



## REQUEST FOR BOARD ACTION

ITEM NO. 7b.

**DATE OF MEETING:** July 23, 2012

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

**SHORT TITLE:** Resolution Authorizing Approval of a Budget Amendment to Approve Increase in Health Department Revenues and Expenditures for Fiscal Year 2012-2013: \$6,204

**BACKGROUND:** The Chronic Disease and Injury/Physical Activity and Nutrition Health Section Branch allocated Pender County Health Department \$6,204 in funds for the FY 12-13. The Healthy Communities program seeks to address the risk factors of physical inactivity and poor nutrition. Research shows that implementing policy, systems, and environmental changes, such as providing access to nutritious foods, improving safe options for active transportation, promoting joint-use of facilities for physical activity and other broad-based policy change strategies, can result in positive behavior changes that decrease chronic diseases and improve health. The NC Division of Public Health (DPH) has state funding available to implement evidence-based strategies to promote active living and healthy eating in all 100 NC counties.

**SPECIFIC ACTION REQUESTED:** To consider a resolution approving a budget amendment for increasing programmatic revenues and related expenditures for Pender County Health Department by \$6,204 in the Health Promotion program for Fiscal Year 2012-2013.



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# Division of Public Health Agreement Addendum FY 12-13

Pender County Health Department

Chronic Disease and Injury / Physical Activity  
and Nutrition

Local Health Department Legal Name

DPH Section/Branch Name

ADD # 886 Healthy Communities

Mary Bea Kolbe, 919-707-5229  
marybea.kolbe@dhhs.nc.gov

Activity Number and Description

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

06/01/2012-05/31/2013

Service Period

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

07/01/2012-06/30/2013

Payment Period

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

### I. Background:

In the United States today, seven of ten deaths and the vast majority of serious illness, disability, and health care costs are caused by chronic diseases, such as obesity, diabetes and cardiovascular disease. Key risk factors—lack of physical activity and poor nutrition—are major contributors to the nation’s and to North Carolina’s leading causes of death. According to the 2009 North Carolina Behavioral Risk Factor Survey, less than half of North Carolina adults (46.4%) get the recommended amount of physical activity and 20.6% eat five or more fruits and vegetables each day. More than two thirds of North Carolina adults (65.3%) and one third of North Carolina children (33.5%) are overweight or obese. Many North Carolinians die prematurely and suffer from diseases that could be prevented or more effectively managed.

The Healthy Communities program seeks to address the risk factors of physical inactivity and poor nutrition. Research shows that implementing policy, systems, and environmental changes, such as providing access to nutritious foods, improving safe options for active transportation, promoting joint-use of facilities for physical activity and other broad-based policy change strategies, can result in positive behavior changes that decrease chronic diseases and improve health. The NC Division of Public Health

Carolyn Moran  
Health Director Signature (use blue ink)

6/11/12  
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>ssteale@pendercountync.gov</u>

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

(DPH) has state funding available to implement evidence-based strategies to promote active living and healthy eating in all 100 NC counties.

The Healthy Communities program receives funding from state appropriations annually and is administered by DPH. The grant period begins June 1, 2012 and will end on May 31, 2013. This Agreement Addendum specifies deliverables for state fiscal year 2012-13.

## II. Purpose:

The Healthy Communities program provides NC counties with resources to develop and implement policy, systems, and environmental change interventions that improve local food systems, increase food security, promote active living through planning and policies and prevent chronic diseases.

## III. Scope of Work and Deliverables:

The key to the success of this Healthy Communities program will be using accurate information to inform and engage leaders to make jurisdiction-wide policy, systems, and environmental change decisions that promote active living and healthy eating.

The Local Health Department will:

- A. **Staff:** Designate one qualified staff member to carry out all duties outlined in this Agreement Addenda. This individual should have a 4-year degree in a related field or 3 years experience in assessing healthy eating and active living policies and environments, convening community partners, influencing decision makers and implementing evidence-based interventions. The Health Director is responsible for notifying DPH Program staff when this position is vacated and filled.
- B. **Assessment:** Use tools and measures provided by the state to assess the current conditions and needs in the county especially looking at the ability of low-resource populations to have access to healthy foods and physical activity opportunities including:
  - a. The availability of healthy food retail outlets;
  - b. The availability of local healthy food sources;
  - c. County policies that support both production and sales of healthy foods;
  - d. The availability of alternative transportation options;
  - e. The availability of places for physical activity; and
  - f. Land use planning and policies that support physical activity.
- C. **Planning:** Use the results of the county assessment to prioritize needs and develop a long range Healthy Communities (HC) plan to address these needs. This includes analysis of environmental/policy gaps and opportunities that exist in the region. The HC Plan should focus solely on needs assessment and planning during fiscal year 12/13. If assessments and planning are already complete funding can be used to support implementation of environmental and/or policy change that supports active living and healthy eating.
- D. **County Coordination:** Facilitate coordination by engaging decision makers, community leaders and partners in the selection and implementation of strategies, tracking progress and evaluation of success.
- E. **Training:** Ensure that staff attends DPH meetings, trainings, and quarterly conference calls.
- F. **Evaluation/Data Collection:** Gather and compile county data and provide to State staff every six months. This may include quantitative and qualitative data collection for baseline and outcome measurement as well as submitting success stories from the region.

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

Performance Measure #1: Evidence of a comprehensive assessment of the community policy and environmental conditions promoting active living and healthy eating that exist in the county.

Performance Indicators:

- A. Profile of community food resources completed by March 31, 2013.
- B. Profile of active living resources completed by March 31, 2013.

Optional: Performance Measure #2: Evidence of the development of a HC Plan that promotes active living and healthy eating through policies, systems and environmental changes.

Performance Indicators:

- A. Evidence of progress toward developing a HC Plan by May 31, 2013.
- B. Inclusion of strategies likely to promote changes in physical activity and healthy eating.

Performance Measure #3: Evidence of the development and implementation of a data collection plan for the program.

Performance Indicators:

- A. Data collection plan developed by August 31, 2012.
- B. Data collected and provided to DPH staff according to the timelines for data collection stated in the plan.
- C. Reports provided bi-annually to DPH show evidence of progress.

Reporting Requirements:

The Local Health Department is required to participate in bi-annual conference calls with DPH to report on activities supported by Healthy Communities funding. The Local Health Department shall report bi-annually on progress toward program deliverables.

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

The Healthy Communities program is monitored through bi-annual reports and conference calls with DPH to review progress using the Progress Monitoring and Reporting (PMR) system. DPH shall maintain contact via email and telephone to monitor programmatic and fiscal performance. If deficiencies in performance are identified, DPH shall notify the Local Health Department immediately via email or phone call and shall work with the county to establish a plan within one week to address the deficiencies. The Local Health Department shall report evaluation data to DPH in accordance with the timeframes and quality standards outlined.

**VI. Funding Guidelines or Restrictions:**

All Healthy Communities program funding must be used to implement activities directed at policy, systems, and environmental changes supportive of physical activity and healthy eating. The Local Health Department may only expend funds for reasonable program purposes, including personnel, travel, supplies, and services, such as contractual. Funds cannot be used for community health assessments, lobbying, research, clinical care, or reimbursement of pre-award costs. Recipients may not generally use Healthy Communities program funding for the purchase of furniture or equipment. However, if equipment purchase is integral to a selected strategy in the HC Plan, it will be considered. Prior approval by DPH is required for any changes in scope and for any purchases in excess \$500.

**Allocation Page**  
**For Fiscal Year:12/13**  
**Estimate Number: 0**

Waiting for Budget Admin Approval

**CONTRACTS**  
 MAY 11 2012

			886 1261 5503 00	Proposed Total	Now Total
		AA	Payment Period 07/01-06/30		
			Service Period 06/01-05/31		
01 ALAMANCE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
01 ALBEMARLE REG	*	0	\$43,435.00	\$43,435.00	\$43,435.00
02 ALEXANDER	*	0	\$6,206.00	\$6,206.00	\$6,206.00
04 ANSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
02 APPALACHIAN	*	0	\$18,613.00	\$18,613.00	\$18,613.00
07 BEAUFORT	*	0	\$6,206.00	\$6,206.00	\$6,206.00
09 BLAGDEN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
10 BRUNSWICK	*	0	\$6,206.00	\$6,206.00	\$6,206.00
11 BUNCOMBE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
12 BURKE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
13 CABARRUS	*	0	\$6,206.00	\$6,206.00	\$6,206.00
14 CALDWELL	*	0	\$6,206.00	\$6,206.00	\$6,206.00
16 CARTERET	*	0	\$6,206.00	\$6,206.00	\$6,206.00
17 CASWELL	*	0	\$6,206.00	\$6,206.00	\$6,206.00
18 CAYAMA	*	0	\$6,206.00	\$6,206.00	\$6,206.00
19 CHATHAM	*	0	\$6,206.00	\$6,206.00	\$6,206.00
20 CHEROKEE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
22 CLAY	*	0	\$6,206.00	\$6,206.00	\$6,206.00
23 CLEVELAND	*	0	\$6,206.00	\$6,206.00	\$6,206.00
24 COLUMBUS	*	0	\$6,206.00	\$6,206.00	\$6,206.00
25 CRAVEN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
26 CUMBERLAND	*	0	\$6,206.00	\$6,206.00	\$6,206.00
28 DARE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
29 DAVIDSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
30 DAVIS	*	0	\$6,206.00	\$6,206.00	\$6,206.00
31 DUPLIN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
32 DURHAM	*	0	\$6,206.00	\$6,206.00	\$6,206.00
33 EDGECOMBE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
34 FORSYTH	*	0	\$6,206.00	\$6,206.00	\$6,206.00
35 FRANKLIN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
36 GASTON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
38 GRAHAM	*	0	\$6,206.00	\$6,206.00	\$6,206.00
03 GRAN-VANCE	*	0	\$12,410.00	\$12,410.00	\$12,410.00
40 GREENE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
41 GUILFORD	*	0	\$6,206.00	\$6,206.00	\$6,206.00
42 HALIFAX	*	0	\$6,206.00	\$6,206.00	\$6,206.00
43 HARNETT	*	0	\$6,206.00	\$6,206.00	\$6,206.00
44 HAYWOOD	*	0	\$6,206.00	\$6,206.00	\$6,206.00
45 HENDERSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
46 HERTFORD	*	0	\$6,206.00	\$6,206.00	\$6,206.00
47 HOKE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
48 HYDE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
49 IREDELL	*	0	\$6,206.00	\$6,206.00	\$6,206.00
50 JACKSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
51 JOHNSTON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
52 JONES	*	0	\$6,206.00	\$6,206.00	\$6,206.00
53 LEE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
54 LENOIR	*	0	\$6,206.00	\$6,206.00	\$6,206.00
55 LINCOLN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
56 MAGN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
57 MADISON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
04 MAR-TYR-WASH	*	0	\$18,613.00	\$18,613.00	\$18,613.00
60 MECKLENBURG	*	0	\$6,206.00	\$6,206.00	\$6,206.00
62 MONTGOMERY	*	0	\$6,206.00	\$6,206.00	\$6,206.00
63 MOORE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
64 NASH	*	0	\$6,206.00	\$6,206.00	\$6,206.00
65 NEW HANOVER	*	0	\$6,206.00	\$6,206.00	\$6,206.00
66 NORTH HAMPTON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
67 ONSLOW	*	0	\$6,206.00	\$6,206.00	\$6,206.00
68 ORANGE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
69 PAMLICO	*	0	\$6,206.00	\$6,206.00	\$6,206.00
71 PENDER	*	0	\$6,206.00	\$6,206.00	\$6,206.00
73 PERSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
74 PITT	*	0	\$6,206.00	\$6,206.00	\$6,206.00
76 RANDOLPH	*	0	\$6,206.00	\$6,206.00	\$6,206.00

77 RICHMOND	*	0	\$6,206.00	\$6,206.00	\$6,206.00
78 ROBESON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
79 ROCKINGHAM	*	0	\$6,206.00	\$6,206.00	\$6,206.00
80 ROWAN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
85 R-P-M	*	0	\$18,615.00	\$18,615.00	\$18,615.00
82 SAMPSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
83 SCOTLAND	*	0	\$6,206.00	\$6,206.00	\$6,206.00
84 STANLY	*	0	\$6,206.00	\$6,206.00	\$6,206.00
85 SYOKES	*	0	\$6,206.00	\$6,206.00	\$6,206.00
85 SURRY	*	0	\$6,206.00	\$6,206.00	\$6,206.00
87 SWAIN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
86 TOE RIVER	*	0	\$18,615.00	\$18,615.00	\$18,615.00
88 TRANSYLVANIA	*	0	\$6,206.00	\$6,206.00	\$6,206.00
90 UNION	*	0	\$6,206.00	\$6,206.00	\$6,206.00
92 WAKE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
93 WARREN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
96 WAYNE	*	0	\$6,206.00	\$6,206.00	\$6,206.00
97 WILKES	*	0	\$6,206.00	\$6,206.00	\$6,206.00
98 WILSON	*	0	\$6,206.00	\$6,206.00	\$6,206.00
99 YADKIN	*	0	\$6,206.00	\$6,206.00	\$6,206.00
<b>Totals</b>			<b>1620,376.00</b>	<b>\$620,376.00</b>	<b>\$620,376.00</b>

Signature and Date - DPH Program Administrator

*Gene Lee* 5/11/12

Signature and Date- DPH Section Chief

*Cheryl G...* 5/11/12

Signature and Date- DPH Contracts Office

*Rebecca Miller* 5/11/12

Signature and Date - Division of Public Health Budget Officer

*Kathy Blackley* 5/14/12