Budget Revision # _____

Item No. _____

Board Action Date _____

Caldwell County Board of Commissioners

BUDGET REVISION

Board Meeting _____

Subject: 874 Food & Lodging

Background and explanation for the Budget Revision:

Caldwell County Health Department received an Agreement Addenda in the amount of $7,614. This Agreement Addendum allows for the local health departments environmental health program to implement state-mandated sanitation regulations.

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
10.5111.334506	EH- Food/Lodging	7,614.00	10.5111.426000	Supplies	7,614.00
Total		**7,614.00**	**Total**		**7,614.00**

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 Martin	3.11.24		3/18/24		

Division of Public Health
Agreement Addendum
FY 23-24

Caldwell County Health Department
Local Health Department Legal Name

Environmental Health Section /
Food Protection and Facilities Branch
DPH Section / Branch Name

874 Food and Lodging
Activity Number and Description

Shane Smith (919) 707-5872
shane.smith@dhhs.nc.gov
DPH Program Contact
(name, phone number, and email)

04/01/2024 – 05/31/2024
Service Period

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

05/01/2024 – 06/30/2024
Payment Period

☒ Original Agreement Addendum
☐ Agreement Addendum Revision # ___

I. Background:

In order to fund a portion of local expenditures created by state-mandated Food, Lodging, and Institution (Food and Lodging) sanitation programs and activities, the legislature established a State Inspections, Statistics, and Fees Program within the Environmental Health Section. This program centralizes public health data, invoices regulated facilities, and distributes the funds in accordance with G.S. 130A-248(d). The receipts collected are redistributed to local environmental health programs in the form of aid to counties.

II. Purpose:

The Agreement Addendum allows for the Local Health Department's environmental health program to implement state-mandated sanitation regulations. The funds from this Agreement Addendum are to be used to support local Food and Lodging programs and activities. The disbursement and fund purpose are described under "Regulation of food and lodging establishments" in North Carolina General Statute 130A-248(d) and under "Disbursements of Funds" in North Carolina Administrative Code 15A NCAC 18A .2901.

III. Scope of Work and Deliverables:

The Local Health Department Food and Lodging funds are distributed based on the attached *Food and Lodging Distribution Calculations* spreadsheet. The Local Health Department shall use this funding for food, lodging, and institution sanitation programs and activities.

Assuring consistency and quality of Food and Lodging permitting and inspection activities is essential to effective program implementation. Inconsistency or failure to apply permitting and inspection rules creates liability for the county and the Local Health Department and may lead to a loss of confidence from the public and operators. To provide for consistency and quality within the Food and Lodging

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. August 2021

Program, and as part of this Agreement Addendum, the Local Health Department shall maintain an internal Quality Assurance Plan.

A summary of the previous year's approved Quality Assurance Plan activities (January 1, 2023 - December 31, 2023) must be submitted to the Environmental Health Regional Specialist for review by **April 30, 2024**.

IV. Performance Measures / Reporting Requirements:

1. Performance Measures
   a. The Local Health Department shall ensure funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).
2. Reporting Requirements
   Complete the following report via the Smartsheet dashboard, which can be accessed at https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb.
   a. By May 31, 2024, provide an attestation ensuring that funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).
   b. By April 1, 2024, submit a summary of the previous year's Food Protection Program Quality Assurance Plan activities (January 2023–December 2023) by email to the Environmental Health Regional Specialist.
   c. By April 1, 2024, submit its current Food Protection Program Quality Assurance Plan (January 2024–December 2024) by email to the Environmental Health Regional Specialist.

V. Performance Monitoring and Quality Assurance:

The Food Protection and Facilities Branch will review annual required inspection data submitted electronically to the Environmental Health Inspections Data System to assure required food, lodging, and institution inspections are completed at the frequency required. Failure to complete required inspections will cause the Local Health Department to lose funding.

During program monitoring activities, Environmental Health Regional Specialists may review documentation to verify that the approved Quality Assurance Plan is being implemented.

If the Local Health Department Food and Lodging program is not in compliance with an approved Quality Assurance Plan, a corrective action plan must be submitted via the Smartsheet link above within 30 days, to the Environmental Health Regional Specialist indicating how deficiencies will be addressed.

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
   a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
   b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

874 Food and Lodging Distribution Calculations Spreadsheet FY2023-2024, April 1-May 31, 2024

Co. ID	County	% for FY22-23	1st (1)	2nd (2a)	3rd (2b)	Total
001	ALAMANCE	100%	$750	$34,856	$32,939	$68,545
002	ALEXANDER	98%	$750	$4,576		$5,326
D2	ALLEGHANY	89%	$750	$2,658		$3,408
004	ANSON	93%	$750	$3,635		$4,385
D2	ASHE	90%	$750	$5,766		$6,516
D6	AVERY	3%	$750	$184		$934
007	BEAUFORT	100%	$750	$11,184	$10,569	$22,503
D1	BERTIE	91%	$750	$3,409		$4,159
009	BLADEN	77%	$750	$5,477		$6,227
010	BRUNSWICK	99%	$750	$30,476		$31,226
011	BUNCOMBE	66%	$750	$56,115		$56,865
012	BURKE	36%	$750	$5,238		$5,988
013	CABARRUS	91%	$750	$41,946		$42,696
014	CALDWELL	47%	$750	$6,864		$7,614
D1	CAMDEN	60%	$750	$847		$1,597
016	CARTERET	100%	$750	$22,749	$21,498	$44,997
017	CASWELL	100%	$750	$1,900	$1,796	$4,446
018	CATAWBA	100%	$750	$37,191	$35,145	$73,086
019	CHATHAM	100%	$750	$15,093	$14,263	$30,106
020	CHEROKEE	100%	$750	$7,872	$7,439	$16,061
D1	CHOWAN	81%	$750	$2,990		$3,740
022	CLAY	100%	$750	$2,932	$2,771	$6,453
023	CLEVELAND	73%	$750	$14,070		$14,820
024	COLUMBUS	59%	$750	$7,271		$8,021
025	CRAVEN	99%	$750	$21,285		$22,035
026	CUMBERLAND	31%	$750	$21,476		$22,226
D1	CURRITUCK	58%	$750	$5,133		$5,883
028	DARE	100%	$750	$26,441	$24,986	$52,177
029	DAVIDSON	53%	$750	$14,186		$14,936
030	DAVIE	100%	$750	$7,818	$7,388	$15,956
031	DUPLIN	55%	$750	$6,958		$7,708
032	DURHAM	67%	$750	$51,872		$52,622
033	EDGECOMBE	45%	$750	$4,544		$5,294
034	FORSYTH	97%	$750	$73,045		$73,795
035	FRANKLIN	77%	$750	$7,441		$8,191
036	GASTON	86%	$750	$39,081		$39,831
D1	GATES	52%	$750	$791		$1,541
038	GRAHAM	61%	$750	$1,358		$2,108
D3	GRANVILLE	76%	$750	$7,303		$8,053
040	GREENE	76%	$750	$3,136		$3,886
041	GUILFORD	62%	$750	$68,535		$69,285
042	HALIFAX	100%	$750	$11,890	$11,236	$23,876
043	HARNETT	98%	$750	$16,601		$17,351
044	HAYWOOD	89%	$750	$16,284		$17,034
045	HENDERSON	72%	$750	$21,031		$21,781
D1	HERTFORD	53%	$750	$2,849		$3,599
047	HOKE	91%	$750	$6,423		$7,173
048	HYDE	82%	$750	$2,760		$3,510
049	IREDELL	65%	$750	$23,645		$24,395
050	JACKSON	100%	$750	$14,550	$13,750	$29,050
	Subtotal:		$37,500	$801,735	$183,780	$1,023,015

Co. ID	County	% for FY22-23	1st (1)	2nd (2a)	3rd (2b)	Total
051	JOHNSTON	100%	$750	$44,954	$42,482	$88,186
052	JONES	100%	$750	$1,140	$1,077	$2,967
053	LEE	41%	$750	$5,899		$6,649
054	LENOIR	32%	$750	$4,152		$4,902
055	LINCOLN	80%	$750	$10,902		$11,652
056	MACON	82%	$750	$10,418		$11,168
057	MADISON	27%	$750	$1,129		$1,879
D4	MARTIN	100%	$750	$5,321	$5,028	$11,099
D7	MCDOWELL	100%	$750	$9,393	$8,876	$19,019
060	MECKLENBURG	94%	$750	$246,500		$247,250
D6	MITCHELL	4%	$750	$139		$889
062	MONTGOMERY	98%	$750	$5,108		$5,858
063	MOORE	99%	$750	$25,639		$26,389
064	NASH	77%	$750	$16,388		$17,138
065	NEW HANOVER	94%	$750	$61,599		$62,349
066	NORTHAMPTON	81%	$750	$2,639		$3,389
067	ONSLOW	100%	$750	$34,042	$32,169	$66,961
068	ORANGE	100%	$750	$26,712	$25,243	$52,705
069	PAMLICO	98%	$750	$3,139		$3,889
D1	PASQUOTANK	74%	$750	$7,031		$7,781
071	PENDER	81%	$750	$11,566		$12,316
D1	PERQUIMANS	75%	$750	$2,280		$3,030
073	PERSON	75%	$750	$5,701		$6,451
074	PITT	100%	$750	$37,353	$35,299	$73,402
075	POLK	84%	$750	$5,473		$6,223
076	RANDOLPH	85%	$750	$22,705		$23,455
077	RICHMOND	100%	$750	$9,067	$8,568	$18,385
078	ROBESON	16%	$750	$3,909		$4,659
079	ROCKINGHAM	84%	$750	$14,047		$14,797
080	ROWAN	99%	$750	$25,047		$25,797
D7	RUTHERFORD	100%	$750	$13,465	$12,724	$26,939
082	SAMPSON	75%	$750	$9,121		$9,871
083	SCOTLAND	87%	$750	$5,715		$6,465
084	STANLY	92%	$750	$12,587		$13,337
085	STOKES	76%	$750	$5,818		$6,568
086	SURRY	99%	$750	$18,329		$19,079
087	SWAIN	71%	$750	$5,165		$5,915
088	TRANSYLVANIA	95%	$750	$8,923		$9,673
D4	TYRRELL	100%	$750	$1,140	$1,077	$2,967
090	UNION	100%	$750	$35,725	$33,760	$70,235
D3	VANCE	80%	$750	$7,558		$8,308
092	WAKE	77%	$750	$175,541		$176,291
093	WARREN	32%	$750	$1,216		$1,966
D4	WASHINGTON	100%	$750	$2,606	$2,463	$5,819
D2	WATAUGA	89%	$750	$15,318		$16,068
096	WAYNE	80%	$750	$20,371		$21,121
097	WILKES	100%	$750	$11,782	$11,134	$23,666
098	WILSON	100%	$750	$20,197	$19,086	$40,033
099	YADKIN	93%	$750	$8,735		$9,485
100	YANCEY	73%	$750	$2,378		$3,128
	Subtotal:		$37,500	$1,041,082	$238,986	$1,317,568

	1st (1)	2nd (2a)	3rd (2b)	Total
TOTALS:	$75,000	$1,842,817	$422,766	$2,340,583

D1-Albemarle Regional Health Services	$31,330	Bertie, Camden, Chowan, Currituck, Gates, Hertford, Pasquotank, Perquimans
D2-Appalachian District Health Department	$25,992	Alleghany, Ashe, Watauga
D3-Granville-Vance Health Department	$16,361	Granville, Vance
D4-Martin-Tyrrell-Washington District Health Department	$19,885	Martin, Tyrrell, Washington
D6-Toe River District Health	$1,823	Avery, Mitchell
D7-Foothills Health District	$45,958	McDowell, Rutherford

DPH-Aid-To-Counties **For Fiscal Year: 23/24** **Budgetary Estimate Number : 0**

Activity 874 Service Period Payment Period		AA	131106 2B04752 200SZ00000 04/01-05/31 05/01-06/30	Total Allocated	Proposed Total	New Total
01 Alamance	*	0	68,545	$0.00	68,545	68,545
D1 Albemarle	*	0	31,330	$0.00	31,330	31,330
02 Alexander	*	0	5,326	$0.00	5,326	5,326
04 Anson	*	0	4,385	$0.00	4,385	4,385
D2 Appalachian	*	0	25,992	$0.00	25,992	25,992
07 Beaufort	*	0	22,503	$0.00	22,503	22,503
09 Bladen	*	0	6,227	$0.00	6,227	6,227
10 Brunswick	*	0	31,226	$0.00	31,226	31,226
11 Buncombe	*	0	56,865	$0.00	56,865	56,865
12 Burke	*	0	5,988	$0.00	5,988	5,988
13 Cabarrus	*	0	42,696	$0.00	42,696	42,696
14 Caldwell	*	0	7,614	$0.00	7,614	7,614
16 Carteret	*	0	44,997	$0.00	44,997	44,997
17 Caswell	*	0	4,446	$0.00	4,446	4,446
18 Catawba	*	0	73,086	$0.00	73,086	73,086
19 Chatham	*	0	30,106	$0.00	30,106	30,106
20 Cherokee	*	0	16,061	$0.00	16,061	16,061
22 Clay	*	0	6,453	$0.00	6,453	6,453
23 Cleveland	*	0	14,820	$0.00	14,820	14,820
24 Columbus	*	0	8,021	$0.00	8,021	8,021
25 Craven	*	0	22,035	$0.00	22,035	22,035
26 Cumberland	*	0	22,226	$0.00	22,226	22,226
28 Dare	*	0	52,177	$0.00	52,177	52,177
29 Davidson	*	0	14,936	$0.00	14,936	14,936
30 Davie	*	0	15,956	$0.00	15,956	15,956
31 Duplin	*	0	7,708	$0.00	7,708	7,708
32 Durham	*	0	52,622	$0.00	52,622	52,622
33 Edgecombe	*	0	5,294	$0.00	5,294	5,294
D7 Foothills	*	0	45,958	$0.00	45,958	45,958
34 Forsyth	*	0	73,795	$0.00	73,795	73,795
35 Franklin	*	0	8,191	$0.00	8,191	8,191
36 Gaston	*	0	39,831	$0.00	39,831	39,831
38 Graham	*	0	2,108	$0.00	2,108	2,108
D3 Gran-Vance	*	0	16,361	$0.00	16,361	16,361
40 Greene	*	0	3,886	$0.00	3,886	3,886
41 Guilford	*	0	69,285	$0.00	69,285	69,285
42 Halifax	*	0	23,876	$0.00	23,876	23,876
43 Harnett	*	0	17,351	$0.00	17,351	17,351
44 Haywood	*	0	17,034	$0.00	17,034	17,034
45 Henderson	*	0	21,781	$0.00	21,781	21,781
47 Hoke	*	0	7,173	$0.00	7,173	7,173
48 Hyde	*	0	3,510	$0.00	3,510	3,510
49 Iredell	*	0	24,395	$0.00	24,395	24,395
50 Jackson	*	0	29,050	$0.00	29,050	29,050

51 Johnston	*	0	88,186	$0.00	88,186	88,186
52 Jones	*	0	2,967	$0.00	2,967	2,967
53 Lee	*	0	6,649	$0.00	6,649	6,649
54 Lenoir	*	0	4,902	$0.00	4,902	4,902
55 Lincoln	*	0	11,652	$0.00	11,652	11,652
56 Macon	*	0	11,168	$0.00	11,168	11,168
57 Madison	*	0	1,879	$0.00	1,879	1,879
D4 M-T-W	*	0	19,885	$0.00	19,885	19,885
60 Mecklenburg	*	0	247,250	$0.00	247,250	247,250
62 Montgomery	*	0	5,858	$0.00	5,858	5,858
63 Moore	*	0	26,389	$0.00	26,389	26,389
64 Nash	*	0	17,138	$0.00	17,138	17,138
65 New Hanover	*	0	62,349	$0.00	62,349	62,349
66 Northampton	*	0	3,389	$0.00	3,389	3,389
67 Onslow	*	0	66,961	$0.00	66,961	66,961
68 Orange	*	0	52,705	$0.00	52,705	52,705
69 Pamlico	*	0	3,889	$0.00	3,889	3,889
71 Pender	*	0	12,316	$0.00	12,316	12,316
73 Person	*	0	6,451	$0.00	6,451	6,451
74 Pitt	*	0	73,402	$0.00	73,402	73,402
75 Polk	*	0	6,223	$0.00	6,223	6,223
76 Randolph	*	0	23,455	$0.00	23,455	23,455
77 Richmond	*	0	18,385	$0.00	18,385	18,385
78 Robeson	*	0	4,659	$0.00	4,659	4,659
79 Rockingham	*	0	14,797	$0.00	14,797	14,797
80 Rowan	*	0	25,797	$0.00	25,797	25,797
82 Sampson	*	0	9,871	$0.00	9,871	9,871
83 Scotland	*	0	6,465	$0.00	6,465	6,465
84 Stanly	*	0	13,337	$0.00	13,337	13,337
85 Stokes	*	0	6,568	$0.00	6,568	6,568
86 Surry	*	0	19,079	$0.00	19,079	19,079
87 Swain	*	0	5,915	$0.00	5,915	5,915
D6 Toe River	*	0	1,823	$0.00	1,823	1,823
88 Transylvania	*	0	9,673	$0.00	9,673	9,673
90 Union	*	0	70,235	$0.00	70,235	70,235
92 Wake	*	0	176,291	$0.00	176,291	176,291
93 Warren	*	0	1,966	$0.00	1,966	1,966
96 Wayne	*	0	21,121	$0.00	21,121	21,121
97 Wilkes	*	0	23,666	$0.00	23,666	23,666
98 Wilson	*	0	40,033	$0.00	40,033	40,033
99 Yadkin	*	0	9,485	$0.00	9,485	9,485
00 Yancey	*	0	3,128	$0.00	3,128	3,128
Totals			2,340,583	0	2,340,583	2,340,583

Sign and Date - DPH Program Administrator DocuSigned by: Shane Smith A3EE496CB0F147A... 02/28/24 | 3:47 PM EST	Sign and Date - DPH Section Chief DocuSigned by: Larry Michael BE3FD889D7104BD... 02/28/24 | 3:48 PM EST
Sign and Date - DPH Budget Office – ATC Coordinator Sarah Griffin 2/28/2024	Sign and Date - DPH Budget Officer S. Rosfeld 2/29/2024

AG 2/29/2024