST Date

# Division of Public Health Agreement Addendum FY 11-12

*copy*

Pender County Health Department  
**Local Health Department Legal Name**

WCH - Children and Youth  
**DPH Section/Branch Name**

875 - Motivational Interviewing Training

Marshall Tyson, 919-707-5640  
marshall.tyson@dhhs.nc.gov

**Activity Number and Description**

**DPH Program Contact Name, Telephone Number (with area code) and Email**

04/15/2012 - 05/31/2012

**Service Period**

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

05/01/2012 - 06/30/2012

**Payment Period**

- Original Agreement Addendum**  
 **Agreement Addendum Revision # \_\_\_\_\_ (Please do not put the Aid to County BE revision # here.)**

**I. Background:**

The Children and Youth Branch in the Women's and Children's Health Section of the Division of Public Health develops, implements, promotes and monitors programs and services that are consistent with Title V goals to protect and enhance the health and well being of children and their families. There is a strong emphasis on preventive health services.

The Branch primarily focuses on ensuring health services for children, including the following: parenting education, nutrition, well child care, school health, genetic services, newborn screening, child care health consultation, developmental screening, early intervention, transition, linkages with medical homes, screening and treatment clinics, resource lines, Health Check/NC Health Choice, and children/youth/families with special health care needs.

The Children and Youth and Women's Health Branches are providing funding to local health departments to support Motivational Interviewing (MI) training. In partnership with Southern Regional AHEC, staff will register for a year-long MI training course to begin in the Spring 2012 (MI Trainees). There will be approximately 50 cohorts of 40 MI trainees across the state. A cohort will be in or near every county in the

*Carol Mann* \_\_\_\_\_ 4/20/12  
Health Director Signature (use blue ink) Date

Local Health Department to complete: (If follow up information is needed by DPH)	LHD program contact name: <u>Shirley Steele</u>
	Phone number with area code: <u>910-259-1207</u>
	Email address: <u>ssteele@pendorcountync.gov</u>

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

state. In addition there will be one or more MI Champions trained across the state for each health department. Funding will be provided to each health department to cover the registration cost of each MI Trainee and MI Champion per the application submitted by the Health Department. The Southern Regional AHEC will handle registrations and coordinate the training schedule. Registrations will be non-refundable, but may be transferred to another staff person in the event of a vacancy or new hire. The fee is a one-time payment that will cover the entire year of training.

Care managers and supervisors working in the Pregnancy Care Management (OBCM) and Care Coordination for Children (CC4C) Programs are strongly encouraged to attend the training and will receive priority during the registration process. It is expected that sufficient funding will be available to train other clinical disciplines including child health nurses, maternal health nurses, family planning nurses, school nurses supported through the School Nurse Funding Initiative or Child and Family Support teams, NFP and home visiting staff and those hired by the health department using local or other funds, etc.

“Motivational Interviewing (MI) is now established as an evidence-based practice. It focuses on exploring and resolving ambivalence and centers on motivational processes within the individual that facilitate change. The method differs from more “coercive” or externally--driven methods for motivating change as it does not impose change (that may be inconsistent with the person's own values, beliefs or wishes); but rather supports change in a manner congruent with the person's own values and concerns. The most recent definition of Motivational Interviewing (2009) is: “...a collaborative, person--centered form of guiding to elicit and strengthen motivation for change.”

“Motivational Interviewing is grounded in a respectful stance with a focus on building rapport in the initial stages of the client-provider relationship. A central concept of MI is the identification, examination, and resolution of ambivalence about changing behavior. MI is a collaborative conversation to strengthen a person's own motivation for and commitment to change. MI is a person-centered conversation method for addressing the common problem of ambivalence about change.”

Motivational Interview Training is appropriate for all staff who engage in direct-client services.

## **II. Purpose:**

The purpose of this agreement is to provide funding to support registrations for local health department staff and other local community partners to register and participate in Motivational Interviewing training.

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

The Contractor shall for 13 Motivational Interviewing Trainees and 0 Motivational Interviewing Champions:

1. Register and pay registration fees for the following staff for Motivational Interviewing training:

Note: The registration link will be posted on the Internet by Southern Regional AHEC. Notification of the posting will be sent to health directors via the “phleaders listserv.”

- a. Pregnancy Care Managers (OBCM) (priority);
- b. Child Care Coordination (CC4C) (priority);
- c. Child Health, Maternal and Family Planning;
- d. School Health Nurses;

- e. Child and Family Support Teams;
- f. Home Visiting;
- g. Baby Love and Baby Love Plus; and/or
- h. Other local partner staff.

2. Assure the following:

- a. That funds can be received, budgeted and expended in the timeframe of April 15, 2012 – May 31, 2012.
- b. That Pregnancy Care Managers (OBCM) and Care Coordination for Children (CC4C) care managers will be given priority when registering staff for MI training.
- c. That registrations and payments will be made in a timely way that all transactions are completed by the end of May 2012 such that the health department can be reimbursed by the Division of Public Health by June 30, 2012.
- d. That registrations are transferrable to other staff or local partners upon a vacancy or new hiring.
- e. That registered health department MI Trainees and MI Champions are supported in their attendance in the training by time away from the office/clinic and travel costs. (Training sites will be conveniently located in or near every health department in the state.)

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

The Contractors shall adhere to the following performance measures:

- 1. Register staff as MI Trainees at the rate of \$263.31 per person and MI Champions at the rate of \$1,793.31 per person.

The Contractor shall adhere to the following reporting requirements:

- 1. Report expenditures in the WIRM corresponding to the funds expended for MI registrations during April and May 2012.

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

This contract will be monitored according to the following plan:

Deliverables shall be monitored by review of required reports. If the LHD is deemed out of compliance, program staff shall provide technical assistance, and funds may be withheld until LHD is back in compliance with deliverables. If technical assistance does not prove beneficial, the contract may then be terminated.

**VI. Funding Guidelines or Restrictions: (if applicable)**

Funds can only be used for registrations for Motivational Interviewing training for MI Trainees or MI Champions.

Allocation Page  
 For Fiscal Year: 11/12  
 Estimate Number: 0

Waiting for Program User Approval

**CONTRACTS**  
 APR 09 2012

	AA	875 1271 5021 AP Payment Period 05/09-06/30 Service Period 04/09-05/31	875 13A1 5107 00 Payment Period 05/09-06/30 Service Period 04/09-05/31	Proposed Total	New Total
01 ALAMANCE	*	0	\$0.00	\$78,665.00	\$78,665.00
01 ALBEMARLE REG	*	0	\$0.00	\$8,955.00	\$8,955.00
02 ALEXANDER	*	0	\$0.00	\$2,900.00	\$2,900.00
04 ANSON	*	0	\$0.00	\$2,635.00	\$2,635.00
02 APPALACHIAN	*	0	\$0.00	\$3,690.00	\$3,690.00
07 BEAUFORT	*	0	\$0.00	\$4,955.00	\$4,955.00
00 BLADEN	*	0	\$6,320.00	\$0.00	\$6,320.00
10 BRUNSWICK	*	0	\$5,745.00	\$0.00	\$5,745.00
11 BUNCOMBE	*	0	\$11,800.00	\$0.00	\$11,800.00
12 BURKE	*	0	\$8,640.00	\$0.00	\$8,640.00
13 CABARRUS	*	0	\$4,215.00	\$0.00	\$4,215.00
14 CALDWELL	*	0	\$15,650.00	\$0.00	\$15,650.00
16 CARTERET	*	0	\$1,580.00	\$0.00	\$1,580.00
17 CASWELL	*	0	\$2,585.00	\$0.00	\$2,585.00
18 CATAWBA	*	0	\$6,850.00	\$0.00	\$6,850.00
19 CHATHAM	*	0	\$7,375.00	\$0.00	\$7,375.00
20 CHEROKEE	*	0	\$1,580.00	\$0.00	\$1,580.00
22 CLAY	*	0	\$2,635.00	\$0.00	\$2,635.00
23 CLEVELAND	*	0	\$22,500.00	\$0.00	\$22,500.00
24 COLUMBUS	*	0	\$6,010.00	\$0.00	\$6,010.00
25 <del>CRAVEN</del>	*	0	\$5,220.00	\$0.00	\$5,220.00
26 CUMBERLAND	*	0	\$10,435.00	\$0.00	\$10,435.00
28 DARE	*	0	\$2,635.00	\$0.00	\$2,635.00
29 DAVIDSON	*	0	\$5,005.00	\$0.00	\$5,005.00
30 DAVIE	*	0	\$6,010.00	\$0.00	\$6,010.00
31 DUPLIN	*	0	\$8,115.00	\$0.00	\$8,115.00
32 DURHAM	*	0	\$15,175.00	\$0.00	\$15,175.00
33 EDGECOMBE	*	0	\$6,535.00	\$0.00	\$6,535.00
34 FORSYTH	*	0	\$12,330.00	\$0.00	\$12,330.00
35 FRANKLIN	*	0	\$2,370.00	\$0.00	\$2,370.00
36 GASTON	*	0	\$14,120.00	\$0.00	\$14,120.00
38 GRAHAM	*	0	\$2,635.00	\$0.00	\$2,635.00
D3 GRAN-VANCE	*	0	\$9,220.00	\$0.00	\$9,220.00
40 GREENE	*	0	\$3,425.00	\$0.00	\$3,425.00
41 GUILFORD	*	0	\$27,450.00	\$0.00	\$27,450.00
42 HALIFAX	*	0	\$10,485.00	\$0.00	\$10,485.00
43 HARNETT	*	0	\$4,165.00	\$0.00	\$4,165.00
44 HAYWOOD	*	0	\$2,900.00	\$0.00	\$2,900.00
45 HENDERSON	*	0	\$15,175.00	\$0.00	\$15,175.00
46 HERTFORD	*	0	\$5,480.00	\$0.00	\$5,480.00
47 Hoke	*	0	\$9,645.00	\$0.00	\$9,645.00
48 HYDE	*	0	\$1,055.00	\$0.00	\$1,055.00
49 JREDELL	*	0	\$4,165.00	\$0.00	\$4,165.00
50 JACKSON	*	0	\$5,745.00	\$0.00	\$5,745.00
51 JOHNSTON	*	0	\$4,215.00	\$0.00	\$4,215.00
52 JONES	*	0	\$0.00	\$0.00	\$0.00
53 LEE	*	0	\$7,375.00	\$0.00	\$7,375.00
54 LENOIR	*	0	\$5,005.00	\$0.00	\$5,005.00
55 LINCOLN	*	0	\$1,320.00	\$0.00	\$1,320.00
56 MACON	*	0	\$1,845.00	\$0.00	\$1,845.00
57 <del>MADISON</del>	*	0	\$4,905.00	\$0.00	\$4,905.00
04 <del>MARTIN-WASH</del>	*	0	\$5,795.00	\$0.00	\$5,795.00
60 MECKLENBURG	*	0	\$12,280.00	\$0.00	\$12,280.00
62 MONTGOMERY	*	0	\$3,425.00	\$0.00	\$3,425.00

63 MOORE	*	0	\$0.00	\$0.00	\$0.00	\$0.00
64 NASH	*	0	\$4,740.00	\$0.00	\$4,740.00	\$4,740.00
65 NEW HAVEN	*	0	\$7,060.00	\$0.00	\$7,060.00	\$7,060.00
66 NORTHAMPTON	*	0	\$5,530.00	\$0.00	\$5,530.00	\$5,530.00
67 ONSLOW	*	0	\$18,285.00	\$0.00	\$18,285.00	\$18,285.00
68 ORANGE	*	0	\$9,645.00	\$0.00	\$9,645.00	\$9,645.00
69 PAMLICO	*	0	\$7,060.00	\$0.00	\$7,060.00	\$7,060.00
73 PENDER	*	0	\$3,425.00	\$0.00	\$3,425.00	\$3,425.00
73 PERSON	*	0	\$8,430.00	\$0.00	\$8,430.00	\$8,430.00
74 PITT	*	0	\$8,115.00	\$0.00	\$8,115.00	\$8,115.00
76 RANDOLPH	*	0	\$4,215.00	\$0.00	\$4,215.00	\$4,215.00
77 RICHMOND	*	0	\$14,700.00	\$0.00	\$14,700.00	\$14,700.00
78 ROBESON	*	0	\$27,450.00	\$0.00	\$27,450.00	\$27,450.00
79 ROCKINGHAM	*	0	\$2,635.00	\$0.00	\$2,635.00	\$2,635.00
80 ROWAN	*	0	\$2,635.00	\$0.00	\$2,635.00	\$2,635.00
DE R-P-M	*	0	\$30,610.00	\$0.00	\$30,610.00	\$30,610.00
82 SAMPSON	*	0	\$11,750.00	\$0.00	\$11,750.00	\$11,750.00
83 SCOTLAND	*	0	\$3,160.00	\$0.00	\$3,160.00	\$3,160.00
84 STANLY	*	0	\$10,435.00	\$0.00	\$10,435.00	\$10,435.00
85 STOKES	*	0	\$2,635.00	\$0.00	\$2,635.00	\$2,635.00
86 SURRY	*	0	\$5,220.00	\$0.00	\$5,220.00	\$5,220.00
87 SWAIN	*	0	\$1,580.00	\$0.00	\$1,580.00	\$1,580.00
88 TOE RIVER	*	0	\$14,910.00	\$0.00	\$14,910.00	\$14,910.00
88 TRANSYLVANIA	*	0	\$2,585.00	\$0.00	\$2,585.00	\$2,585.00
90 UNION	*	0	\$3,425.00	\$0.00	\$3,425.00	\$3,425.00
92 WAKE	*	0	\$20,390.00	\$0.00	\$20,390.00	\$20,390.00
93 WARREN	*	0	\$3,110.00	\$0.00	\$3,110.00	\$3,110.00
96 WAYNE	*	0	\$19,340.00	\$0.00	\$19,340.00	\$19,340.00
97 WILKES	*	0	\$2,900.00	\$0.00	\$2,900.00	\$2,900.00
98 WILSON	*	0	\$3,950.00	\$0.00	\$3,950.00	\$3,950.00
99 YADKIN	*	0	\$1,055.00	\$0.00	\$1,055.00	\$1,055.00
<b>Totals</b>			\$600,125.00	\$101,800.00	\$701,925.00	\$701,925.00

Signature and Date - DPH Program Administrator

*Grant/Comp 4-9-12*

Signature and Date- DPH Section Chief

*Kate Andrus 4/9/12*

Signature and Date- DPH Contracts Office

*Rebecca Miller 4-10-12*

Signature and Date - Division of Public Health Budget Officer

*Sara Williams Brown 4-12-13*

*SR 4/12/13*