Caldwell County
North Carolina
Board of Commissioners Meeting

August 11, 2025 at 6:00 PM
City-County Chambers
905 West Avenue NW, Lenoir

AGENDA

Call to Order *Chairman Randy T. Church*

Public Comment Period

Invocation *Pastor Kevin Burns, Waterlife Church*

Pledge of Allegiance *Commissioner, Patrick Starnes*

Agenda Amendments from the Board, Manager & Public

Agenda Items

1.	Recognition *Chief Trevor Key*	EMT of the Year
2.	Recognition *Sheriff Kevin Bean*	Deputy of the Year
3.	Recognition *Sheriff Kevin Bean*	Bailiff of the Year
4.	Items for Decision *Kim McGee*	RZ 2025-1 GB to L-IND - Connelly Springs Rd.
5.	Public Hearing *Jesse Trivette*	Economic Development - Project SpaceX
6.	Public Hearing *Jesse Trivette*	Economic Development - Granite Falls Composites, Inc.
7.	Public Hearing *Jesse Trivette*	Economic Development - Project Picanha

Consent

8.	Budget Revisions	DSS- Hurricane Helene Mitigation Funding Rollover
9.	Budget Revisions	Health Department- Agreement Addendum Funding for Retention and Training
10.	Budget Revisions	Health Department- Agreement Addendum Funding for WIC

11.	Budget Revisions	Health Department- Agreement Addendum Funding Communicable Diseases
12.	Budget Revisions	Health Department- Agreement Addendum Funding for Public Health
13.	Budget Revisions	Health Department- Agreement Addendum Hurricane Helene Mitigation Funds
14.	Budget Revisions	Health Department- Rollover of Grant Funding
15.	Items for Decision	Budget Revision and Closing Statement for Communications Center 911 Grant
16.	Resolution	Borrowing Resolution for Capital Outlay Loan
17.	Budget Revisions	Purchase Order Rollovers from 24-25 Fiscal Year
18.	Budget Revisions	SCIF Funding for Ambulance Purchase
19.	Items for Decision	Not to Exceed Agreement with Southern Disaster Relief
20.	Items for Decision	Ratification of Tri County Speedway Special Event Use
21.	Items for Decision	Reappointment of Dr. Rebecca Whisnant to Board of Health
22.	Items for Decision	Approval of July 14, 2025, Meeting Minutes
23.	Items for Decision	Approval of July 18, 2025, Meeting Minutes

Adjourn

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Emergency Services	Chief Trevor Key

AGENDA ITEM # 1

EMT of the Year

BACKGROUND

Zack Bumgarner will be recognized as the EMT of the Year by Post 29.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Sheriff's Office	Sheriff Kevin Bean

AGENDA ITEM # 2

Deputy of the Year

BACKGROUND

Deputy Jacob Britt will be recognized as the Sheriff's Deputy of the Year by Post 29.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Sheriff's Office	Sheriff Kevin Bean

AGENDA ITEM # 3

Bailiff of the Year

BACKGROUND

Bailiff Frankie Holder was awarded "Bailiff of the Year" Award for North Carolina from the North Carolina Chief Justice's Commission on Professionalism.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Planning	Kim McGee

AGENDA ITEM # 4

RZ 2025-1 GB to L-IND - Connelly Springs Rd.

BACKGROUND

Owner: Raymond Dollar
Applicant: Raymond Dollar
NCPIN: 2755026746
Location: 2881 Connelly Springs Rd.
Granite Falls, NC 28630
Acreage: 10 acres
Current Zone: GB (General Business)
Requested Zone: L-IND (Light Industrial)
Watershed: WS-IV Protected Area
Flood Zone: Zone X (outside flood hazard area)
Perennial Stream(s): None
Elevation: 1185 ft. to 1110 ft. (front to back)
Utilities: Duke Energy, Individual septic & well
Site Conditions: Vacant, Wooded

The applicant is requesting a zoning change from GB (General Business) to L-IND (Light Industrial) to allow for the potential sale to Dynastar Aerospace Machining. Dynastar uses CNC Machining to manufacture parts for a variety of industries such as aerospace, medical and automotive. The proposed business would fall into the light industrial zoning category, making this zoning district change necessary.

However, per State Law, when a rezoning request occurs, a particular use is not to be considered, rather the zoning district and all allowed uses within that district and their potential impact are to be considered instead. The following uses are permitted within the Light Industrial District:

- Distribution facilities for finished products and/or raw natural resources, except for storage of dangerous items and explosives;
- Governmentally and privately owned utility and public works facilities;
- Trucking terminals;
- Warehousing and wholesaling operations for finished products;
- Solar Energy Systems

Once a specific use is confirmed, staff will ensure other development standards such as setbacks, impervious surface coverage, buffers, parking spaces, landscaping, erosion control measures, etc... are provided prior to issuing a zoning permit.

The site is located in an area identified in the Comprehensive Plan's Future Land Use Map as a Commercial Corridor Node, which suggests zoning districts such as multifamily, planned unit development, general business, office-institutional, and light industrial be allowed.

The Planning Board and staff reviewed the rezoning application's consistency with the following:

- Caldwell County Comprehensive Plan,
- Caldwell County Zoning Ordinance,
- Caldwell County Watershed Ordinance; and,
- The reasonableness of the request as it pertains to public health, safety and general welfare.

No evidence was presented to the Planning Board and staff that the requested zoning change would negatively impact the health, safety or welfare of the community. The request is also consistent with the County's Comprehensive Plan. Therefore, the recommendation is to approve the rezoning request based on those factors and contingent that approval from NC-DOT for a driveway permit and septic and well permits are received.

RECOMMENDED MOTION

Planning Board Recommendation- Approval, with the following consistency statement:

"Approval of this request is reasonable and in the public's best interest because the amendment is consistent with the County's Comprehensive Plan that contains a future land use map that aligns with the request by suggesting Light Industrial zoning for this area (via a Commercial Corridor node). There's no evidence that the rezoning would negatively impact the surrounding neighborhood and adjacent properties, and it can promote public health, safety and welfare by allowing the manufacturing of goods to the public, as well as other businesses. Approval is also contingent on NC-DOT driveway permit and septic and well permit approval".

BUDGET IMPACT

n/a

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Rezoning Application- 2881 Conn Spr Rd.
2. EDC Rezoning -Letter of Support

Caldwell County
NORTH CAROLINA
Planning Department
2345 Morganton Blvd. Lenoir, NC 28645
www.caldwellcountync.org

REZONING APPLICATION

For questions about this application or approval process, please contact the Planning Department at 828.757.6855 or 828.426.8354 to schedule a pre-application meeting. **The public will be notified of this request and invited to attend and/or participate in the Planning Board and County Commission meetings.**

Submittal Checklist:

- [x] Application Form
- [x] Application Fee ($650 – cash, check or credit card) (Make checks payable to Caldwell County)
- [N/A] Site Plan (if applicable)
- [ ] Other Information Requested by the Planning Department: _____

Property Information:

Current Zoning District(s): GB
Requested Zoning District: L-Ind
Current Use of the Property: vacant
Property Address (location): 2881 Connelly Springs Rd.
NCPIN: 2755 02 6746
Deed Book: 2049 Page: 1556

Contact Information:

Applicant Name	Raymond Dollar (Property Owner Name)
Applicant Street Address	PO Box 1662 (Property Owner Street Address)
City / State / Zip	Rutherford College / NC / 28671 (City / State / Zip)
Applicant Contact Phone Number(s)	828-729-1616 (Property Owner Contact Phone Number(s))
Applicant E-Mail	Property Owner E-Mail
Applicant Signature	RAYMOND N. DOLLAR (Property Owner Signature)

I certify that I have full authority to act on behalf of the owner and that all of the information presented by me in this application is accurate to the best of my knowledge, information, and belief.

By signing, I authorize _____ (Applicant) as my representative to request the land development approval on the real property listed in this application, and give full and complete permission for the Applicant to act on my behalf.

OFFICIAL USE ONLY:

Date Received: 6-17-25 PB Meeting Date: 7-22-25 Comm Meeting Date: _____
Advertised On: _____ and _____ Property Posted: _____ Final Action: _____

Caldwell County
NORTH CAROLINA
Economic Development

Ashley Bolick, Director

June 18th, 2025
Chris Barlowe, Chairman
Caldwell County Planning Board
2345 Morganton Boulevard
Lenoir, NC 28645

CC: Kim McGee
Assistant Planning Director, Caldwell County

Dear Chairman Barlowe,

I am writing on behalf of Caldwell County Economic Development to express support for the rezoning of the property located at 2881 Connelly Springs Road, Granite Falls, NC 28630 (Parcel-id: 11 57 1 1S). I would first like to acknowledge that planning staff have the expertise in rezoning matters and that all recommendations ultimately come from them. My aim is to provide general support for the applicant, without making a formal recommendation.

The rezoning of this property, from (RA-20) Residential-Agriculture District to (IND) Industrial District will enable economic growth in Caldwell County. Development of this parcel will expand the County's tax base, generating additional funding for public services. Furthermore, industrial use of this site will provide jobs for Caldwell County residents – jobs that are expected to offer wages above the County's annual average median wage (according to the North Carolina Department of Commerce), supporting future wage growth and broader economic contributions. As Caldwell County has shifted from its traditional textile and furniture manufacturing economy it has become important to diversify our economy into other fields of manufacturing. Such diversification provides a variety of career paths for our citizens and creates a resilient economy that can better withstand future adverse impacts.

With industrial rezoning Dynastar Aerospace Machining will bring much to Caldwell County, utilizing state-of-the-art equipment to perform high-precision manufacturing – milling, shaping, laser cladding welding, water jet cutting, grinding, and complex aerospace assembly – delivering materials for sectors related to aerospace and defense, medical devices, professional motorsports and automotives, and energy. Dynastar will bring $2-$3 million in capital investment, in their first year, to Caldwell County. Throughout the first three years we can expect 12-14 full-time jobs to contribute to our workforce. Beyond three years, as the business continues to

grow, Dynastar has a full target workforce of 30-40 employees. They will offer jobs with an average annual salary of $65,000 per year, as compared to our median of $53,586 per year.

Caldwell County Economic Development has conducted strategic planning related to economic growth, through our Economic Development Advisory Committee. This project meets those goals in a variety of ways. First, the industrial sector involved – aerospace – is one of our identified target sectors for future growth. Second, this project supports a few goals in our strategic plan including identification of potential industry in the County; achieving population growth over time, achieved through having well-paying job opportunities to retain residents; and decreasing the workforce that commutes outside Caldwell County for jobs, which is a significant challenge for our community.

We conducted a cursory review of the zoning requirements prior to extending our support for this project. Since this parcel is zoned for residential use, we understand that its proximity to other residential areas is of note; however, it is also located near to a parcel currently zoned Industrial and used by the County as a convenience site. Furthermore, in relation to existing residential structures, there is some distance separating the properties. The properties are further separated by significant foliage, mitigating many of the questions that may arise from industrial development. Although it will be the owner's responsibility, it is my understanding that all the regulations present, for the watershed (class WS-IV), industrial district, and for general land use, can be met for both the structure and intended use of the property.

This potential rezoning touches on a few areas of the County's Comprehensive Plan. Regarding transportation, the property is located along a roadway which is likely to be expanded according to current North Carolina Department of Transportation plans, which mitigates potential impacts for transportation along Connelly Springs Road. This project also supports the recommendations in the Plan related to economic development.

Thank you for your consideration. I hope this project continues to advance and delivers meaningful benefits to the citizens of Caldwell County. The Economic Development Department stands ready to support the Board and this project in any way.

Sincerely,



Ashley Bolick, Director
Caldwell County Economic Development

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Economic Development	Jesse Trivette

AGENDA ITEM # 5

Economic Development - Project SpaceX

BACKGROUND

Project Space X represents a potential new manufacturer in Caldwell County. The company anticipates that the total investments in improvements and equipment to be located on site will equal or exceed four million four-hundred thousand dollars ($4,400,000.00) and create five (5) full-time jobs to be located at the site that pay above the annualized average wage in the county within the first year. Additional investments and jobs will be created in years two and three, with a total target workforce of thirty (30) to forty (40) full-time jobs.

Investment and Growth

- Year 1: Establish a 15,000-square-foot facility with office space, manufacturing areas, and warehouse capacity. Hire five full-time, highly skilled machine tool operators.
- Year 2: Make additional capital investments and hire three to five more machine tool operators.
- Year 3: Hire four highly skilled technicians.
- The long-term strategy includes a potential future expansion of 15,000 to 30,000 square feet to meet growing production demands, with a workforce expansion target of 30 to 40 employees.

Grant amounts are calculated using the **increase in tax value** of all real property, personal property, and improvements above the base year's value, as assessed by the Caldwell County Tax Administration Office. The amount of Caldwell County property tax revenues that will be billed to the company for their capital investment improvements will exceed the amount to be paid out by the County for economic development grants. The County will consider providing annual grant payments equal to 50% of the aggregate ad valorem taxes paid by the Company or any Affiliate to the County during the terms **attributable to the improvements to the site and equipment located at the site**. The terms of the economic development grant period shall be for three (3) years. The first payment would follow the investment and reporting to the Caldwell County Tax Office, and upon written notification by the Company of the tax year in which it elects to begin the three-year grant period.

This project has been reviewed and recommended for approval by the Caldwell County Economic Development Advisory Committee.

RECOMMENDED MOTION

I move to approve the tax grant agreement for Project SpaceX as presented.

BUDGET IMPACT

None

APPROVED FOR BUDGET YEAR

Yes

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Economic Development	Jesse Trivette

AGENDA ITEM # 6

Economic Development - Granite Falls Composites, Inc.

BACKGROUND

Project Granite Falls Composites represents an existing company in Caldwell County, formerly known as Roblon. Roblon, a Danish company, announced in September 2024 its intention to divest the Roblon US subsidiary. Two executive officers negotiated a management buy-out and have renamed the company Granite Falls Composites. Staff asks that the commissioners consider both a Local Jobs Retention Grant and a Local Jobs Creation Grant for Granite Falls Composites. The Company anticipates, in its best efforts, the retention of seventy (70) existing full-time jobs and the creation of thirty (30) new full-time jobs.

The Board will consider the following terms: For each existing full-time job retained under the agreement, the County shall pay to the Company a grant amount of one thousand dollars ($1,000). If the Company fails to maintain seventy (70) existing full-time jobs retained under the agreement for a period of at least one (1) year, it will not receive the grant. For each new full-time job created under the agreement, the County shall pay to the Company a grant amount of two thousand ($2,000) dollars. Each new full-time job created must be in addition to the seventy (70) existing jobs retained. The County shall provide the economic development Jobs Creation Grant for each new job created between five (5) and thirty (30) jobs. Each new job created under the agreement must be retained for a period of at least one (1) year. Each grant will be performance-based and shall be paid in accordance with performance goals.

This project has been reviewed and recommended for approval by the Caldwell County Economic Development Advisory Committee.

RECOMMENDED MOTION

I move to approve the Local Jobs Retention Grant as well as the Local Jobs Creation Grant as presented.

BUDGET IMPACT

Up to $130,000 paid from the sales-tax reinvestment funds, already approved in the FY 2025-2026 budget.

APPROVED FOR BUDGET YEAR

Yes

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Economic Development	Jesse Trivette

AGENDA ITEM # 7

Economic Development - Project Picanha

BACKGROUND

Project Picanha represents an existing company in Caldwell County that is looking to expand its operations, investing locally and creating more employment opportunities. The company anticipates that the total investments in improvements and equipment to be located on site will equal or exceed twenty million dollars ($20,000,000.00) and create fifty (50) full-time jobs to be located at the site.

Grant amounts are calculated using the **increase in tax value** of all real property, personal property, and improvements above the base year's value, as assessed by the Caldwell County Tax Administration Office. The amount of Caldwell County property tax revenues which will be billed to the company for their capital investment improvements will exceed the amount to be paid out by the County for economic development grants. The County will consider providing annual grant payments equal to 20% in year one, 30% in year two, 40% in year three, and 50% in years four and five of the aggregate ad valorem taxes paid by the Company or any Affiliate to the County during the terms **attributable to the improvements upon the site and equipment located at the site**. The first payment would be following the investment and reporting to the Caldwell County Tax Office, and upon written notification by the Company of the tax year in which it elects to begin the five-year grant period. The company must begin the tax grant period by 2027.

This project has been reviewed and recommended for approval by the Caldwell County Economic Development Advisory Committee.

RECOMMENDED MOTION

I move to approve the tax grant agreement for Project Picanha as presented.

BUDGET IMPACT

None

APPROVED FOR BUDGET YEAR

Yes

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	DSS	

AGENDA ITEM # 8

DSS- Hurricane Helene Mitigation Funding Rollover

BACKGROUND

This budget revision rolls over unspent hurricane mitigation funds at DSS into the new fiscal year.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

Rolls over funds received in prior year

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. DSS Hurricane Mitigation Funding Rollover

Budget Revision # _____

Item No. _____

Date: _____

Caldwell County Board of Commissioners

BUDGET REVISION

Subject:

Background and explanation for the Budget Revision:

This budget revision rolls over unspent hurricane mitigation funds from the old year and into the new at DSS.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted as follows:

SUPPLEMENTAL APPROPRIATION

Line Item #	Title	I/D	Amount	Line Item #	Title	I/D	Amount
10.9800.397000	Fund Balance App	I	$ 148,361.50	10.5390.442161	Child Welfare	I	$ 106,055.50
				10.5391.442160	APS Essential Services	I	$ 42,306.00
Total			**148,361.50**	**Total**			**148,361.50**

Attachments (Yes or No): No

Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
			07/28/25		

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 9

Health Department- Agreement Addendum Funding for Retention and Training

BACKGROUND

This budget revision allows the County to receive and spend agreement addendum funds at the health department for retention and training.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funded

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Health Dept Agreement Addendum for Retention and Training

Budget Revision # _____
Item No. _____
Board Action Date _____

Caldwell County Board of Commissioners

BUDGET REVISION

Board Meeting _____

Subject: 117 Admin Retention

Background and explanation for the Budget Revision:

The Caldwell County Health Department received an Agreement Addendum in the amount of $80,462. This Agreement Addendum allows for the LHD to use the funds for retention and training for CCHD employees.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being

SUPPLEMENTAL APPROPRIATION

Revenues: Increase / Decrease (Circle One)			**Expenditures: Increase / Decrease (Circle One)**		
Line Item #	Title	Amount	Line Item #	Title	Amount
10.5110.310500	Health Support Misc	80,462.00	10.5110.444100	Admin Contractual	50,000.00
			10.5110.431200	Admin Training	10,000.00
			10.5110.426000	Admin Supplies	20,462.00
Total		**80,462.00**	**Total**		**80,462.00**

Attachments (Yes or No):
Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
Anna Cook	7/11/25		7/11/25		

Division of Public Health
Agreement Addendum
FY 25-26

Caldwell County Health Department **Local Health Department Legal Name**	Local and Community Support Section **DPH Section / Branch Name**
117 Public Health Infrastructure: Local Workforce Development **Activity Number and Description**	Douglas Urland, (919) 604-6230 Doug.Urland@dhhs.nc.gov **DPH Program Contact** (name, phone number, and email)
06/01/2025 – 05/31/2026 **Service Period**	**DPH Program Signature** **Date** (only required for a negotiable Agreement Addendum)
07/01/2025 – 06/30/2026 **Payment Period**	

☒ Original Agreement Addendum
☐ Agreement Addendum Revision # ___

I. Background:

The pandemic emphasized the critical importance of a robust public health system. Public health departments need to continue their response work, apply lessons learned, and prepare for future public health emergencies. The pandemic accentuated long-standing weaknesses and created new challenges to the public health infrastructure. This Centers for Disease Control and Prevention (CDC) funding, awarded to the North Carolina Division of Public Health for a five-year period ending October 31, 2027, recognizes a history of underinvestment in the public health system and the foundational services it provides.

The Foundational Public Health Services (FPHS) framework was developed in 2013 to define a minimum package of core public health services areas that no public health jurisdiction can be without. The FPHS framework outlines the unique responsibilities of governmental public health and the vital role of governmental public health in a thriving community. These foundational service areas are core functions of local health departments and include 1) preventing the spread of communicable disease, 2) ensuring food, air, and water quality are safe, 3) supporting maternal and child health, 4) improving access and linkages to clinical care services, and 5) preventing chronic disease and injury. In addition to these foundational services, public health departments provide local protections and services unique to their community's needs.

Foundational Capabilities are the cross-cutting skills, knowledge, and practice needed in order to support and provide core public health services, functions, programs, and activities which are key to ensuring opportunities for health, promoting wellbeing and achieving health outcomes across a community. The Foundational Capabilities include: 1) Assessment & Surveillance, 2) Community

Health Director Signature (use blue ink or verifiable digital signature) Date

LHD to complete:
[For DPH to contact in case follow-up information is needed.]
LHD program contact name: _____
Phone and email address: _____

Signature on this page signifies you have read and accepted all pages of this document. Template rev. July 2022

Partnership Development, 3) Equity, 4) Organizational Competencies, 5) Policy Development & Support, 6) Accountability & Performance Management, 7) Emergency Preparedness & Response, and 8) Communications.[1]

II. Purpose:

This funding is to help meet the short-term critical infrastructure needs and to make strategic investments which will have lasting effects on local public health departments in North Carolina. This funding supports the foundational capabilities and the local health department workforce needed to support service areas. Investments and improvements to foundational capabilities help rebuild and modernize public health departments, positioning local health departments to better serve their communities. The scope of workforce investment to support these foundational capabilities is wide and includes hiring, retaining, supporting, and training the workforce.

Short-term outcomes include increased hiring, training, and improvement in operational processes. Long-term outcomes include increasing the size of the public health workforce equipped with stronger foundational capabilities in order to better serve and protect the health of communities.

Funding is distributed to each individual local health department based on county population, social vulnerability, and equity indices and is to be used to invest in one or more of the five CDC-stated program areas.

III. Scope of Work and Deliverables:

To ensure local public health is prepared and capable to respond to the community's health needs and emerging health threats, the Local Health Department (LHD) shall invest in workforce and resources to meet the foundational services areas and needs of their communities. The LHD is encouraged to utilize the North Carolina Institute for Public Health's LHD Regional Foundational Capabilities Gap Analysis reports to inform its workforce investment activities. Regional Foundational Capabilities Gap Analysis reports are available in the Smartsheet dashboard for this activity.[2]

1. The LHD shall invest in one or more of these five **CDC-stated program areas**:
    a. **Recruit and hire new public health staff,** such as expanding recruitment efforts, creating new positions, improving hiring incentives, and creating new hiring mechanisms.
    b. **Retain public health staff**, such as by providing retention bonuses, creating opportunities for promotion and transitioning staff to other hiring mechanisms.
    c. **Support and sustain public health staff**, such as creating or strengthening workplace well-being and resilience programs, and creating or expanding workforce engagement.
    d. **Train new and existing public health staff**, such as creating and expanding professional development opportunities.
    e. **Strengthen public health workforce planning, systems, processes, and policies**, such as maintaining and upgrading human resources systems, creating or improving workforce data collection, and creating or revising policies to facilitate workforce development and management.
2. The LHD shall participate in an annual assessment conducted no later than March 31, 2026 by the North Carolina Institute of Public Health to evaluate progress in addressing Foundational Capabilities.

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[1] https://phnci.org/uploads/resource-files/FPHS-Factsheet-2022.pdf
[2] https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb

IV. Performance Measures / Reporting Requirements:

1. In each quarterly Performance Report, the LHD shall indicate in which of the five CDC-stated program areas funds were invested and information about the LHD's investment efforts including:
   a. Number and type of positions hired
   b. Number and type of retention efforts
   c. Number and type of staff support programs
   d. Number and type of training opportunities
   e. Number and type of workforce systems improvements

2. The LHD shall complete the following reports via the Smartsheet dashboard.[3] All of the due dates for these reports are posted on the Smartsheet dashboard.
   a. **Monthly Financial Reports**: The monthly financial report will report on the prior month to document expenditures. The first financial report is for June 2025 and is due by July 24, 2025.
   b. **Quarterly Performance Reports:** The quarterly performance reports will report on the service quarters and by the deadlines as indicated below:

Service Quarter	Report Submission Deadline
June – August 2025	September 19, 2025
September – November 2025	December 19, 2025
December 2025 – February 2026	March 20, 2026
March – May 2026	June 19, 2026

3. **Reporting Required Subcontract Information**
   In accordance with revised NCDHHS guidelines effective October 1, 2024, the LHD must provide the information listed below for every subcontract receiving funding from the LHD to carry out any or all of this Agreement Addendum's work.

   This information is not to be returned with the signed Agreement Addendum (AA) but is to be provided to DPH when the entities are known by the LHD.

   a. Subcontracts are contracts or agreements issued by the LHD to a vendor ("Subcontractor") or a pass-through entity ("Subrecipient").
      1. Subcontractors are vendors hired by the LHD via a contract to provide a good or service required by the LHD to perform or accomplish specific work outlined in the executed AA. For example, if the LHD needed to build a data system to satisfy an AA's reporting requirements, the vendor hired by the LHD to build the data system would be a Subcontractor. (However, not all Vendors are considered Subcontractors. Entities performing general administrative services for the LHD (e.g., certified professional accountants) are not considered Subcontractors.
      2. Subrecipients of the LHD are those that receive DPH pass-through funding from the LHD via a contract or agreement for them to carry out all or a portion of the programmatic responsibilities outlined in the executed AA. (Subrecipients are also referred to as Subgrantees in NCAC.)

   The following information must be submitted via Smartsheet for review prior to the entity being awarded a contract or agreement from the LHD:
   - Organization or Individual's Name (if an individual, include the person's title)
   - EIN or Tax ID

[3] https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb

- Street Address or PO Box
- City, State and ZIP Code
- Contact Name
- Contact Email
- Contact Telephone
- Fiscal Year End Date (of the entity)
- State whether the entity is functioning as a pass-through entity Subcontractor or Subrecipient of the LHD.

V. Performance Monitoring and Quality Assurance:

The Local and Community Support Section's LHD Liaison will monitor the LHD's performance by reviewing the financial reports monthly and the performance reports quarterly, as received from the LHD through Smartsheet.

If the LHD is deemed out of compliance with deliverables, the program staff shall provide technical assistance to support the LHD in meeting the deliverables.

As contracted for by the Division of Public Health (DPH), the North Carolina Institute of Public Health will conduct an annual foundational capabilities assessment of the LHD. The assessment results will be presented to the DPH Public Health Infrastructure leadership and to each LHD participating in the assessment.

VI. Funding Guidelines or Restrictions:

1. **Federal Funding Requirements**: where federal grant dollars received by the Division of Public Health (DPH) are passed through to the Local Health Department (LHD) for all or any part of this Agreement Addendum (AA).
    a. Requirements for Pass-through Entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, DPH provides Federal Award Reporting Supplements (FASs) to the LHD receiving federally funded AAs.
        1. Definition: A FAS discloses the required elements of a single federal award. FASs address elements of federal funding sources only; state funding elements will not be included in the FAS. An AA funded by more than one federal award will receive a disclosure FAS for each federal award.
        2. Frequency: An FAS will be generated as DPH receives information for federal grants. FASs will be issued to the LHD throughout the state fiscal year. For a federally funded AA, an FAS will accompany the original AA. If an AA is revised and if the revision affects federal funds, the AA Revision will include an FAS. FASs can also be sent to the LHD even if no change is needed to an AA. In those instances, the FAS will be sent to provide newly received federal grant information for funds already allocated in the existing AA.
    b. Required Reporting Certifications: Per the revised Uniform Guidance, 2 CFR 200, if awarded federal pass-through funds, the LHD as well as all subrecipients of the LHD must certify the following whenever 1) applying for funds, 2) requesting payment, and 3) submitting financial reports:

        "I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."

2. Terms and Conditions for COVID funding: A recipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); the Consolidated Appropriations Act and the Coronavirus Response and Relief Supplement Appropriations Act, 2021 (P.L. 116-260) and/or the American Rescue Plan of 2021 [P.L. 117-2] agrees, as applicable to the award, to:
    a. Comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19
    b. In consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and
    c. Assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation.

3. Funds may be used for reasonable program purposes including personnel, travel, supplies, and services.

4. Unallowable costs:
    a. Research
    b. Clinical care
    c. Generally, the LHD may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified and prior written approval must be obtained by the DPH Program Contact.
    d. Publicity, propaganda, and lobbying:
        1. Other than for normal and recognized executive-legislative relationships, no funds maybe used for publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
        2. The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
        3. See Additional Requirement-12 (AR-12)[4] for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients.

[4] https://www.cdc.gov/grants/additional-requirements/ar-12.html

FY26 - FAS federal award supplement

Activity Nbr + Name: **117** **PH Infrastructure: Local Workforce Development**

FAS Number + Reason: **1** This FAS is accompanying an AA+BE or an AA Revision+BE Revision.

Assistance Listing Nbr + Name: **93.967** CDC's Collaboration with Academia to Strengthen Public Health

Is award R&D?: no FAIN: **NE11OE000015** IDC rate: n/a Fed awd total amt: $ 18,221,039

Fed award project description: Strengthening North Carolina's Public Health Infrastructure, Workforce, and Data Systems

Fed awd date + awarding agency: 03-28-23 HHS, Centers for Disease Control and Prevention

Subrecipient	Subrecipient's UEI	Federal funds from grant listed above	Total federal funds for entire Activity	Subrecipient	Subrecipient's UEI	Federal funds from grant listed above	Total federal funds for entire Activity
Alamance	F5VHYUU13NC5	$ 492,493	$ 492,493	Jackson	X7YWWY6ZP574	$ -	$ -
Albemarle	WAAVS51PNMK3	$ 563,035	$ 563,035	Johnston	SYGAGEFDHYR7	$ 476,049	$ 476,049
Alexander	XVEEJSNY7UX9	$ 149,035	$ 149,035	Jones	HE3NNNUE27M7	$ 111,547	$ 111,547
Anson	PK8UYTSNJCC3	$ -	$ -	Lee	F6A8UC99JWJ5	$ 47,156	$ 47,156
Appalachian	CD7BFHB8W539	$ 152,480	$ 152,480	Lenoir	QKUFL37VPGH6	$ 263,467	$ 263,467
Beaufort	RN1SXFD4LXN6	$ 154,501	$ 154,501	Lincoln	UGGQGSSKBGJ5	$ 227,415	$ 227,415
Bladen	TLCTJWDJH1H9	$ 126,801	$ 126,801	Macon	LLPJBC6N2LL3	$ 77,987	$ 77,987
Brunswick	MJBMXLN9NJT5	$ 410,434	$ 410,434	Madison	YQ96F8BJYTJ9	$ -	$ -
Buncombe	W5TCDKMLHE69	$ 435,903	$ 435,903	MTW	ZKK5GNRNBBY6	$ -	$ -
Burke	KVJHUFURQDM5	$ 145,315	$ 145,315	Mecklenburg	EZ15XL6BMM68	$ -	$ -
Cabarrus	RXDXNEJKJFU7	$ -	$ -	Montgomery	E78ZAJM3BFL3	$ 36,244	$ 36,244
Caldwell	HL4FGNJNGE97	$ 80,462	$ 80,462	Moore	HFNSK95FS7Z8	$ 230,133	$ 230,133
Carteret	UC6WJ2MQMJS8	$ 111,353	$ 111,353	Nash	NF58K566HQM7	$ 320,561	$ 320,561
Caswell	JDJ7Y7CGYC86	$ 111,724	$ 111,724	New Hanover	F7TLT2GMEJE1	$ 499,728	$ 499,728
Catawba	GYUNA9W1NFM1	$ 342,356	$ 342,356	Northampton	CRA2KCAL8BA4	$ 16,935	$ 16,935
Chatham	KE57QE2GV5F1	$ 216,608	$ 216,608	Onslow	EGE7NBXW5JS6	$ 520,602	$ 520,602
Cherokee	DCEGK6HA11M5	$ -	$ -	Orange	GFFMCW9XDA53	$ 258,460	$ 258,460
Clay	HYKLQVNWLXK7	$ -	$ -	Pamlico	FT59QFEAU344	$ 12,333	$ 12,333
Cleveland	UWMUYMPVL483	$ 143,020	$ 143,020	Pender	T11BE678U9P5	$ 200,818	$ 200,818
Columbus	V1UAJ4L87WQ7	$ 30,931	$ 30,931	Person	FQ8LFJGMABJ4	$ 179,166	$ 179,166
Craven	LTZ2U8LZQ214	$ 100,000	$ 100,000	Pitt	VZNPMCLFT5R6	$ 449,210	$ 449,210
Cumberland	HALND8WJ3GW4	$ 512,649	$ 512,649	Polk	QZ6BZPGLX4Y9	$ 67,768	$ 67,768
Dare	ELV6JGB11QK6	$ -	$ -	Randolph	T3BUM1CVS9N5	$ 442,224	$ 442,224
Davidson	C9P5MDJC7KY7	$ 477,625	$ 477,625	Richmond	Q63FZNTJM3M4	$ 142,337	$ 142,337
Davie	L8WBGLHZV239	$ 105,987	$ 105,987	Robeson	LKBEJQFLAAK5	$ 148,488	$ 148,488
Duplin	KZN4GK5262K3	$ 242,823	$ 242,823	Rockingham	KGCCCHJJZZ43	$ 253,185	$ 253,185
Durham	LJ5BA6U2HLM7	$ 802,450	$ 802,450	Rowan	GCB7UCV96NW6	$ 430,037	$ 430,037
Edgecombe	MAN4LX44AD17	$ 93,173	$ 93,173	Sampson	WRT9CSK1KJY5	$ 287,860	$ 287,860
Foothills	NGTEF2MQ8LL4	$ 13,781	$ 13,781	Scotland	FNVTCUQGCHM5	$ 207,301	$ 207,301
Forsyth	V6BGVQ67YPY5	$ 991,706	$ 991,706	Stanly	U86MZUYPL7C5	$ 205,073	$ 205,073
Franklin	FFKTRQCNN143	$ 202,606	$ 202,606	Stokes	W41TRA3NUNS1	$ -	$ -
Gaston	QKY9R8A8D5J6	$ 463,724	$ 463,724	Surry	FMWCTM24C9J8	$ 139,118	$ 139,118
Graham	L8MAVKQJTYN7	$ -	$ -	Swain	TAE3M92L4QR4	$ -	$ -
Granv-Vance	MGQJKK22EJB3	$ 354,247	$ 354,247	Toe River	JUA6GAUQ9UM1	$ -	$ -
Greene	VCU5LD71N9U3	$ 163,283	$ 163,283	Transylvania	YLN4BFCJCP39	$ 86,538	$ 86,538
Guilford	YBEQWGFJPMJ3	$ 1,095,067	$ 1,095,067	Union	LHMKBD4AGRJ5	$ 568,902	$ 568,902
Halifax	MRL8MYNJJ3Y5	$ 65,996	$ 65,996	Wake	FTJ2WJPLWMJ3	$ -	$ -
Harnett	JBDCD9V41BX7	$ 100,242	$ 100,242	Warren	TLNAU5CNHSU5	$ 157,034	$ 157,034
Haywood	DQHZEVAV95G5	$ 147,580	$ 147,580	Wayne	DACFHCLQKMS1	$ 94,334	$ 94,334
Henderson	TG5AR81JLFQ5	$ 330,054	$ 330,054	Wilkes	M14KKHY2NNR3	$ 226,328	$ 226,328
Hoke	C1GWSADARX51	$ 202,059	$ 202,059	Wilson	ME2DJHMYWG55	$ 335,419	$ 335,419
Hyde	T2RSYN36NN64	$ 92,251	$ 92,251	Yadkin	PLCDT7JFA8B1	$ 116,133	$ 116,133
Iredell	XTNRLKJLA4S9	$ 161,395	$ 161,395	Yancey	L98MCUHKC2J8	$ -	$ -

UEI = Unique Entity Identifier

DPH-Aid-To-Counties **For Fiscal Year: 25/26** **Budgetary Estimate Number : 0**

Activity 117 Service Period Payment Period		AA	131204 2B0SGLH 20G0216001 06/01-05/31 07/01-06/30	Total Allocated	Proposed Total	New Total
01 Alamance	*	0	492,493	$0.00	492,493	492,493
D1 Albemarle	*	0	563,035	$0.00	563,035	563,035
02 Alexander	*	0	149,035	$0.00	149,035	149,035
04 Anson			0	$0.00	0	0
D2 Appalachian	*	0	152,480	$0.00	152,480	152,480
07 Beaufort	*	0	154,501	$0.00	154,501	154,501
09 Bladen	*	0	126,801	$0.00	126,801	126,801
10 Brunswick	*	0	410,434	$0.00	410,434	410,434
11 Buncombe	*	0	435,903	$0.00	435,903	435,903
12 Burke	*	0	145,315	$0.00	145,315	145,315
13 Cabarrus			0	$0.00	0	0
14 Caldwell	*	0	80,462	$0.00	80,462	80,462
16 Carteret	*	0	111,353	$0.00	111,353	111,353
17 Caswell	*	0	111,724	$0.00	111,724	111,724
18 Catawba	*	0	342,356	$0.00	342,356	342,356
19 Chatham	*	0	216,608	$0.00	216,608	216,608
20 Cherokee			0	$0.00	0	0
22 Clay			0	$0.00	0	0
23 Cleveland	*	0	143,020	$0.00	143,020	143,020
24 Columbus	*	0	30,931	$0.00	30,931	30,931
25 Craven	*	0	100,000	$0.00	100,000	100,000
26 Cumberland	*	0	512,649	$0.00	512,649	512,649
28 Dare			0	$0.00	0	0
29 Davidson	*	0	477,625	$0.00	477,625	477,625
30 Davie	*	0	105,987	$0.00	105,987	105,987
31 Duplin	*	0	242,823	$0.00	242,823	242,823
32 Durham	*	0	802,450	$0.00	802,450	802,450
33 Edgecombe	*	0	93,173	$0.00	93,173	93,173
D7 Foothills	*	0	13,781	$0.00	13,781	13,781
34 Forsyth	*	0	991,706	$0.00	991,706	991,706
35 Franklin	*	0	202,606	$0.00	202,606	202,606
36 Gaston	*	0	463,724	$0.00	463,724	463,724
38 Graham			0	$0.00	0	0
D3 Gran-Vance	*	0	354,247	$0.00	354,247	354,247
40 Greene	*	0	163,283	$0.00	163,283	163,283
41 Guilford	*	0	1,095,067	$0.00	1,095,067	1,095,067
42 Halifax	*	0	65,996	$0.00	65,996	65,996
43 Harnett	*	0	100,242	$0.00	100,242	100,242
44 Haywood	*	0	147,580	$0.00	147,580	147,580
45 Henderson	*	0	330,054	$0.00	330,054	330,054
47 Hoke	*	0	202,059	$0.00	202,059	202,059
48 Hyde	*	0	92,251	$0.00	92,251	92,251
49 Iredell	*	0	161,395	$0.00	161,395	161,395
50 Jackson			0	$0.00	0	0

51 Johnston	*	0	476,049	$0.00	476,049	476,049
52 Jones	*	0	111,547	$0.00	111,547	111,547
53 Lee	*	0	47,156	$0.00	47,156	47,156
54 Lenoir	*	0	263,467	$0.00	263,467	263,467
55 Lincoln	*	0	227,415	$0.00	227,415	227,415
56 Macon	*	0	77,987	$0.00	77,987	77,987
57 Madison			0	$0.00	0	0
D4 M-T-W			0	$0.00	0	0
60 Mecklenburg			0	$0.00	0	0
62 Montgomery	*	0	36,244	$0.00	36,244	36,244
63 Moore	*	0	230,133	$0.00	230,133	230,133
64 Nash	*	0	320,561	$0.00	320,561	320,561
65 New Hanover	*	0	499,728	$0.00	499,728	499,728
66 Northampton	*	0	16,935	$0.00	16,935	16,935
67 Onslow	*	0	520,602	$0.00	520,602	520,602
68 Orange	*	0	258,460	$0.00	258,460	258,460
69 Pamlico	*	0	12,333	$0.00	12,333	12,333
71 Pender	*	0	200,818	$0.00	200,818	200,818
73 Person	*	0	179,166	$0.00	179,166	179,166
74 Pitt	*	0	449,210	$0.00	449,210	449,210
75 Polk	*	0	67,768	$0.00	67,768	67,768
76 Randolph	*	0	442,224	$0.00	442,224	442,224
77 Richmond	*	0	142,337	$0.00	142,337	142,337
78 Robeson	*	0	148,488	$0.00	148,488	148,488
79 Rockingham	*	0	253,185	$0.00	253,185	253,185
80 Rowan	*	0	430,037	$0.00	430,037	430,037
82 Sampson	*	0	287,860	$0.00	287,860	287,860
83 Scotland	*	0	207,301	$0.00	207,301	207,301
84 Stanly	*	0	205,073	$0.00	205,073	205,073
85 Stokes			0	$0.00	0	0
86 Surry	*	0	139,118	$0.00	139,118	139,118
87 Swain			0	$0.00	0	0
D6 Toe River			0	$0.00	0	0
88 Transylvania	*	0	86,538	$0.00	86,538	86,538
90 Union	*	0	568,902	$0.00	568,902	568,902
92 Wake			0	$0.00	0	0
93 Warren	*	0	157,034	$0.00	157,034	157,034
96 Wayne	*	0	94,334	$0.00	94,334	94,334
97 Wilkes	*	0	226,328	$0.00	226,328	226,328
98 Wilson	*	0	335,419	$0.00	335,419	335,419
99 Yadkin	*	0	116,133	$0.00	116,133	116,133
00 Yancey			0	$0.00	0	0
Totals			18,221,039	0	18,221,039	18,221,039

Signed by: Sign and Date - DPH Program Administrator Douglas W. Urland 07/01/25 | 3:28 PM EDT	Signed by: Sign and Date - DPH Section Chief 07/02/25 | 7:54 AM EDT
Sign and Date - DPH Budget Office – ATC Coordinator 7/2/2025	Sign and Date - DPH Budget Officer 7/8/2025

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 10

Health Department- Agreement Addendum Funding for WIC

BACKGROUND

This budget revision allows the health department to receive additional agreement addendum funds to be used in WIC for a breastfeeding peer counselor.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funded

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Health Dept Agreement Addendum for WIC Funding

Budget Revision # _____

Item No. _____

Board Action Date _____

Caldwell County Board of Commissioners

BUDGET REVISION

Board Meeting _____

Subject: 415 Breastfeeding Peer Counselor

Background and explanation for the Budget Revision:

The Caldwell County Health Department received an Agreement Addendum in the amount of $29,869. This Agreement Addendum allows for the LHD WIC dept to support a Breastfeeding Peer Counselor.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being

SUPPLEMENTAL APPROPRIATION

Revenues: Increase / Decrease (Circle One)			**Expenditures: Increase / Decrease (Circle One)**		
Line Item #	Title	Amount	Line Item #	Title	Amount
10.5167.331501	WIC	29,869.00	10.5167.412100	Salary	29,869.00
Total		**29,869.00**	**Total**		**29,869.00**

Attachments (Yes or No):

Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
Anna Cook	7/11/25		7/11/25		

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 11

Health Department- Agreement Addendum Funding Communicable Diseases

BACKGROUND

The health department has received another agreement addendum, this time for communicable disease. This budget revision allows those funds to be received and spent.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funds

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Health Dept 3

Budget Revision # _____

Item No. _____

Board Action Date _____

Caldwell County Board of Commissioners

BUDGET REVISION

Board Meeting _____

Subject: 546-Communicabale Disease Pandemic Recovery

Background and explanation for the Budget Revision:

Caldwell County Health Department received an Agreement Addenda in the amount of $55,213. This acitivity provides funds for local health departments to expands communicable diesease surveillance, detection, control, and prevention activities to address COVID-19 and other communicable disease-related challenges imapced by the COVID-19 pandemic.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being

SUPPLEMENTAL APPROPRIATION

Revenues: Increase / Decrease (Circle One)			**Expenditures: Increase / Decrease (Circle One)**		
Line Item #	Title	Amount	Line Item #	Title	Amount
10.5116.330000	Clinic-Other Grants	55,213.00	10.5116.426000	Supplies	55,213.00
Total		**55,213.00**	**Total**		**55,213.00**

Attachments (Yes or No):

Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
Anna Cook	7/30/25				

Division of Public Health
Agreement Addendum
FY 25-26

Caldwell County Health Department
Local Health Department Legal Name

Epidemiology / Communicable Disease Branch
DPH Section / Branch Name

546 Communicable Disease Pandemic Recovery
Activity Number and Description

Vanessa Gailor, 984-236-7728
vanessa.gailor@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

06/01/2025 – 05/31/2026
Service Period

DPH Program Signature **Date**
(only required for a negotiable Agreement Addendum)

07/01/2025 – 06/30/2026
Payment Period

☒ Original Agreement Addendum
☐ Agreement Addendum Revision # ___

I. Background:

The federal American Rescue Plan Act (ARPA) enacted on March 11, 2021, provides relief to address the continued impact of COVID-19 on the economy, public health, state and local governments, individuals, and businesses. A component of ARPA is the State and Local Fiscal Recovery Funds which provides state, local, and Tribal government with the resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery. With this, the COVID-19 pandemic has highlighted the need for additional funding of communicable disease programs at the local level to ensure that all communicable disease activities are able to be completed.

Funding provided in the American Rescue Plan Act of 2021 is delineated in Senate Bill 105 for 2021–2023, as outlined below:

> Of the funds appropriated in this act from the State Fiscal Recovery Fund to the Department of Health and Human Services, Division of Public Health, the sum of thirty-six million dollars ($36,000,000) in nonrecurring funds for the 2021-2022 fiscal year shall be allocated to local health departments to expand communicable disease surveillance, detection, control, and prevention activities to address the COVID- 19 public health emergency and other communicable disease challenges impacted by the COVID-19 public health emergency. The Division of Public Health shall expend up to eighteen million dollars ($18,000,000) of these allocated funds during the 2021-2022 fiscal year and any remaining funds during the 2022-2023 fiscal year. In the distribution of these funds to local health departments under this section, for each year of the 2021-2023 fiscal biennium, the Division of Public Health shall divide nine million dollars ($9,000,000) equally among the local health departments based on the number of counties served by each local health department. The

Health Director Signature (use blue ink or verifiable digital signature) Date

LHD to complete:
[For DPH to contact in case follow-up information is needed.]
LHD program contact name: _____
Phone and email address: _____

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

Division of Public Health shall distribute the remaining nine million dollars ($9,000,000) to local health departments based upon the percentage of the State population served by each of the local health departments. The Division shall begin distributing the funds allocated under this section no later than 60 days after this act becomes law. In utilizing these funds, local health departments shall comply with applicable federal rules and guidance governing the State Fiscal Recovery Fund (SFRF).

II. Purpose:

The primary mission of the North Carolina Communicable Disease Branch (CDB) is to reduce morbidity and mortality resulting from communicable diseases that are a significant threat to the public, through detection, tracking, investigation, control, education, and care activities to improve the health of people in North Carolina. Under the overarching goal of providing the best level of care possible to North Carolinians, the Communicable Disease Branch works with Local Health Departments to control the spread of communicable diseases in the community, detect cases of communicable disease and monitor for the occurrence of new cases.

Since the beginning of the Coronavirus disease (COVID-19) pandemic, local health departments have served as a primary response agency for the communities within their jurisdiction. The scope and magnitude of the COVID-19 response required an "all hands-on deck" approach that redirected staff from much of their normal day-to-day responsibilities. This created a disproportionate focus on COVID-19 cases at the expense of other communicable diseases. As a result, the ability to perform routine activities (e.g., case investigation/management, patient education, etc.) for these other diseases has been suboptimal compared to pre-pandemic efforts. This project is intended to assist local health departments to return to, and in some instances exceed, pre-pandemic service delivery for other communicable diseases.

In accordance with the memorandum of understanding between the North Carolina Pandemic Recovery Office (NCPRO) and the Department of Health and Human Services, the SLFRF federal award to North Carolina provides financial assistance for the state to do the following:

> To provide government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency.

Within the applicable category described above, the 2021 Appropriations Act allocated funds to administer the following project with a total appropriation of $36,000,000.00:

> Provides funds for local health departments to expand communicable disease surveillance, detection, control, and prevention activities to address COVID-19 and other communicable disease-related challenges impacted by the COVID-19 pandemic.

III. Scope of Work and Deliverables:

To ensure the community's health and to achieve equitable health outcomes, the Local Health Department (LHD) will expand essential public health services to control communicable diseases in their community. Services provided will include communicable disease surveillance, investigation, detection, control, reporting, and prevention activities at the local level to address COVID-19 and other communicable disease challenges impacted by the COVID-19 pandemic.

To ensure the effective delivery of these services, recommended LHD activities include:

1. Enhancing workforce capacity by hiring temporary staff with knowledge in communicable disease, public health, public health nursing, or other applicable fields in order increase the number of full-time equivalent employees.

a. The LHD will maintain a minimum of two public health nurses with communicable disease program responsibilities who have completed the *Introduction to Communicable Disease Surveillance and Investigation in North Carolina* course or successfully completed the challenge exam and received an orientation to communicable disease investigation and reporting by a Regional Communicable Disease Nurse Consultant.

2. Providing staff training opportunities including, but not limited to, training staff on applicable systems and databases (NC EDSS, NC COVID) to improve LHD capacities to effectively conduct surveillance, investigation, detection, control, and prevention of communicable diseases.
   a. Within one year of employment, every public health nurse with responsibility for communicable disease surveillance and investigation will complete the *Introduction to Communicable Disease Surveillance and Investigation in North Carolina* course offered by the Technical Assistance and Training Program (TATP) of the CDB.
   b. Public health nurses assigned to communicable disease investigation in a primary or backup role will be oriented to the role of Communicable Disease Nurse by the Regional TATP Nurse Consultant Team within three months of assignment of a new primary or backup Communicable Disease Nurse.
   c. Public health nurses assigned to the primary role of communicable disease are encouraged to incorporate additional training relevant to communicable disease into their continuing education plans.

3. Advancing data infrastructure by purchasing software and equipment that enhance or expand data management and infrastructure, including systems designed for flexible data collection, reporting, and analysis.

4. Supporting community partners by offering appropriate meetings, webinars, and educational opportunities.

5. Engaging community partners by referring clients to relevant and applicable resources.

6. Engaging community partners by developing and disseminating educational resources.

7. Other operational activities in addition to those listed above, including the expenses incurred in conduct or support of those activities.

IV. Performance Measures / Reporting Requirements:

The reporting below shall be provided by the LHD to DPH via the Smartsheet dashboard.[1]

1. **Performance Measure #1**: The LHD shall complete both monthly financial reporting and quarterly performance reporting, as outlined below, via Smartsheet.
   a. The LHD shall complete a **Monthly Financial Report** each month via the Smartsheet dashboard. These monthly financial reports will report on the prior month and are due by the 24th of each month.
   b. The LHD shall complete a **Quarterly Program Report** each quarter via the Smartsheet dashboard. These quarterly program reports will report on the prior quarter and are due by the dates listed below. The Service Quarters for these quarterly program reports are defined as:

[1] https://app.smartsheet.com/b/publish?EQBCT=8716e48245fe46559be725a9d628d031

Reporting Periods	Program Report Due Date
April–June 2025	July 31, 2025
April and May 2025 data are from services provided under the Agreement Addendum for state fiscal year 2025.	
July–September 2025	October 31, 2025
October–December 2025	January 31, 2026
January–March 2026	April 30, 2026
April–May 2026	June 30, 2026

2. **Performance Measure #2**: The LHD will perform and document disease investigations in NC EDSS and reassign disease events to the State Disease Registrar within 30 days of notification of a reportable communicable disease or condition. Follow North Carolina Communicable Disease Manual Guidelines for NC EDSS documentation.

   a. **Reporting Requirements**: The LHD will run the General Communicable Disease Control (GCDC) and Vaccine-Preventable Disease (VPD) reports for the designated timeframes below and report via Smartsheet to DPH:

Reporting Timeframes		Due Dates
End of year 2 of the project	July 1, 2023 – June 30, 2024	July 22, 2024
End of year 3 of the project	July 1, 2024 – May 31, 2025	June 22, 2025
End of year 4 of the project	July 1, 2025 – May 31, 2026	June 22, 2026

   For each timeframe above, the following measures will be reported:

   - Mean First Report Interval (in days)
   - Mean Completed Report Interval (in days)
   - Percentage of reports which meet the 30-day first report goal of having a disease investigation documented and reported to DPH within 30-days of initial notification to the LHD.

   The LHD will refer to the Human Immunodeficiency Virus and Sexually Transmitted Disease reports[2] to measure their performance of work within the timeframes listed above.

3. **Performance Measure #3**: Increasing the visibility of the work by the LHD within the community through Community Based Organizations (CBOs) and Nongovernmental Organizations (NGOs).

   a. **Reporting Requirements:** Provide at a minimum each quarter on the Performance Reporting Smartsheet dashboard, one example of educational resources, training agendas, fliers, CBO outreach services or other resources that have been disseminated by the LHD.

4. **Performance Measure #4**: Training new staff with knowledge in communicable disease, public health, and public health nursing.

   a. **Reporting Requirements**: Provide names, email addresses, and telephone numbers of newly trained staff and the dates that they have completed the NC EDSS training in the applicable quarterly Program Report via Smartsheet.

   b. **Reporting Requirements**: Provide the names of staff, their dates of hire into the communicable disease program, and dates they have completed the *Introduction to Communicable Disease Surveillance and Investigation in North Carolina* course or successfully passed the written challenge exam to the Regional TATP Nurse Consultant in the applicable quarterly Program Report via Smartsheet.

5. **Performance Measure #5:** Develop a detailed spending plan outlining how the LHD will fully utilize the funding provided during this Agreement Addendum's service period. The spending plan will include the specific spending categories of Staffing, Training, Data/Infrastructure, Supporting Community Organizations, and Other, and provide approximate amounts in each category.
    a. Complete the spending plan via the link on the Smartsheet dashboard by September 30, 2025.

6. **Reporting Required Subcontract Information**
In accordance with revised NCDHHS guidelines effective October 1, 2024, the LHD must provide the information listed below for every subcontract receiving funding from the LHD to carry out any or all of this Agreement Addendum's work.

    This information is not to be returned with the signed Agreement Addendum (AA) but is to be provided to DPH when the entities are known by the LHD.

    a. Subcontracts are contracts or agreements issued by the LHD to a vendor ("Subcontractor") or a pass-through entity ("Subrecipient").
        1. Subcontractors are vendors hired by the LHD via a contract to provide a good or service required by the LHD to perform or accomplish specific work outlined in the executed AA. For example, if the LHD needed to build a data system to satisfy an AA's reporting requirements, the vendor hired by the LHD to build the data system would be a Subcontractor. (However, not all Vendors are considered Subcontractors. Entities performing general administrative services for the LHD (e.g., certified professional accountants) are not considered Subcontractors.)
        2. Subrecipients of the LHD are those that receive DPH pass-through funding from the LHD via a contract or agreement for them to carry out all or a portion of the programmatic responsibilities outlined in the executed AA. (Subrecipients are also referred to as Subgrantees in NCAC.)

    The following information must be provided via Smartsheet for review prior to the entity being awarded a contract or agreement from the LHD:
    - Organization or Individual's Name (if an individual, include the person's title)
    - EIN or Tax ID
    - Street Address or PO Box
    - City, State and ZIP Code
    - Contact Name
    - Contact Email
    - Contact Telephone
    - Fiscal Year End Date (of the entity)
    - State whether the entity is functioning as a pass-through entity Subcontractor or Subrecipient of the LHD.

V. Performance Monitoring and Quality Assurance:

1. Subrecipient monitoring, including financial and performance reporting, shall be conducted via the Smartsheet dashboard. This reporting will be provided by the LHD to DPH via the Smartsheet dashboard. DPH staff will assess reports and work with LHDs to provide technical assistance and feedback (as needed) to ensure all reporting is accurate and timely.

2. On a quarterly basis, approximately ten LHD subrecipients will be selected by an electronic randomizer to undergo a "desk audit" which entails the submission of all source documentation supporting their reported expenditures for a given month within the quarter. The affected

subrecipients will be notified via email of their selection approximately two weeks after the end of the quarter under review. Selected LHDs will have 30 days to submit the requested expenditure documents. The Subrecipient Monitoring Team performs desk audits to ensure the expenditure information is accurate, complete and only includes allowable expenditures. The results are reported to the affected LHD Directors and, if corrective actions are required, they are outlined in the report with recommendations and a date by which to be completed.

3. The TATP Nurse Supervisor will review the Local Health Department's quarterly program performance through Smartsheet reporting completed by the LHD.

4. If the review results in compliance concerns, the TATP Nurse Supervisor shall conduct conference calls with the Local Health Department to provide technical assistance in order to rectify the concerns.

5. If the LHD is deemed out of compliance, program staff shall provide technical assistance to bring the LHD back into compliance with deliverables. If technical assistance does not prove beneficial, the CDB will issue a letter of non-compliance and the LHD may lose access to NC EDSS and NC COVID. Noncompliance with this agreement will result in a reduced capacity for the LHD to detect and control communicable disease in their community.

VI. Funding Guidelines or Restrictions:

1. **Federal Funding Requirements**: where federal grant dollars received by DPH are passed through to the LHD for all or any part of this AA.

   a. Requirements for Pass-through Entities: In compliance with 2 CFR §200.331 – Requirements for pass-through entities, DPH provides Federal Award Reporting Supplements (FASs) to the LHD receiving federally funded AAs.

      1. Definition: An FAS discloses the required elements of a single federal award. FASs address elements of federal funding sources only; state funding elements will not be included in the FAS. An AA funded by more than one federal award will receive a disclosure FAS for each federal award.
      2. Frequency: An FAS will be generated as DPH receives information for federal grants. FASs will be issued to the LHD throughout the state fiscal year. For a federally funded AA, an FAS will accompany the original AA. If an AA is revised and if the revision affects federal funds, the AA Revision will include an FAS. FASs can also be sent to the LHD even if no change is needed to an AA. In those instances, the FAS will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

   b. Required Reporting Certifications: Per the revised Uniform Guidance, 2 CFR 200, if awarded federal pass-through funds, the LHD as well as all subrecipients of the LHD must certify the following whenever 1) applying for funds, 2) requesting payment, and 3) submitting financial reports:

      "I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."

2. **Requirements for use of funds: Must comply with *NCAC Chapter 09, Subchapter 03M – Uniform Administration of State Awards of Financial Assistance.*** NCAC 09 03M

3. **Requirements for cost principles: In compliance with *2 CFR §200.400 - §200.476 - Subpart E Cost Principles,*** such principles must be used in determining the allowable costs of work performed by the non-Federal entity under Federal awards.

4. **Requirements for use of funds: In compliance with *31 CFR §35.5 – Use of funds.***
   a. A recipient may only use funds to cover costs incurred during the period beginning July 1, 2021 and ending December 31, 2024.
   b. A cost shall be considered to have been incurred for purposes of paragraph (a) of this section if the recipient has incurred an obligation with respect to such cost by December 31, 2024.
   c. A recipient must return any funds not obligated by December 31, 2024, and any funds not expended to cover such obligations by December 31, 2026.

5. **Requirements for use of funds: In compliance with *NCGS 143C-6-23 – Administrative code requirements***, recipients must comply with the following:
   a. NCGS 143C-6-23(b) Prior to disbursing funds a grantee must provide a copy of its conflict- of-interest policy for management employees and its governance body.
   b. NCGS 143C-6-23(c) The grantee must provide a written statement required under oath by the grantee's governing body that it has no overdue tax debts.

6. **Non-reverting Appropriation**: In compliance with *Session Law 2021-180 Section 4.9(k).*
   a. This as a non-reverting state appropriation over multiple fiscal years:
      1. Reversion. The funds appropriated in this act from the State Fiscal Recovery Fund shall not revert at the end of each fiscal year of the 2021-2023 fiscal biennium but shall remain available to expend until the date set by applicable federal law or guidance.
   b. **Period of Retention**: Administering Agencies and subrecipients are required to maintain records for at least five years after the completion of the last project across the entire set of SFRF projects funded by the SFRF Award. Therefore, Administering Agencies and subrecipients should seek specific written authorization from OSBM/NCPRO for destruction of any records prior to five years after all funds have been expended or returned to Treasury.

Activity 546 Service Period Payment Period		AA	230329 2B0249N 200TT00000 06/01-05/31 07/01-06/30	Total Allocated	Proposed Total	New Total
01 Alamance			0	$0.00	0	0
D1 Albemarle			0	$0.00	0	0
02 Alexander			0	$0.00	0	0
04 Anson	*	0	21,188	$0.00	21,188	21,188
D2 Appalachian			0	$0.00	0	0
07 Beaufort			0	$0.00	0	0
09 Bladen	*	0	30,106	$0.00	30,106	30,106
10 Brunswick			0	$0.00	0	0
11 Buncombe			0	$0.00	0	0
12 Burke			0	$0.00	0	0
13 Cabarrus			0	$0.00	0	0
14 Caldwell	*	0	55,213	$0.00	55,213	55,213
16 Carteret			0	$0.00	0	0
17 Caswell	*	0	1,810	$0.00	1,810	1,810
18 Catawba	*	0	40,914	$0.00	40,914	40,914
19 Chatham	*	0	26,436	$0.00	26,436	26,436
20 Cherokee			0	$0.00	0	0
22 Clay			0	$0.00	0	0
23 Cleveland	*	0	6,002	$0.00	6,002	6,002
24 Columbus			0	$0.00	0	0
25 Craven			0	$0.00	0	0
26 Cumberland			0	$0.00	0	0
28 Dare			0	$0.00	0	0
29 Davidson			0	$0.00	0	0
30 Davie			0	$0.00	0	0
31 Duplin			0	$0.00	0	0
32 Durham	*	0	3,124	$0.00	3,124	3,124
33 Edgecombe			0	$0.00	0	0
D7 Foothills			0	$0.00	0	0
34 Forsyth	*	0	39,855	$0.00	39,855	39,855
35 Franklin			0	$0.00	0	0
36 Gaston	*	0	17,010	$0.00	17,010	17,010
38 Graham			0	$0.00	0	0
D3 Gran-Vance			0	$0.00	0	0
40 Greene	*	0	57,103	$0.00	57,103	57,103
41 Guilford	*	0	494,775	$0.00	494,775	494,775
42 Halifax			0	$0.00	0	0
43 Harnett			0	$0.00	0	0
44 Haywood	*	0	111,616	$0.00	111,616	111,616
45 Henderson	*	0	23,470	$0.00	23,470	23,470
47 Hoke			0	$0.00	0	0
48 Hyde			0	$0.00	0	0
49 Iredell	*	0	451	$0.00	451	451
50 Jackson			0	$0.00	0	0

51 Johnston			0	$0.00	0	0
52 Jones	*	0	25	$0.00	25	25
53 Lee	*	0	200,721	$0.00	200,721	200,721
54 Lenoir	*	0	28	$0.00	28	28
55 Lincoln			0	$0.00	0	0
56 Macon	*	0	2,600	$0.00	2,600	2,600
57 Madison			0	$0.00	0	0
D4 M-T-W			0	$0.00	0	0
60 Mecklenburg	*	0	33,465	$0.00	33,465	33,465
62 Montgomery			0	$0.00	0	0
63 Moore	*	0	168	$0.00	168	168
64 Nash	*	0	207,366	$0.00	207,366	207,366
65 New Hanover			0	$0.00	0	0
66 Northampton			0	$0.00	0	0
67 Onslow			0	$0.00	0	0
68 Orange	*	0	93,543	$0.00	93,543	93,543
69 Pamlico	*	0	200	$0.00	200	200
71 Pender			0	$0.00	0	0
73 Person			0	$0.00	0	0
74 Pitt			0	$0.00	0	0
75 Polk			0	$0.00	0	0
76 Randolph	*	0	52,896	$0.00	52,896	52,896
77 Richmond	*	0	24,738	$0.00	24,738	24,738
78 Robeson			0	$0.00	0	0
79 Rockingham			0	$0.00	0	0
80 Rowan	*	0	39,320	$0.00	39,320	39,320
82 Sampson			0	$0.00	0	0
83 Scotland			0	$0.00	0	0
84 Stanly			0	$0.00	0	0
85 Stokes	*	0	5,058	$0.00	5,058	5,058
86 Surry			0	$0.00	0	0
87 Swain			0	$0.00	0	0
D6 Toe River			0	$0.00	0	0
88 Transylvania	*	0	164,608	$0.00	164,608	164,608
90 Union			0	$0.00	0	0
92 Wake	*	0	749,704	$0.00	749,704	749,704
93 Warren	*	0	11,184	$0.00	11,184	11,184
96 Wayne			0	$0.00	0	0
97 Wilkes			0	$0.00	0	0
98 Wilson			0	$0.00	0	0
99 Yadkin	*	0	130	$0.00	130	130
00 Yancey			0	$0.00	0	0
Totals			2,514,827	0	2,514,827	2,514,827

Sign and Date - DPH Program Administrator Christopher M Kippes 07/23/25	Sign and Date - DPH Section Chief Mac Kemer 07/24/25
Sign and Date - DPH Budget Office – ATC Coordinator Sarah Griffin 7/24/2025	Sign and Date - DPH Budget Officer S. Rashid 7/28/2025

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 12

Health Department- Agreement Addendum Funding for Public Health

BACKGROUND

This budget revision allows funds to be received and spent under a fourth agreement addendum.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funds

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Health Dept 4

Budget Revision # _____

Item No. _____

Board Action Date _____

Caldwell County Board of Commissioners

BUDGET REVISION

Board Meeting _____

Subject: 121 ARPA TSF Public Health Services

Background and explanation for the Budget Revision:

Caldwell County Health Department received an Agreement Addenda in the amount of $37,692 This Agreement Addendum further enhances the abilitly of local health departments to deliver the essential services and core functions of publlic helath to address the specific health needs or health status indicators selected by the health department.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted

SUPPLEMENTAL APPROPRIATION

Revenues: Increase / Decrease (Circle One)			**Expenditures: Increase / Decrease (Circle One)**		
Line Item #	Title	Amount	Line Item #	Title	Amount
10.5110.330000.10194	PH Services	37,692.00	10.5110.429000.10194	PH Services	37,692.00
Total		**37,692.00**	**Total**		**37,692.00**

Attachments (Yes or No):
Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
Anna Cook	7/30/25				

Division of Public Health
Agreement Addendum
FY 25-26

Caldwell County Health Department
Local Health Department Legal Name

Local and Community Support /
Local Technical Assistance and Training
DPH Section / Branch Name

121 ARPA TSF Public Health Services
Activity Number and Description

Susan H. Little, 919-215-4471
susan.little@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

06/01/2025 – 05/31/2026
Service Period

DPH Program Signature **Date**
(only required for a negotiable Agreement Addendum)

07/01/2025 – 06/30/2026
Payment Period

☒ Original Agreement Addendum
☐ Agreement Addendum Revision # ___

I. Background:

This funding, provided through budget receipts transferred from the ARPA Temporary Savings fund and made available through the NCGA 2023 Appropriations Act, HB 259, provides a $50,000 grant in each year of the 2023-2025 fiscal biennium to each local health department to support activities authorized under the General Aid-to-Counties Agreement Addendum including the delivery of the 10 Essential Public Health Services per GS § 130A-1.1.[1], the core functions of public health (Assessment, Policy Development, Assurance), and the specific health needs or health status indicators selected by each local health department.

Per HB 259, Section 4.7.(i), "The funds appropriated from the State Fiscal Recovery Fund in this act and in prior enactments of the General Assembly shall not revert at the end of each fiscal year of the 2023-2025 fiscal biennium but shall remain available to expend and appropriate until the date set by applicable federal law or guidance."

II. Purpose:

This Agreement Addendum for Activity 121 further enhances the ability of local health departments to deliver the essential services and core functions of public health to address the specific health needs or health status indicators selected by the local health department.

[1] https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_130A/Article_1.pdf

Health Director Signature (use blue ink or verifiable digital signature) Date

LHD to complete:
[For DPH to contact in case follow-up information is needed.]
LHD program contact name: _____
Phone and email address: _____

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

The North Carolina General Statute § 130A-1.1(b) states: a local health department shall ensure that the following **10 Essential Public Health Services** are available and accessible to the population in each county served by the local health department:

Assessment

1. Monitor health status to identify community health problems.
2. Diagnose and investigate health problems and health hazards in the community.

Policy Development

3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.

Assurance

6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure a competent public health and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems.

III. Scope of Work and Deliverables:

These funds may be used for any public health program or purpose, any locally identified need or current health status indicator, and to support the delivery of the core functions of public health and 10 Essential Public Health Services. The Local Health Department must report at the end of the fiscal year how the funds were spent related to the 10 Essential Public Health Services and core public health functions to address priority health needs or health status indicators selected by each local health department. Use of these funds may NOT supplant current state, federal or local funding.

To qualify for these funds, the Local Health Department must have a Permanent or Interim Health Director per NC GS § 130A-40. In addition, if that Health Director has never served in that role in North Carolina previously, that Health Director must participate in the *Orientation for New Local Health Directors* coordinated by the North Carolina Association of Local Health Directors. Additionally, the Local Health Department must be currently accredited by the North Carolina Local Health Department Accreditation Board.

IV. Performance Measures / Reporting Requirements:

1. **Performance Measures**

   a. **Measure #1:** The LHD shall invest this funding in specific health needs or health indicators including but not limited to the 10 Essential Public Health Services or core public health functions.

   b. **Measure #2**: The LHD shall identify the specific health needs or health status indicators selected for prioritization under this funding.

   c. **Measure #3:** The LHD shall identify the impact funding will have/had on the identified health needs or health status indicators selected for prioritization.

2. **Reporting Requirements**

   By June 30, 2026, the LHD shall complete the following reports via the Smartsheet dashboard.[2]

[2] https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb

a. **Expenditures by Type Report**: LHD will provide funding expenditures by type for the annual reporting period.
    1. Personnel (Salaries, Fringe, Benefits, etc. Do not include contracted staff)
    2. Training and Education
    3. Travel and Mileage
    4. Medical Supplies
    5. Office/Administrative Supplies
    6. Contracted Services (included contracted staff)
    7. Other administrative costs (specify)
    8. Other (specify)

b. **Prioritized Health Needs or Indicators and Statement of Impact Reports**: LHD will select one or more of the following health needs or indicators prioritized for the annual reporting period:
    1. Environmental Health
    2. Communicable Disease
    3. Maternal Health
    4. Child Health
    5. Chronic Disease
    6. Injury Prevention
    7. Access to or Linkage to Care
    8. Mental Health
    9. Behavioral Health
    10. Other health needs or indicators

    Statement of Impact: LHD will provide a statement that demonstrates what impact these funds had on prioritized health needs or indicators.

3. **Reporting Required Subcontract Information**
In accordance with revised NCDHHS guidelines effective October 1, 2024, the LHD must provide the information listed below for <u>every subcontract</u> receiving funding from the LHD to carry out any or all of this Agreement Addendum's work.

    This information is <u>not</u> to be returned with the signed Agreement Addendum (AA) but <u>is</u> to be provided to DPH when the entities are known by the LHD.

    a. Subcontracts are contracts or agreements issued by the LHD to a vendor ("Subcontractor") or a pass-through entity ("Subrecipient").
        1. <u>Subcontractors</u> are vendors hired by the LHD via a contract to provide a good or service required by the LHD to perform or accomplish specific work outlined in the executed AA. For example, if the LHD needed to build a data system to satisfy an AA's reporting requirements, the vendor hired by the LHD to build the data system would be a Subcontractor. (However, not all Vendors are considered Subcontractors. Entities performing general administrative services for the LHD (e.g., certified professional accountants) are not considered Subcontractors.)
        2. <u>Subrecipients</u> of the LHD are those that receive DPH pass-through funding from the LHD via a contract or agreement for them to carry out all or a portion of the

programmatic responsibilities outlined in the executed AA. (Subrecipients are also referred to as Subgrantees in NCAC.)

The following information must be submitted via Smartsheet for review prior to the entity being awarded a contract or agreement from the LHD:

- Organization or Individual's Name (if an individual, include the person's title)
- EIN or Tax ID
- Street Address or PO Box
- City, State and ZIP Code
- Contact Name
- Contact Email
- Contact Telephone
- Fiscal Year End Date (of the entity)
- State whether the entity is functioning as a pass-through entity Subcontractor or Subrecipient of the LHD.

V. Performance Monitoring and Quality Assurance:

The LTAT Branch will monitor performance by reviewing the annual Expenditures by Type Report, the Prioritized Health Needs or Indicators and Statement of Impact Reports. These financial and performance reports are provided by the LHD via the Smartsheet dashboard.

If the LHD seeks assistance in clarifying any part of this Agreement Addendum's requirements, LTAT Branch staff shall provide technical assistance upon request. If additional information is required, a phone conference will be conducted.

VI. Funding Guidelines or Restrictions:

1. **Federal Funding Requirements**: where federal grant dollars received by the Division of Public Health (DPH) are passed through to the Local Health Department (LHD) for all or any part of this Agreement Addendum (AA).

    a. Requirements for Pass-through Entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, DPH provides Federal Award Reporting Supplements (FASs) to the LHD receiving federally funded AAs.

        1. Definition: An FAS discloses the required elements of a single federal award. FASs address elements of federal funding sources only; state funding elements will not be included in the FAS. An AA funded by more than one federal award will receive a disclosure FAS for each federal award.
        2. Frequency: An FAS will be generated as DPH receives information for federal grants. FASs will be issued to the LHD throughout the state fiscal year. For a federally funded AA, an FAS will accompany the original AA. If an AA is revised and if the revision affects federal funds, the AA Revision will include an FAS. FASs can also be sent to the LHD even if no change is needed to an AA. In those instances, the FAS will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

    b. Required Reporting Certifications: Per the revised Uniform Guidance, 2 CFR 200, if awarded federal pass-through funds, the LHD as well as all subrecipients of the LHD must certify the following whenever 1) applying for funds, 2) requesting payment, and 3) submitting financial reports:

        "I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent

information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."

2. The Local Health Department is not required to seek prior approval to use the funds. The funds shall be used for the delivery of the 10 Essential Public Health Services per GS § 130A-1.1.[3], the core functions of public health (Assessment, Policy Development, Assurance), or the specific health needs or health status indicators selected by each Local Health Department.

[3] https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_130A/Article_1.pdf

DPH-Aid-To-Counties **For Fiscal Year: 25/26** **Budgetary Estimate Number : 0**

Activity 121 Service Period Payment Period		AA	131204 2BTS190 2000400000 07/01-05/31 08/01-06/30	Total Allocated	Proposed Total	New Total
01 Alamance			0	$0.00	0	0
D1 Albemarle			0	$0.00	0	0
02 Alexander	*	0	12,610	$0.00	12,610	12,610
04 Anson	*	0	2,523	$0.00	2,523	2,523
D2 Appalachian			0	$0.00	0	0
07 Beaufort			0	$0.00	0	0
09 Bladen	*	0	91,250	$0.00	91,250	91,250
10 Brunswick	*	0	7,884	$0.00	7,884	7,884
11 Buncombe			0	$0.00	0	0
12 Burke			0	$0.00	0	0
13 Cabarrus			0	$0.00	0	0
14 Caldwell	*	0	37,692	$0.00	37,692	37,692
16 Carteret			0	$0.00	0	0
17 Caswell	*	0	86,623	$0.00	86,623	86,623
18 Catawba			0	$0.00	0	0
19 Chatham	*	0	91,578	$0.00	91,578	91,578
20 Cherokee			0	$0.00	0	0
22 Clay			0	$0.00	0	0
23 Cleveland			0	$0.00	0	0
24 Columbus	*	0	8,845	$0.00	8,845	8,845
25 Craven			0	$0.00	0	0
26 Cumberland			0	$0.00	0	0
28 Dare			0	$0.00	0	0
29 Davidson			0	$0.00	0	0
30 Davie			0	$0.00	0	0
31 Duplin			0	$0.00	0	0
32 Durham			0	$0.00	0	0
33 Edgecombe	*	0	5,919	$0.00	5,919	5,919
D7 Foothills			0	$0.00	0	0
34 Forsyth			0	$0.00	0	0
35 Franklin			0	$0.00	0	0
36 Gaston	*	0	100,000	$0.00	100,000	100,000
38 Graham			0	$0.00	0	0
D3 Gran-Vance			0	$0.00	0	0
40 Greene	*	0	625	$0.00	625	625
41 Guilford			0	$0.00	0	0
42 Halifax			0	$0.00	0	0
43 Harnett			0	$0.00	0	0
44 Haywood	*	0	42,875	$0.00	42,875	42,875
45 Henderson			0	$0.00	0	0
47 Hoke			0	$0.00	0	0
48 Hyde			0	$0.00	0	0
49 Iredell	*	0	28,488	$0.00	28,488	28,488
50 Jackson			0	$0.00	0	0

51 Johnston			0	$0.00	0	0
52 Jones			0	$0.00	0	0
53 Lee	*	0	48,077	$0.00	48,077	48,077
54 Lenoir			0	$0.00	0	0
55 Lincoln	*	0	65,176	$0.00	65,176	65,176
56 Macon	*	0	77,595	$0.00	77,595	77,595
57 Madison			0	$0.00	0	0
D4 M-T-W	*	0	1,655	$0.00	1,655	1,655
60 Mecklenburg			0	$0.00	0	0
62 Montgomery			0	$0.00	0	0
63 Moore			0	$0.00	0	0
64 Nash	*	0	99,460	$0.00	99,460	99,460
65 New Hanover	*	0	36,637	$0.00	36,637	36,637
66 Northampton	*	0	1,694	$0.00	1,694	1,694
67 Onslow	*	0	3,125	$0.00	3,125	3,125
68 Orange			0	$0.00	0	0
69 Pamlico	*	0	23,640	$0.00	23,640	23,640
71 Pender			0	$0.00	0	0
73 Person			0	$0.00	0	0
74 Pitt			0	$0.00	0	0
75 Polk	*	0	60,036	$0.00	60,036	60,036
76 Randolph			0	$0.00	0	0
77 Richmond	*	0	16,664	$0.00	16,664	16,664
78 Robeson	*	0	31,251	$0.00	31,251	31,251
79 Rockingham	*	0	40,177	$0.00	40,177	40,177
80 Rowan	*	0	6,403	$0.00	6,403	6,403
82 Sampson	*	0	11,838	$0.00	11,838	11,838
83 Scotland	*	0	98,977	$0.00	98,977	98,977
84 Stanly	*	0	20,200	$0.00	20,200	20,200
85 Stokes			0	$0.00	0	0
86 Surry			0	$0.00	0	0
87 Swain			0	$0.00	0	0
D6 Toe River			0	$0.00	0	0
88 Transylvania	*	0	17,919	$0.00	17,919	17,919
90 Union	*	0	76,541	$0.00	76,541	76,541
92 Wake			0	$0.00	0	0
93 Warren	*	0	39,421	$0.00	39,421	39,421
96 Wayne	*	0	25,723	$0.00	25,723	25,723
97 Wilkes			0	$0.00	0	0
98 Wilson			0	$0.00	0	0
99 Yadkin	*	0	76,247	$0.00	76,247	76,247
00 Yancey			0	$0.00	0	0
Totals			1,395,368	0	1,395,368	1,395,368

Signed by:
Sign and Date - DPH Program Administrator
07/22/25 | 9:37 AM EDT

Signed by:
Sign and Date - DPH Section Chief
07/22/25 | 9:37 AM EDT

Sign and Date - DPH Budget Office – ATC Coordinator
7/22/2025

Sign and Date - DPH Budget Officer
7/25/25

S H 7/22/2025

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 13

Health Department- Agreement Addendum Hurricane Helene Mitigation Funds

BACKGROUND

This budget revision allows the health department to receive and spend additional agreement addendum funds for hurricane Helene mitigation.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funds

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Health Dept Agreement Addendum Hurricane Helene

Budget Revision # _____

Item No. _____

Board Action Date _____

Caldwell County Board of Commissioners

BUDGET REVISION

Board Meeting _____

Subject: 122 Hurricane Helene Essential

Background and explanation for the Budget Revision:

The Caldwell County Health Department received an Agreement Addendum the amount of $798.920 This Agreement Addendum provides funding for the Local Health DepartmentI. Purpose:
This Activity provides financial relief to the North Carolina local health departments and districts in counties under federal major disaster declaration number FEMA DR-4827-NC which are restoring their essential functions and addressing the post-disaster needs of the local public health system during recovery

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted as

SUPPLEMENTAL APPROPRIATION

Revenues: Increase / Decrease (Circle One)			**Expenditures: Increase / Decrease (Circle One)**		
Line Item #	Title	Amount	Line Item #	Title	Amount
10.5110.330000.10203	Hurricane Helene Esse	798,920.00	10.5110.426000.10203	Supplies	500,000.00
			10.5110.444100.10203	Contractual	298,920.00
Total		**798,920.00**	**Total**		**798,920.00**

Attachments (Yes or No):
Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
Anna Cook	7/31/25				

Division of Public Health
Agreement Addendum
FY 25-26

Caldwell County Health Department
Local Health Department Legal Name

Local Community Support /
Local Technical Assistance and Training
DPH Section / Branch Name

122 Hurricane Helene Essential Functions Support
Activity Number and Description

Susan H. Little, 919-215-4471
susan.little@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

06/01/2025 – 05/31/2026
Service Period

DPH Program Signature **Date**
(only required for a negotiable Agreement Addendum)

07/01/2025 – 06/30/2026
Payment Period

☒ Original Agreement Addendum
☐ Agreement Addendum Revision # ___

I. Background:

Hurricane Helene was an extremely strong Category 4 hurricane with maximum sustained winds of 140 miles per hour that made landfall on September 26, 2024, and severely impacted the entire Southeastern United States. Hurricane Helene caused widespread heavy rainfall, record flooding, and significant loss of human life and property in North Carolina. As a result of Hurricane Helene, Western North Carolina endured record-breaking rainfall that created several 1,000-year flood events in several counties, devastating the people, infrastructure, businesses, and schools of entire communities. A total of 39 counties in North Carolina were declared a major disaster by the President of the United States under the Stafford Act (P.L. 93-288), approving individual and public assistance for affected counties.

In Session Law 2024-51, the North Carolina General Assembly (NCGA) established the Hurricane Helene Disaster Recovery Fund (HHDRF) to provide necessary and appropriate relief and assistance from the effects of Hurricane Helene. In Session Law 2024-53, the NCGA appropriated $12,000,000 from the HHDRF to the North Carolina Department of Health and Human Services, Division of Public Health to aid local health departments under federal major disaster declaration number FEMA DR-4827-NC.

In November 2024, the Division of Public Health released a Request for Application (RFA) to all local health departments within the 39-county federally declared disaster area. Those local health departments that responded to the RFA were awarded funds in FY24-25 based on a funding formula which allocated

Health Director Signature (use blue ink or verifiable digital signature) Date

LHD to complete:
[For DPH to contact in case follow-up information is needed.]
LHD program contact name: _____
Phone and email address: _____

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

40% as a constant base equally divided among all awarded counties and 60% as a percentage per county based on the Business Disruption model[1] multiplied by a factor of population.

II. Purpose:

This Activity provides financial relief to the North Carolina local health departments and districts in counties under federal major disaster declaration number FEMA DR-4827-NC, which are restoring their essential functions and addressing the post-disaster needs of the local public health system during recovery.

A total of $12 million in state appropriations from the Hurricane Helene Disaster Recovery Fund was made available for eligible local health departments and districts in FY24-25.

III. Scope of Work and Deliverables:

As a Local Health Department (LHD) residing in a county that FEMA DR-4827-NC included in its federal declaration as a major disaster area, the LHD may use these funds for its work in assisting with restoring essential functions, including temporary staffing, communicable disease and infection prevention efforts, environmental health efforts, and private well water quality efforts.

IV. Performance Measures / Reporting Requirements:

Per Session Law 2024-53 Section 7.1.(h), the LHD must comply with the following requirements:

1. Prepare and complete an Activity 122 Hurricane Helene Essential Functions Support Budget Plan ("Activity 122 Budget Plan") for restoring essential functions and addressing the post-disaster needs of the local public health system during recovery via Smartsheet[2] by October 1, 2025. A separate budget plan must be submitted for each county providing 1) planned expenses, 2) amounts, and 3) brief descriptions of the expenses. Updated Activity 122 Budget Plans can be submitted as needed via Smartsheet.

2. Submit one Quarterly Report for each county via Smartsheet according to the following schedule:

Reporting Periods	Due Dates
June 1 – August 31, 2025	September 15, 2025
September 1 – November 30, 2025	December 15, 2025
December 31, 2025 – February 28, 2026	March 16, 2026
March 1 – May 31, 2026	June 15, 2026

3. Each Quarterly Report (for each county) shall include the following items:
   a. Total funds spent for the quarter reported.
   b. List of activities funded by this AA to restore essential functions.
   c. Remittance information (in accordance with the Funding Guidelines or Restrictions of this AA):
      1. List of activities originally funded by this AA that have subsequently been paid for by other federal (including FEMA) or local funds.
      2. Total amount of State funds to be remitted by the LHD to the Division of Public Health (DPH).
      3. Total aggregate amount of State funds remitted by the LHD to DPH.
   d. Current year-to-date (YTD) spent
   e. Cumulative amount of funds spent to date (across all fiscal years).

[1] https://www.osbm.nc.gov/hurricane-helene-dna/open
[2] https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb

4. The final Quarterly Report (for each county) for this AA shall also include the following item:
   a. Total funds spent for the State Fiscal Year (funds drawn for work performed in the Service Period June 1, 2025 – May 31, 2026).

5. The LHD shall assist and fully cooperate with DPH to provide any additional reports or information requested by the Fiscal Research Division or the North Carolina Office of State Budget and Management (OSBM).

6. Reporting Required Subcontract Information
   In accordance with revised NCDHHS guidelines effective October 1, 2024, the LHD must provide the information listed below for every subcontract receiving funding from the LHD to carry out any or all of this AA's work.

   This information is not to be returned with the signed AA but is to be provided to DPH when the entities are known by the LHD.

   a. Subcontracts are contracts or agreements issued by the LHD to a vendor ("Subcontractor") or a pass-through entity ("Subrecipient").
      1. Subcontractors are vendors hired by the LHD via a contract to provide a good or service required by the LHD to perform or accomplish specific work outlined in the executed AA. For example, if the LHD needed to build a data system to satisfy an AA's reporting requirements, the vendor hired by the LHD to build the data system would be a Subcontractor. (However, not all Vendors are considered Subcontractors. Entities performing general administrative services for the LHD (e.g., certified professional accountants) are not considered Subcontractors.
      2. Subrecipients of the LHD are those that receive DPH pass-through funding from the LHD via a contract or agreement for them to carry out all or a portion of the programmatic responsibilities outlined in the executed AA. (Subrecipients are also referred to as Subgrantees in NCAC.)

   The following information must be submitted via Smartsheet for review prior to the entity being awarded a contract or agreement from the LHD:
   - Organization or Individual's Name (if an individual, include the person's title)
   - EIN or Tax ID
   - Street Address or PO Box
   - City, State and ZIP Code
   - Contact Name
   - Contact Email
   - Contact Telephone
   - Fiscal Year End Date (of the entity)
   - State whether the entity is functioning as a pass-through entity Subcontractor or subrecipient of the LHD.

V. Performance Monitoring and Quality Assurance:

1. The Local Technical Assistance and Training (LTAT) Branch will assess the LHD's performance through:
   a. Reviewing the LHD's Quarterly Reports and ad hoc reports;
   b. Reviewing funding draws by the LHD in the Aid-to-Counties system (ATC);
   c. Reviewing annual county single audits; and

d. Desk reviews.

2. If the assessment results in compliance concerns, DPH shall conduct conference calls with the LHD to provide technical assistance.

VI. Funding Guidelines or Restrictions:

1. **Federal Funding Requirements**: where federal grant dollars received by the Division of Public Health (DPH) are passed through to the Local Health Department (LHD) for all or any part of this Agreement Addendum (AA).

   a. Requirements for Pass-through Entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, DPH provides Federal Award Reporting Supplements (FASs) to the LHD receiving federally funded AAs.

      1. Definition: An FAS discloses the required elements of a single federal award. FASs address elements of federal funding sources only; state funding elements will not be included in the FAS. An AA funded by more than one federal award will receive a disclosure FAS for each federal award.
      2. Frequency: An FAS will be generated as DPH receives information for federal grants. FASs will be issued to the LHD throughout the state fiscal year. For a federally funded AA, an FAS will accompany the original AA. If an AA is revised and if the revision affects federal funds, the AA Revision will include an FAS. FASs can also be sent to the LHD even if no change is needed to an AA. In those instances, the FAS will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

   b. Required Reporting Certifications: Per the revised Uniform Guidance, 2 CFR 200, if awarded federal pass-through funds, the LHD as well as all subrecipients of the LHD must certify the following whenever 1) applying for funds, 2) requesting payment, and 3) submitting financial reports:

      "I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."

2. Funds from the Hurricane Helene Disaster Recovery Fund that are not expended by the LHD by May 31, 2030, and drawn by June 30, 2030, shall be returned to the State.

3. Per Session Law 2024-53 Section 3.1.(d), the LHD must comply with the following requirements:

   a. Receipt of Allocations. A recipient of State funds under this act [the LHD] shall use best efforts and take all reasonable steps to obtain alternative funds that cover the losses or needs for which the State funds are provided, including funds from insurance policies in effect and available federal aid. State funds paid under this act are declared to be excess over funds received by a recipient from the settlement of a claim for loss or damage covered under the recipient's applicable insurance policy in effect or federal aid. Where a recipient is an institution of higher education or a non-State entity, the requirement regarding alternative funds, and the calculation of alternative funds received, under this subsection includes seeking private donations to help cover the losses or needs for which State funds are provided.[3]

[3] Session Law 2024-53 (S743) Section 3.1.(b)

b. Remittance of Funds. If a recipient [the LHD] obtains alternative funds pursuant to [...] [the Receipt of Allocations section above], the recipient shall remit the funds to the State agency from which the State funds were received. A recipient is not required to remit any amount in excess of the State funds provided to the recipient under this act.[4]

[4] Session Law 2024-53 (S743) Section 3.1.(c)

DPH-Aid-To-Counties **For Fiscal Year: 25/26** **Budgetary Estimate Number : 0**

Activity 122 Service Period Payment Period		AA	230333 2B0HHEL 20H0000012 07/01-05/31 08/01-06/30	Total Allocated	Proposed Total	New Total
01 Alamance			0	$0.00	0	0
D1 Albemarle			0	$0.00	0	0
02 Alexander			0	$0.00	0	0
04 Anson			0	$0.00	0	0
D2 Appalachian	*	0	1,266,033	$0.00	1,266,033	1,266,033
07 Beaufort			0	$0.00	0	0
09 Bladen			0	$0.00	0	0
10 Brunswick			0	$0.00	0	0
11 Buncombe	*	0	1,715,241	$0.00	1,715,241	1,715,241
12 Burke	*	0	849,691	$0.00	849,691	849,691
13 Cabarrus			0	$0.00	0	0
14 Caldwell	*	0	798,920	$0.00	798,920	798,920
16 Carteret			0	$0.00	0	0
17 Caswell			0	$0.00	0	0
18 Catawba			0	$0.00	0	0
19 Chatham			0	$0.00	0	0
20 Cherokee			0	$0.00	0	0
22 Clay	*	0	245,610	$0.00	245,610	245,610
23 Cleveland	*	0	412,295	$0.00	412,295	412,295
24 Columbus			0	$0.00	0	0
25 Craven			0	$0.00	0	0
26 Cumberland			0	$0.00	0	0
28 Dare			0	$0.00	0	0
29 Davidson			0	$0.00	0	0
30 Davie			0	$0.00	0	0
31 Duplin			0	$0.00	0	0
32 Durham			0	$0.00	0	0
33 Edgecombe			0	$0.00	0	0
D7 Foothills	*	0	1,158,800	$0.00	1,158,800	1,158,800
34 Forsyth			0	$0.00	0	0
35 Franklin			0	$0.00	0	0
36 Gaston			0	$0.00	0	0
38 Graham	*	0	130,785	$0.00	130,785	130,785
D3 Gran-Vance			0	$0.00	0	0
40 Greene			0	$0.00	0	0
41 Guilford			0	$0.00	0	0
42 Halifax			0	$0.00	0	0
43 Harnett			0	$0.00	0	0
44 Haywood	*	0	543,863	$0.00	543,863	543,863
45 Henderson	*	0	1,033,072	$0.00	1,033,072	1,033,072
47 Hoke			0	$0.00	0	0
48 Hyde			0	$0.00	0	0
49 Iredell			0	$0.00	0	0
50 Jackson	*	0	316,170	$0.00	316,170	316,170

51 Johnston			0	$0.00	0	0
52 Jones			0	$0.00	0	0
53 Lee			0	$0.00	0	0
54 Lenoir			0	$0.00	0	0
55 Lincoln			0	$0.00	0	0
56 Macon	*	0	301,050	$0.00	301,050	301,050
57 Madison	*	0	369,451	$0.00	369,451	369,451
D4 M-T-W			0	$0.00	0	0
60 Mecklenburg			0	$0.00	0	0
62 Montgomery			0	$0.00	0	0
63 Moore			0	$0.00	0	0
64 Nash			0	$0.00	0	0
65 New Hanover			0	$0.00	0	0
66 Northampton			0	$0.00	0	0
67 Onslow			0	$0.00	0	0
68 Orange			0	$0.00	0	0
69 Pamlico			0	$0.00	0	0
71 Pender			0	$0.00	0	0
73 Person			0	$0.00	0	0
74 Pitt			0	$0.00	0	0
75 Polk	*	0	346,259	$0.00	346,259	346,259
76 Randolph			0	$0.00	0	0
77 Richmond			0	$0.00	0	0
78 Robeson			0	$0.00	0	0
79 Rockingham			0	$0.00	0	0
80 Rowan			0	$0.00	0	0
82 Sampson			0	$0.00	0	0
83 Scotland			0	$0.00	0	0
84 Stanly			0	$0.00	0	0
85 Stokes			0	$0.00	0	0
86 Surry			0	$0.00	0	0
87 Swain	*	0	250,650	$0.00	250,650	250,650
D6 Toe River	*	0	664,382	$0.00	664,382	664,382
88 Transylvania	*	0	392,638	$0.00	392,638	392,638
90 Union			0	$0.00	0	0
92 Wake			0	$0.00	0	0
93 Warren			0	$0.00	0	0
96 Wayne			0	$0.00	0	0
97 Wilkes			0	$0.00	0	0
98 Wilson			0	$0.00	0	0
99 Yadkin			0	$0.00	0	0
00 Yancey	*	0	324,133	$0.00	324,133	324,133
Totals			11,119,043	0	11,119,043	11,119,043

Signed by:
Sign and Date - DPH Program Administrator
Susan Little 07/02/25 | 10:24 AM EDT
BD22B67CD7144...

Signed by:
Sign and Date - DPH Section Chief
mmaundeu 07/02/25 | 10:35 AM EDT
7EEF0EDC43884E7...

Sign and Date - DPH Budget Office – ATC Coordinator
Sarah Kirkpatrick 7/2/2025

Sign and Date - DPH Budget Officer
S. Rosdal 7/25/25

SH 7/22/2025

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 14

Health Department- Rollover of Grant Funding

BACKGROUND

This budget revision rolls over unspent grant funds at the health department from the old fiscal year to the new.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funds

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Budget Revision Health Dept Rollover of Grant Funding

Budget Revision # _____

Item No. _____

Date: _____

Caldwell County Board of Commissioners

BUDGET REVISION

Subject:

Background and explanation for the Budget Revision:
This budget revision rolls unspent grant funds at the health department from the old fiscal year into the new fiscal year.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted as follows:

SUPPLEMENTAL APPROPRIATION

Line Item #	Title	I/D		Amount
10.9800.397000	Fund Balance App	I	$	55,030.73
Total				**55,030.73**

Line Item #	Title	I/D		Amount
10.5116.429000.10196	CCPN funds	I	$	51,391.71
10.5116.429000.10197	Upstream Funds	I	$	3,639.02
Total				**55,030.73**

Attachments (Yes or No): No
Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
			07/28/25		

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Emergency Services	

AGENDA ITEM # 15

Budget Revision and Closing Statement for Communications Center 911 Grant

BACKGROUND

The project for the new communications center has changed significantly due to a lack of sufficient funds. The 911 grant will no longer be available due to these changes. This budget revision closes the project. The board also needs to ask to rescind the grant. Suggested language follows:

"Due to the major change in scope, it is the recommendation to the county that the active FY25 911 grant be rescinded. The 911 Board would not allow the use of the existing grant award as currently written to be modified for a different facility design/structural renovation. The plans are to submit a new grant request to align with the project for the FY27 Grant Cycle."

RECOMMENDED MOTION

Approve Budget Revision and make statement requesting the grant be rescinded.

BUDGET IMPACT

No budget impact. the project just closes.

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Budget Revision- Close 911 Grant Funding

Budget Revision # _____

Item No. _____

Date: _____

Caldwell County Board of Commissioners

BUDGET REVISION

Subject:

Background and explanation for the Budget Revision:

This budget revision closes the project set up to handle the 911 grant for the new communications center. The project has changed and the funds are no longer available.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted as follows:

SUPPLEMENTAL APPROPRIATION

Line Item #	Title	I/D	Amount	Line Item #	Title	I/D	Amount
43.9000.330000.10202	Other Grants	D	$ 2,659,312.07	43.9000.459600.10202	Construction	D	$ 2,659,312.07
Total			**2,659,312.07**	**Total**			**2,659,312.07**

Attachments (Yes or No): No

Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
			08/01/25		

Board of Commissioners Meeting

Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Finance	

AGENDA ITEM # 16

Borrowing Resolution for Capital Outlay Loan

BACKGROUND

This resolution allows for the issuance of a new capital outlay loan in the amount of $2,275,000 as approved in the budget for FY 25/26.

RECOMMENDED MOTION

Approve Resolution

BUDGET IMPACT

Approved in the base budget for FY 25/26

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Approving Resolution - County of Caldwell NC Installment Financing (Equipment Vehicles) - 2025-v3

RESOLUTION OF THE COUNTY OF CALDWELL, NORTH CAROLINA APPROVING AN INSTALLMENT FINANCING AGREEMENT TO FINANCE VEHICLES AND EQUIPMENT AND DELIVERY THEREOF AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS

WHEREAS, the County of Caldwell, North Carolina (the "*County*") is a political subdivision validly existing under the constitution, statutes and laws of the State of North Carolina (the "*State*");

WHEREAS, the County has the power, pursuant to the General Statutes of North Carolina to (1) enter into installment contracts in order to purchase, or finance or refinance the purchase of, real or personal property and to finance or refinance the construction or repair of fixtures or improvements on real property and (2) create a security interest in some or all of the property financed or refinanced to secure repayment of the purchase price;

WHEREAS, the Board of Commissioners of the County (the "*Board of Commissioners*") has determined that it is in the best interest of the County to enter into an installment financing (the "*Agreement*") with Banc of America Public Capital Corp (the "*Lender*") in accordance with its proposal dated July 21, 2025 in order to obtain funds to pay the costs of the acquisition and installation of vehicles and equipment (collectively, the "*Projects*"), and to put a security interest in all or a portion of the Projects in favor of the Lender in order to provide security for the County's obligations under the Agreement;

WHEREAS, the County will enter into the Agreement in an aggregate principal amount of not to exceed $2,275,000;

WHEREAS, there has been made available to the Board of Commissioners in the office of the County's Finance Officer the form of the Agreement which the County proposes to approve, enter into and deliver, as applicable, to effectuate the proposed financing at an interest rate as specified in the Agreement and in the bid summary provided to the Board of Commissioners; and

WHEREAS, it appears that the Agreement is in appropriate form and is an appropriate instrument for the purposes intended;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CALDWELL, NORTH CAROLINA, AS FOLLOWS:

Section 1. ***Ratification of Prior Actions.*** All actions of the County Manager, or any individual serving in an interim capacity (the "*County Manager*"), the County Attorney, the Finance Officer and the Clerk to the Board of Commissioners and their respective designees in effectuating the proposed financing are approved, ratified and authorized pursuant to and in accordance with the transactions contemplated by the Agreement.

Section 2. ***Approval, Authorization and Execution of Agreement.*** The Board of Commissioners approves the Projects in accordance with the terms of the Agreement, which will be a valid, legal and binding obligation of the County in accordance with its terms. The Board of Commissioners approves the amount advanced by the Lender to the County pursuant to the Agreement in an aggregate principal amount not to exceed $2,275,000 at an annual interest rate (in the absence of default or change in tax status) shall not exceed 3.5042%, and the financing term shall not exceed five (5) years from closing. The form, terms and content of the Agreement are in all respects authorized, approved and confirmed. The County Manager, the County Attorney, the Finance Officer and the Clerk to the Board of Commissioners, or their respective designees (the "*Authorized Officers*"), are authorized, empowered and directed to execute and deliver the Agreement for and on behalf of the County, including necessary counterparts, in

substantially the form made available to the Board of Commissioners, but with such changes, modifications, additions or deletions therein as they may deem necessary, desirable or appropriate, their execution thereof to constitute conclusive evidence of the approval of the Board of Commissioners of any and all such changes, modifications, additions or deletions. From and after the execution and delivery of the Agreement, each Authorized Officer is authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Agreement as executed.

Section 3. ***Further Actions.*** Each Authorized Officer is designated as the County's representative to act on behalf of the County in connection with the transactions contemplated by the Agreement. The Authorized Officers are authorized and directed to proceed with the Projects in accordance with the terms of the Agreement, and to seek opinions on matters of law from the County Attorney, which the County Attorney is authorized to furnish on behalf of the County, and opinions of law from such other attorneys for all documents contemplated under this Resolution as required by law. The Authorized Officers are authorized to designate one or more employees of the County to take all actions which they are authorized to perform under this Resolution, and each is in all respects authorized on behalf of the County to supply all information pertaining to the transactions contemplated by the Agreement. The Authorized Officers are authorized to execute and deliver for and on behalf of the County any and all additional certificates, documents, opinions or other papers and perform all other acts as may be required by the Agreement or as they may deem necessary or appropriate to implement and carry out the intent and purposes of this Resolution. Any and all acts of the Authorized Officers may be done individually or collectively.

Section 4. ***Reimbursement.*** The County intends that the adoption of this resolution will be a declaration of the County's official intent to reimburse expenditures for the Projects that are to be financed from the proceeds of the Lender financing described above. The County intends that funds that have been advanced, or that may be advanced, from the County's general fund or any other County fund related to the Projects, for project costs may be reimbursed from the financing proceeds.

Section 5. ***Severability.*** If any section, phrase or provision of this Resolution is for any reason declared invalid, such declaration will not affect the validity of the remainder of the sections, phrases or provisions of this Resolution.

Section 6. ***Repealer.*** All motions, orders, resolutions, ordinances and parts thereof in conflict herewith are repealed.

Section 7. ***Effective Date.*** This Resolution is effective on the date of its adoption.

PASSED, ADOPTED AND APPROVED this 11th day of August, 2025.

STATE OF NORTH CAROLINA)
) ss:
COUNTY OF CALDWELL)

I, ABIGAIL I. RICH, Clerk to the Board of Commissioners of the County of Caldwell, North Carolina, ***DO HEREBY CERTIFY*** that the foregoing is a true and exact copy of a resolution entitled "**RESOLUTION OF THE COUNTY OF CALDWELL, NORTH CAROLINA APPROVING AN INSTALLMENT FINANCING AGREEMENT TO FINANCE VEHICLES AND EQUIPMENT AND DELIVERY THEREOF AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS**" adopted by the Board of Commissioners of the County of Caldwell, North Carolina at a meeting held on the 11th day of August, 2025.

WITNESS my hand and the corporate seal of the County of Caldwell, North Carolina, this the ___ day of _____, 2025.

_____
Abigail I. Rich
Clerk to the Board of Commissioners
County of Caldwell, North Carolina

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Finance	

AGENDA ITEM # 17

Purchase Order Rollovers from 24-25 Fiscal Year

BACKGROUND

This budget revision rolls over the funds associated with open purchase orders issued in the old fiscal year. A list of the associated purchase orders is on page two. The bulk of the funds are for capital outlay items that have not yet arrived.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

This rolls over funds previously approved in the prior year but died to fund balance when the fiscal year ended. It does show as a fund balance appropriation but all of this was previoulsy approved.

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Purchase Order Rollover 2025

Budget Revision # _____

Item No. _____

Date: _____

Caldwell County Board of Commissioners

BUDGET REVISION

Subject:

Background and explanation for the Budget Revision:

This budget revision rolls over open purchase orders from the old year to the new. It includes purchase orders for both the general fund and the water fund. Please see attached list.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted as follows:

SUPPLEMENTAL APPROPRIATION

Line Item #	Title	I/D	Amount	Line Item #	Title	I/D	Amount
10.9800.397000	Fund Balance App (General Fund)	I	$ 507,252.29	104110-444100	Contractual		$ 7,424.00
				104316-421300	Bullet Proof Vests		$ 12,995.70
				104316-421300	Bullet Proof Vests		$ 3,898.71
				104318-421400	Protective Gear		$ 501.45
				104318-452000	Non Cap Equipment		$ 18,259.00
				104600-421400	Protective Gear		$ 4,100.01
				104600-426100	Medical Supplies		$ 39,341.49
				104600-435200	M&R Equipment		$ 9,350.00
				104600-435300	M&R Vehicles		$ 2,271.79
				104970-419900	Legal Fees		$ 2,500.00
				104970-444100-10195	Contractual		$ 16,711.50
				109000-451000-4260	Equipment		$ 8,965.00
				109000-451000-4600	Equipment		$ 3,107.56
				109000-451000-4602	Equipment		$ 26,179.78
				109000-451001-4318	Vehicles		$ 97,111.40
				109000-451001-4600	Vehicles		$ 165,034.90
				109000-451001-4602	Vehicles		$ 7,000.00
				109000-451001-4602	Vehicles		$ 82,500.00
60.3000.397000	Fund Balance App (Water Fund)	I	$ 35,455.83	607120-424000	Maintenance Supplies		$ 1,171.03
				607120-424000	Maintenance Supplies		$ 1,350.00
				607120-424000	Maintenance Supplies		$ 2,682.00
				607120-424000	Maintenance Supplies		$ 2,642.80
				607120-426000	Supplies		$ 1,160.00
				607120-444100	Contractual		$ 26,450.00
Total			**542,708.12**	**Total**			**542,708.12**

Attachments (Yes or No): Yes

Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
			07/29/25		

DEPARTMENT	P/O #	GL ACCOUNT		AMOUNT	VENDOR
ADMIN	2560056	104110-444100	$	7,424.00	GENERAL CODE LLC
SHERIFF	2562353	104316-421300	$	12,995.70	LAWMENS
SHERIFF	2562355	104316-421300	$	3,898.71	LAWMENS
SHERIFF	2562136	104318-421400	$	501.45	LAWMENS
SHERIFF	2562358	104318-452000	$	18,259.00	LAWMENS
FIRE	2562305	104600-421400	$	4,100.01	ATLANTIC EMER SOL
EMS	2562293	104600-426100	$	39,341.49	BOUND TREE
EMS	2562316	104600-435200	$	9,350.00	MASTER MEDICAL EQUIPMENT
EMS	2561884	104600-435300	$	2,271.79	FRAZER
EDC	2562058	104970-419900	$	2,500.00	WILSON LACKEY & RHOR
EDC	2562048	104970-444100-10195	$	16,711.50	WILSON LACKEY & RHOR
BUILDING AND GROUNDS	2561839	109000-451000-4260	$	8,965.00	SPANN
EMS	2560747	109000-451000-4600	$	3,107.56	STRYKER SALES
EMS	2562310	109000-451000-4602	$	26,179.78	MOTOROLA SOLUTIONS
SHERIFF	2562339	109000-451001-4318	$	97,111.40	GLOBAL PUBLIC SAFETY
EMS	2561706	109000-451001-4600	$	165,034.90	EMERGENCY TRANS
EMS	2561892	109000-451001-4602	$	7,000.00	GOODIN ELECTRONICS
EMS	2562313	109000-451001-4602	$	82,500.00	PIEDMONT TRUCK CTR
		subtotal	**$**	**507,252.29**	
WATER	2562076	607120-424000	$	1,171.03	FORTILINE , INC
WATER	2562083	607120-424000	$	1,350.00	FERGUSON WATERWORKS
WATER	2562091	607120-424000	$	2,682.00	FERGUSON WATERWORKS
WATER	2562090	607120-424000	$	2,642.80	MID ATLANTIC DRAIN
WATER	2562085	607120-426000	$	1,160.00	FERGUSON WATERWORKS
WATER	2560667	607120-444100	$	26,450.00	WPCOG
		subtotal	**$**	**35,455.83**	
		Grand Total	**$**	**542,708.12**	

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Emergency Services	

AGENDA ITEM # 18

SCIF Funding for Ambulance Purchase

BACKGROUND

The state has awarded $275,000 to the county for the purchase of an ambulance. This budget revision accepts those funds and allows them to be spent.

RECOMMENDED MOTION

Approve Budget Revision

BUDGET IMPACT

100% grant funded

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. SCIF Funding Ambulance Purchase

Budget Revision # _____

Item No. _____

Date: _____

Caldwell County Board of Commissioners

BUDGET REVISION

Subject:

Background and explanation for the Budget Revision:
The county has received state funding to help with the purchase of a new ambulance. This budget revision allows those funds to be spent.

The Budget Ordinance is hereby amended by making a Supplemental Appropriation with appropriations and revenues being adjusted as follows:

SUPPLEMENTAL APPROPRIATION

Line Item #	Title	I/D	Amount	Line Item #	Title	I/D	Amount
43.9000.330000.10209	Other Grants	I	$ 275,000.00	43.9000.451001.10209	Vehicles	I	$ 275,000.00
Total			**275,000.00**	**Total**			**275,000.00**

Attachments (Yes or No): No
Public Hearing (Yes or No):

Distribution:
Original - Finance Office
Duplicate - Clerk to the Board
Triplicate - Department Head

Staff Recommendation:

Board Action:

Department Head	Date	Finance Director	Date	County Manager	Date
			07/11/25		

Anthony (Tony) Helton

From: OfficeofGov@ncosc.gov
Sent: Friday, July 11, 2025 7:34 AM
To: Anthony (Tony) Helton
Subject: Payment from NC Office of Governor–Call 984-236-0628 or email angela.anthony@osbm.nc.gov if you have questions regarding payment

Payment Remittance Advice

7/11/25

From Payer	NC DEPARTMENT OF STATE TREASURER 3200 ATLANTIC AVENUE Raleigh NC US 27604	**Supplier or Party To Payee**	CALDWELL COUNTY CALDWELL COUNTY PO BOX 2200 LENOIR NC US 28645
		Bank Name	FIRST CITIZENS BANK
		Bank Number	
		Branch Number	053100300
		Bank BIC Code	
		Bank Account	XXXXXXXX2164
		IBAN	

The following payment has been remitted.

Payment Reference Number	1126196
Paper Document Number	367778
Payment Date	7/10/25
Payment Currency	USD
Payment Amount	275,000.00

Remittance Detail

Document Reference Number	Document Date	Document Currency	Document Amount	Amount Withheld	Discount Taken	Amount Paid
24-SCIF-201013-01 FY24 GRANT Caldwell County	7/9/25	USD	275,000.00	0.00	0.00	275,000.00
			Total	0.00	0.00	275,000.00

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Administration	

AGENDA ITEM # 19

Not to Exceed Agreement with Southern Disaster Relief

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Administration	

AGENDA ITEM # 20

Ratification of Tri County Speedway Special Event Use

BACKGROUND

Tri-County Motor Speedway used one of their special permitted events to host Luke Combs, Dale Earnhardt Jr. and Richard Petty to shoot a music video.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Health	

AGENDA ITEM # 21

Reappointment of Dr. Rebecca Whisnant to Board of Health

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Official Minutes
July 18, 2025
Board of Commissioners Meeting

Attendance:

Randy Church, Chairman
Mike LaBrose, Vice Chairman
Jeff Branch, Commissioner
Donnie Potter, Commissioner
Patrick Starnes, Commissioner
Destin Hall, County Attorney
Wayne Rash, Interim County Manager
Abby Rich, County Clerk

Call to Order

Chairman Church called the July n18, 2025, meeting to order at 3:00 PM.

Item 1. EMS Updates and Presentation

Emergency Services Director Trevor Key went through his presentation, reviewing the proposals from the EMS Oversight Committee and reviewing the potential solutions to reduce the amount of overtime accumulated.

The Board discussed the suggested public assistance fee and how these fees would be billed.

Chairman Church made the motion to adopt the recommendations of the EMS Oversight Committee to include the addition of 8 paramedics and increases in base pay and part time pay.

The motion carried unanimously.

Commissioner Starnes made the motion to adopt the resolution amending the Emergency Services Fee Schedule.

The motion carried unanimously.

Commissioner LaBrose made the motion to reinstate the $300,000 removed at the June 9, 2025, Board of Commissioners meeting back into the EMS budget.

The motion carried unanimously.

Item 2. Closed Session

Commissioner Potter made the motion to enter closed session pursuant to § 143-318.11 (a) (3) (4) & (5).

The motion carried unanimously.

Adjourn

Commissioner Starnes made the motion to adjourn at 5:12 PM.

The motion carried unanimously.

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
August 11, 2025	Administration	

AGENDA ITEM # 23

Approval of July 18, 2025, Meeting Minutes

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. July 14, 2025 Meeting Minutes Final

Caldwell County
North Carolina
Board of Commissioners Meeting

July 14, 2025 at 6:00 PM
City-County Chambers
905 West Avenue NW, Lenoir

MINUTES

Attendance
Randy T. Church, Chairman
Jeff Branch, Commissioner
Donnie Potter, Commissioner
Patrick Starnes, Commissioner
Destin Hall, County Attorney
Wayne Rash, Interim County Manager
Abby Rich, County Clerk

Excused: Mike LaBrose, Vice Chairman

Call to Order

After a brief delay, Chairman Church called the July 14, 2025 meeting to order at 6:18PM.

Public Comment Period
There were no individuals signed up for public comment.

Invocation
Pastor Rich Irwin with Littlejohn United Methodist provided the invocation for those in attendance.

Pledge of Allegiance
Commissioner Branch led the Pledge of Allegiance for those in attendance.

Agenda Amendments from the Board, Manager & Public
Interim County Manager Wayne Rash informed the Board that Item 7, Item 16, and the Closed Session would be removed from the agenda. Additionally, Item 17 was renamed to "Opioid Settlement Funding for FY 2025-2026."

Chairman Church made the motion to adopt the agenda as presented.
The motion carried unanimously.

Agenda Items

1. **South Caldwell Lady Spartans Softball- 2025 4-A State Champions**
   Chairman Church read the resolution honoring the South Caldwell Lady Spartans for claiming the 2025 4-A State Championship title.

Chairman Church made the motion to adopt the resolution.
The motion carried unanimously.

The Board presented each player with the Moving Mountains award and expressed praise towards the team.

2. Caldwell County NCACC Heroic Hands Recipient

Chairman Church read the resolution honoring NCACC Heroic Hands recipient Seth Nagy.

Chairman Church made the motion to adopt the resolution.
The motion carried unanimously.

3. Crystal McCall Building Inspector of the Year

The Board provided remarks of praise towards Building Inspections Director Crystal McCall for being named the Mechanical Inspector of the Year for North Carolina.

4. Communities in Schools

Communities in Schools Director Keith Hinman and social workers Eddie Peoples and Charmion Frizell came to the podium to present an overview of the 2024-2025 school year for the program.

5. Home and Community Care Block Grant

Tina Miller of the Western Piedmont Council of Governments came to the podium to present information about the Home and Community Care Block Grant.

Commissioner Starnes made the motion to approve the Home and Community Care Block Grant.
The motion carried unanimously.

6. 2024 Tax Collectors Settlement and 2025 Charge to the Tax Collector

Tax Administrator Josh Angle informed the Board that the total settlement for outstanding 2024 Real & Personal Property Taxes is $1,149,849.68. Mr. Angle requested this settlement to be accepted and the 2024 taxes to be recharged to the tax collector. Additionally, Mr. Angle requested the authorization to collect the 2025 taxes.

Chairman Church made the motion to authorize the Tax Administrator to collect $1,149,849.68 for 2024 and to the authority to collect the 2025 taxes.
The motion carried unanimously.

~~7. EMS Oversight Committee Updates~~

Item removed from agenda.

Consent

Chairman Church turned the meeting to Interim Manager Wayne Rash to present the consent agenda.

8. Approval of NC Cash Flow Loan

The State will provide the County with a loan in the amount of $1,146,530.45 to assist

with Hurricane Helene-related expenditures.

9. Communications- Purchase of Computers

The Communications Department requested to purchase new computers for the 911 Call Center. The total amount of the purchase is $25,180.00 and $23,000 is 911 Fund eligible.

10. Emergency Services- Wilson Creek Visitor Center Storm Repairs Project

This budget revision and project ordinance brings in $253,650.00 from FEMA to repair the parking lot at the Wilson Creek Visitors Center after it was damaged by Hurricane Helene.

11. Purchase of First Watch Software

EMS is requesting the purchase of First Watch Software. The purchase amount will be $137,935.00.

12. Sheriff's Office- Kids Camp Funding

A fund balance appropriation in the amount of $2,500 was added to supplies for the Sheriff's Office to assist with Kids Camp expenses.

13. Veteran's Services- Grant Funding Roll Over

This budget revision rolls over $18,288.00 in grant funding for the Veteran's Services Office from the previous fiscal year to the new fiscal year.

14. Golden LEAF SITE Development Grant Application Approval

The Economic Development Office requested to submit a grant application for the Golden LEAF SITE Development Grant.

15. Amendment of Board of Elections 2025-2026 Fee Schedule

The Board of Elections requested to amend its fee schedule to include the filing fees for Sheriff and the Clerk of Court.

~~**16. Amendment to Emergency Services Fee Schedule**~~

Item removed from the agenda.

17. Opioid Settlement Funding for FY 2025-2026

EMS requested the approval of a resolution for the 2025-2026 Opioid Settlement Fund Expenditures.

18. Conveyance of Surplus Vehicle by Private Sale

The Sheriff's Office requested the sale of a surplus vehicle in the amount of $4,000.

19. Reappointment of Bruce Roberts to Foothills Regional Airport Authority

Bruce Roberts has requested reappointment to the Foothills Regional Airport Authority.

20. Appointment of Chris Bumgarner to Board of Social Services

Chris Bumgarner has requested appointment to the Board of Social Services.

21. Appointments to the Caldwell Railroad Commission

The Economic Development Office requested for Mike Labrose, Jeff Branch, and Wayne Cable to be appointed to the Caldwell Railroad Commission.

22. Reappointment of JCPC Members

Beth Hinshaw, Chad Lackey, Courtney Covey, Denise Fleming, and Ed Richards requested reappointment to the JCPC.

23. Appointment of Library Board Members

After a Board vote by sealed ballot, Lauren Greer, Kristy Money, Hannah Brown, and Jennifer Baker were appointed to the Library Board of Trustees.

24. Approval of April 28, 2025, Meeting Minutes

The approval of the April 28, 2025, meeting minutes was requested.

25. Approval of April 29, 2025, Meeting Minutes

The approval of the April 29, 2025, meeting minutes was requested.

26. Approval of April 30, 2025, Meeting Minutes

The approval of the April 30, 2025, meeting minutes was requested.

27. Approval of June 9, 2025, Meeting Minutes

The approval of the June 9, 2025, meeting minutes was requested.

Commissioner Branch made the motion to approve the consent agenda.
The motion carried unanimously.

~~**Closed Session-Pursuant to § 143-318.11.a(3), § 143-318.11.a(4), and § 143-318.11.a(5)**~~
Item Removed from agenda

Adjourn

With there being no more business to attend to, Commissioner Potter made the motion to adjourn at 7:08 PM.
The motion carried unanimously.

BK 2140 PG 87 - 88 (2)
This document presented and filed:
07/16/2025 11:29:51 AM

Fee $0.00
10108810
Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

15-2025

2025 LADY SPARTANS SOFTBALL
NORTH CAROLINA 4-A STATE CHAMPIONS

WHEREAS, the 2025 South Caldwell Lady Spartans Softball Team demonstrated exceptional skill, dedication, and teamwork throughout the season, culminating in their remarkable victory as North Carolina 4-A State Champions; and

WHEREAS, the players, coaches, and support staff exhibited unwavering commitment, overcoming formidable opponents and challenges to earn their well-deserved title; and

WHEREAS, throughout the playoff series, the Lady Spartans showcased outstanding sportsmanship, resilience in high-pressure moments, and respect for their competitors; and

WHEREAS, the championship team has brought immense pride to their school, community, and families, inspiring young athletes and setting a powerful example of excellence and determination; and

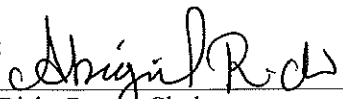
WHEREAS, the accomplishments of the 2025 Lady Spartans Softball Team reflect the values of hard work, perseverance, and unity that we cherish and wish to celebrate.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners hereby officially congratulates the 2025 Lady Spartans Softball Team for clinching the North Carolina 4-A State Softball Championship, acknowledges the extraordinary efforts of Head Coach Casey Justice, other coaching staff, and each team member for their contributions to this historic achievement, and this Board expresses its utmost admiration for the team's competitive spirit and for serving as role models of leadership, integrity, and excellence.

Adopted this the 14 day of July 2025.

Randy T. Church, Chairman

2

Attest: 

Abby Rich, County Clerk

BK 2140 PG 85 - 86 (2)
This document presented and filed:
07/16/2025 11:29:50 AM

Fee $0.00
10108809
Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

16-2025

SETH NAGY CALDWELL COUNTY HEROIC HANDS REPRESENTATIVE

WHEREAS, on August 10, 2024, NCACC President "T" Davis announced his presidential initiative, Heroic Hands; and

WHEREAS, the purpose of this initiative is to honor those in the public service workforce and highlight the value of having a career in public service; and

WHEREAS, each County in North Carolina was tasked with submitting an individual to receive the Heroic Hands recognition; and

WHEREAS, after careful consideration by a committee of non-supervisory employees, Cooperative Extension Director Seth Nagy was selected to represent Caldwell County due to his dedication and service to his community following Hurricane Helene; and

WHEREAS, During a time of distress, Seth remained steadfast in his efforts to assist the farming community recover; and

WHEREAS, Seth's efforts included leading the organization and daily operations of the Hurricane Helene agricultural relief hub at the Caldwell County Fairgrounds, Collaborating with the National Guard to complete successful airdrops of emergency agricultu ral supplies in hard-to-reach areas such as Marshall and Green Mountain North Carolina, working personally with local farmers to secure disaster relief grant funding, obtaining funding for clover to plant in devastated pasturelands to provide food for livestock and prevent further soil loss, and working closely with local, State, and national partners to deliver critical aid to farmers and families in need; and

WHEREAS, in a nomination form submitted by a peer, it was said: "I believe Seth deserves this award because he went above and beyond for his community in a time of crisis. Watching Seth operate during these Hurricane relief efforts was very inspiring. Whether he was coordinating a supply drop or meeting with a farmer who just lost everything, he did it with heart, humility, and laser fo cus on helping people. His commitment to agriculture and rural communities is unwavering, and our County is stronger becaus e of it."

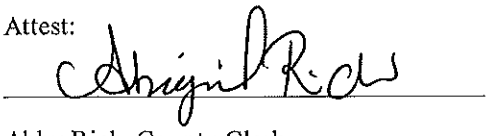
NOW THEREFORE BE IT RESOLVED, the Caldwell County Board of Commissioners recognizes the devotion of Seth Nagy to his community and proudly supports the selection of his peers in choosing him as the Heroic Hands representative for Caldwell County.

Adopted this the 14 day of July 2025.

Randy T. Church, Chairman

2

Attest:



Abby Rich, County Clerk

BK 2140 PG 91 - 91 (1)
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Fee $0.00

10108812

Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

17-2025

RESOLUTION AMENDING FY 2025-2026
BOARD OF ELECTION FEES

WHEREAS, by resolution, the Caldwell County Board of Commissioners can amend the County's schedule of fees adopted each fiscal year; and

WHEREAS, Caldwell County Board of Elections has requested to amend its schedule of fees to include a filing fee of $907.71 for Sheriff and $1,234.88 for Clerk of Court.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners approves the requested amendments to be made to the Fiscal Year 2025-2026 Schedule of Fees.

Adopted this 14 day of July 2025.

Randy T. Church, Chairman

Abigail Rich, County Clerk

BK 2140 PG 89 - 90 (2)
This document presented and filed:
07/16/2025 11:29:52 AM

Fee $0.00
10108811
Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

19-2025

DISPOSAL OF COUNTY-OWNED PROPERTY BY PRIVATE SALE

WHEREAS, Caldwell County owns certain items of personal property that have become surplus for its current needs; and

WHEREAS, North Carolina General Statute 160A-266 permits the County to sell such property by private sale upon authorization by the Board of Commissioners at a regular meeting and notice to the public; and

WHEREAS, the Board of Commissioners is convened in a regular meeting.

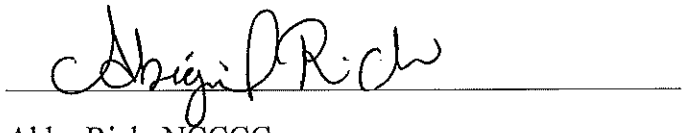
NOW THEREFORE, BE IT RESOLVED the Caldwell County Board of Commissioners authorizes the negotiated sale of a 2019 Ford Explorer, VIN: 1FM5K8AR7KGA28721, for the sum of $4,000 and the County Clerk shall publish a notice summarizing this resolution, and no sale may be executed pursuant to this resolution until at least 10 days after the day the notice is published.

Adopted this the 14 day of July, 2025.

Randy Church, Chairman of the Board
Caldwell County Board of Commissioners ✓✓

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ATTEST:



Abby Rich, NCCCC
County Clerk