



REQUEST FOR BOARD ACTION

ITEM NO. 7e.

DATE OF MEETING: July 23, 2012

REQUESTED BY: Carolyn Moser, 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: \$9,879

BACKGROUND: The Women and Children's Health Section Nutrition Services Branch allocated Pender County Health Department \$9,879 in funds for the FY 12-13.

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 81.9% and who breastfeed their infants at 6 months to 60.6%. 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 \$9,879 in the WIC program for Fiscal Year 2012-2013.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.



Initial

RESOLUTION

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

the FY 2012-2013 Annual Budget Ordinance is amended to increase revenues/expenditures and approve related purchase orders for the following program.

Increase Revenues:

WIC 11 375010 \$9,879

Increase Expenditures:

WIC	900058 404200	Salaries	\$7,380
WIC	900058 404400	Temp Wages	\$2,321
WIC	900058 404400	FICA	<u>\$178</u>
		TOTAL	\$9,879

The County Manager/Chairman is authorized to execute any/all documents necessary to implement this resolution.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Brown ___ Tate ___ Rivenbark ___ Ward ___ Williams ___

George R. Brown, Chairman

Date

ATTEST

Date

Division of Public Health Agreement Addendum FY 12-13

Page 1 of 3

Pender County Health Department
Local Health Department Name

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

Sheila J. Hirt, (919) 707-5793
sheila.hirt@dhhs.nc.gov

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

415 Breastfeeding Peer Counselor Program
Activity Number and Description

June 1, 2012 - May 31, 2013
Service Period

DPH program signature (only required for
negotiable agreement addendum)

July 1, 2012 - June 30, 2013
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 81.9% and who breastfeed their infants at 6 months to 60.6%. 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. The WIC Program strives to increase the incidence and duration of breastfeeding among women enrolled in the 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 (BFPC) Programs in the Local Agency, hereafter referred to as "Agency". WIC Program Funding for the BFPC 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 breastfeeding support.

Casandra Moore
Health Director Signature (use blue ink)

5/1/12
Date

Local Health Department to complete:
(If follow up information is needed by DPH)

LHD program contact name: Ann Miller
Phone number with area code: 910-259-1294
Email address: amiller@pendercountync.gov

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 BFPC Programs are leadership and support from management staff, standardized and timely initial and ongoing training, access to designated lactation professionals within the Agency, and community partnerships for making and receiving referrals. BFPC Program services are delivered to women enrolled in the BFPC Program and the Agency WIC Program.

Deliverable 1: Implementation

- A. Agency must implement a 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 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 Breastfeeding Peer Counselor.
- 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-1213/WIC-Agreement-Addenda-DataSFY2012-2013.pdf>)

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

IV. Performance Measures/Reporting Requirements:

The Agency will:

- A. Increase the percentage of infants enrolled in the WIC Program who are breastfeeding at 6 weeks of age.
- B. Increase the percentage of infants enrolled in the WIC Program who exclusively breastfeed.
- C. Increase the percentage of infants in the WIC Program 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 Agencies to ensure full implementation of the corrective action plan, as well as follow-up on any issues of concern. The BFPC Program will be monitored during these visits.
- C. Every two years, the 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 BFPC 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 BFPC Program 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, 2012 for Federal Fiscal Year 2010 funding. This funding is delineated by the code "570E-JQ" and shall be used to support BFPC Program costs incurred during the time-period of June 1, 2012 through September 30, 2012. Agencies must spend down 570E-JQ funding prior to reporting expenditures in 570F-JQ or 570G-JQ (see 'C' and 'D' below).
- C. Final reconciliation must occur no later than July 31, 2013 for the Federal Fiscal Year 2011 funding. This funding is delineated by the code "570F-JQ" and shall be used to support BFPC Program costs incurred during the time period of June 1, 2012 through May 31, 2013. Agencies must spend down 570E-JQ and 570F-JQ funding prior to reporting expenditures in 570G-JQ (see 'D' below).
- D. Final reconciliation must occur no later than July 31, 2013 for the Federal Fiscal Year 2012 funding. This funding is delineated by the code "570G-JQ" and shall be used to support BFPC Program Costs incurred during the time period of June 1, 2012 through May 31, 2013. Agencies must spend down 570E-JQ and 570F-JQ funding prior to reporting expenditure in 570G-JQ (see 'B' and 'C' above)

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

Waiting for Program User Approval

	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	415 13A2 570G JQ Payment Period 07/01-06/30 Service Period 06/01-05/31	Proposed Total	New Total
01 ALAMANCE	*	0	\$3,809.00	\$6,825.00	\$29,973.00	\$40,707.00
01 ALBEMARLE REG	*	0	\$2,470.00	\$4,312.00	\$18,937.00	\$25,719.00
02 ALEXANDER	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
04 ANSON	*	0	\$0.00	\$0.00	\$0.00	\$0.00
07 APPALACHIAN	*	0	\$3,151.00	\$5,501.00	\$24,162.00	\$32,814.00
07 BEAUFORT	*	0	\$1,341.00	\$2,341.00	\$10,283.00	\$13,965.00
09 BLADEN	*	0	\$998.00	\$1,742.00	\$7,680.00	\$10,396.00
10 BRUNSWICK	*	0	\$1,968.00	\$3,436.00	\$15,091.00	\$20,495.00
11 BUNCOMBE	*	0	\$5,528.00	\$9,651.00	\$42,389.00	\$57,568.00
12 BURKE	*	0	\$1,848.00	\$3,227.00	\$14,171.00	\$19,246.00
13 CABARRUS	*	0	\$4,449.00	\$7,767.00	\$34,112.00	\$46,328.00
14 CALDWELL	*	0	\$2,028.00	\$3,541.00	\$15,551.00	\$21,120.00
16 CARTERET	*	0	\$1,205.00	\$2,104.00	\$9,239.00	\$12,548.00
17 CASWELL	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
18 CATAWBA	*	0	\$3,936.00	\$6,872.00	\$30,182.00	\$40,990.00
19 CHATHAM	*	0	\$0.00	\$0.00	\$0.00	\$0.00
20 CHEROKEE	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
22 CLAY	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
23 CLEVELAND	*	0	\$2,432.00	\$4,245.00	\$18,644.00	\$25,321.00
24 COLUMBUS	*	0	\$1,417.00	\$2,475.00	\$10,869.00	\$14,761.00
25 CRAVEN	*	0	\$0.00	\$0.00	\$0.00	\$0.00
26 CUMBERLAND	*	0	\$12,185.00	\$21,273.00	\$93,432.00	\$126,890.00
28 DARE	*	0	\$1,052.00	\$1,837.00	\$8,068.00	\$10,957.00
29 DAVIDSON	*	0	\$3,556.00	\$6,205.00	\$27,256.00	\$37,017.00
30 DAVIE	*	0	\$818.00	\$1,425.00	\$6,271.00	\$8,517.00
31 DUPLIN	*	0	\$2,012.00	\$3,512.00	\$15,426.00	\$20,950.00
32 DURHAM	*	0	\$0.00	\$0.00	\$0.00	\$0.00
33 EDGEcombe	*	0	\$0.00	\$0.00	\$0.00	\$0.00
34 FORSYTH	*	0	\$10,895.00	\$18,951.00	\$83,231.00	\$113,077.00
35 FRANKLIN	*	0	\$1,134.00	\$1,980.00	\$8,685.00	\$11,800.00
36 GASTON	*	0	\$4,765.00	\$8,319.00	\$36,536.00	\$49,620.00
38 GRAHAM	*	0	\$0.00	\$0.00	\$0.00	\$0.00
D3 GRAN-VANCE	*	0	\$0.00	\$0.00	\$0.00	\$0.00
40 GREENE	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
41 GUILFORD	*	0	\$13,292.00	\$23,203.00	\$101,918.00	\$138,413.00
42 HALIFAX	*	0	\$0.00	\$0.00	\$0.00	\$0.00
43 HARNETT	*	0	\$2,219.00	\$3,874.00	\$17,014.00	\$23,107.00
44 HAYWOOD	*	0	\$1,478.00	\$2,494.00	\$10,953.00	\$14,925.00
45 HENDERSON	*	0	\$2,418.00	\$4,274.00	\$18,770.00	\$25,462.00
46 HERTFORD	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
47 HOKE	*	0	\$1,281.00	\$2,237.00	\$9,824.00	\$13,342.00
48 HYDE	*	0	\$0.00	\$0.00	\$0.00	\$0.00
49 IREDELL	*	0	\$0.00	\$0.00	\$0.00	\$0.00
50 JACKSON	*	0	\$905.00	\$1,580.00	\$6,939.00	\$9,424.00
51 JOHNSTON	*	0	\$3,189.00	\$5,568.00	\$24,455.00	\$33,212.00
52 JONES	*	0	\$0.00	\$0.00	\$0.00	\$0.00
53 LEE	*	0	\$3,483.00	\$6,089.00	\$25,371.00	\$34,543.00
54 LENOIR	*	0	\$1,148.00	\$2,022.00	\$11,078.00	\$14,248.00
55 LINCOLN	*	0	\$1,137.00	\$2,022.00	\$11,078.00	\$14,248.00
56 MADISON	*	0	\$965.00	\$1,685.00	\$7,399.00	\$10,049.00
57 MADISON	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
D4 MAR-TYR-WASH	*	0	\$863.00	\$1,542.00	\$6,772.00	\$9,177.00
60 MECKLENBURG	*	0	\$18,270.00	\$31,895.00	\$140,085.00	\$190,250.00
62 MONTGOMERY	*	0	\$0.00	\$0.00	\$0.00	\$0.00
63 MOORE	*	0	\$0.00	\$0.00	\$0.00	\$0.00
64 NASH	*	0	\$0.00	\$0.00	\$0.00	\$0.00
65 NEW HANOVER	*	0	\$3,776.00	\$6,596.00	\$28,970.00	\$39,344.00
66 NORTHAMPTON	*	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00
67 ONSLOW	*	0	\$7,480.00	\$13,059.00	\$57,355.00	\$77,894.00
68 ORANGE	*	0	\$0.00	\$0.00	\$0.00	\$0.00
69 PAMLICO	*	0	\$0.00	\$0.00	\$0.00	\$0.00
71 PENDER	*	0	\$949.00	\$1,656.00	\$7,274.00	\$9,879.00
73 PERSON	*	0	\$0.00	\$0.00	\$0.00	\$0.00
74 PITT	*	0	\$4,432.00	\$7,738.00	\$33,986.00	\$46,156.00
76 RANDOLPH	*	0	\$3,620.00	\$6,320.00	\$27,758.00	\$37,698.00

CONTRACTS

APR 12 2012

77 RICHMOND	1	0	\$1,270.00	\$2,218.00	\$9,740.00	\$13,228.00	\$13,228.00
78 ROBESON	1	0	\$3,418.00	\$5,908.00	\$26,211.00	\$35,597.00	\$35,597.00
79 ROCKINGHAM	1	0	\$1,957.00	\$3,417.00	\$15,008.00	\$20,382.00	\$20,382.00
80 ROWAN	1	0	\$2,786.00	\$4,054.00	\$21,262.00	\$29,012.00	\$29,012.00
81 R-P-M	1	0	\$3,713.00	\$6,482.00	\$28,456.00	\$38,663.00	\$38,663.00
82 SAMPSON	1	0	\$1,401.00	\$2,446.00	\$10,744.00	\$14,591.00	\$14,591.00
83 SCOTLAND	1	0	\$1,298.00	\$2,265.00	\$9,949.00	\$13,512.00	\$13,512.00
84 STANLY	1	0	\$1,407.00	\$2,456.00	\$10,786.00	\$14,649.00	\$14,649.00
85 STOKES	1	0	\$845.00	\$1,475.00	\$6,480.00	\$8,800.00	\$8,800.00
86 SURRY	1	0	\$1,848.00	\$3,227.00	\$14,171.00	\$19,246.00	\$19,246.00
87 SWAIN			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
88 TOE RIVER	1	0	\$1,521.00	\$2,656.00	\$11,683.00	\$15,840.00	\$15,840.00
89 TRANSYLVANIA	1	0	\$823.00	\$1,437.00	\$6,312.00	\$8,572.00	\$8,572.00
90 UNION	1	0	\$3,086.00	\$5,387.00	\$23,691.00	\$32,134.00	\$32,134.00
91 WAKE	1	0	\$15,511.00	\$27,079.00	\$118,032.00	\$161,622.00	\$161,622.00
92 WARREN	1	0	\$768.00	\$1,341.00	\$5,891.00	\$8,000.00	\$8,000.00
93 WAYNE	1	0	\$3,931.00	\$6,863.00	\$30,141.00	\$40,935.00	\$40,935.00
94 WILKES			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
95 WILSON	1	0	\$2,279.00	\$3,979.00	\$17,474.00	\$23,732.00	\$23,732.00
96 YADKIN	1	0	\$1,189.00	\$2,075.00	\$9,113.00	\$12,377.00	\$12,377.00
Totals			\$197,898.00	\$348,428.00	\$1,517,111.00	\$2,060,392.00	\$2,060,392.00

Signature and Date - DPH Program Administrator

Philip H. J. 4-12-12

Signature and Date - DPH Section Chief

Veta Andru 4/12/12

Signature and Date - DPH Contracts Office

Rebecca Miller 4-12-12

Signature and Date - Division of Public Health Budget Officer

Jana Williams-Brown 4-18-12

PH 4/17/12 14-287

