

**FORSYTH COUNTY**  
**BOARD OF COMMISSIONERS**

**BRIEFING  
DRAFT**

MEETING DATE: NOVEMBER 12, 2020 AGENDA ITEM NUMBER: 6

**SUBJECT: AMENDMENT TO THE FY 2020-2021 BUDGET ORDINANCE TO INCREASE REVENUES AND APPROPRIATIONS FOR THE FORSYTH COUNTY DEPARTMENT OF PUBLIC HEALTH FOR WOMEN, INFANTS AND CHILDREN (WIC) FUNDING FROM THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:**

**SUMMARY OF INFORMATION:**

This Budget Ordinance Amendment creates an appropriation for the Forsyth County Department of Public Health arising from additional funding from the North Carolina Department of Health and Human Services. Pursuant to North Carolina Division of Public Health Agreement Addendum, the Forsyth County Department of Public Health will receive additional funds of \$53,959. These funds are to be used to enhance and adapt influenza activities and to implement innovative local solutions to achieve increased vaccination coverage during the COVID-19 pandemic.

ATTACHMENTS:  yes  no

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
COUNTYMANAGER

**FORSYTH COUNTY, NORTH CAROLINA  
AMENDMENT TO  
2020-2021 BUDGET ORDINANCE**

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**FROM: BUDGET & MANAGEMENT**

**MEETING DATE:** November 12, 2020

**EXPLANATION:**

This Budget Ordinance Amendment creates an appropriation for the Forsyth County Department of Public Health arising from additional funding from the North Carolina Department of Health and Human Services. Pursuant to North Carolina Division of Public Health Agreement Addendum, the Forsyth County Department of Public Health will receive additional funds of \$53,959. These funds are to be used to enhance and adapt influenza activities and to implement innovative local solutions to achieve increased vaccination coverage during the COVID-19 pandemic.

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BE IT ORDAINED BY THE FORSYTH COUNTY BOARD OF COMMISSIONERS THAT THE FISCAL YEAR 2020-2021 BUDGET ORDINANCE IS HEREBY AMENDED AS FOLLOWS:

INCREASE: SECTION 1. REVENUES.  
GENERAL FUND  
INTERGOVERNMENTAL \$53,959

INCREASE: SECTION 2. APPROPRIATIONS.  
GENERAL FUND  
PUBLIC HEALTH \$53,959

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NATURE OF TRANSACTION:  
 Additional Revenue Available  
 Transfer within Accounts of  
Same fund  
 Other:

APPROVED BY BOARD OF COUNTY  
COMMISSIONERS AND ENTERED ON  
MINUTES DATED \_\_\_\_\_  
AGENDA ITEM NUMBER \_\_\_\_\_

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# Division of Public Health Agreement Addendum FY 20-21

Forsyth County Department of Public Health  
**Local Health Department Legal Name**

715 Immunization Action Plan  
**Activity Number and Description**

06/01/2020 – 05/31/2021  
**Service Period**

07/01/2020 – 06/30/2021  
**Payment Period**

**Original Agreement Addendum**  
 **Agreement Addendum Revision # 1**

Women's and Children's Health Section /  
Immunization

**DPH Section / Branch Name**

Misheema Morrissey, 919-707-5556  
Misheema.morrissey@dhhs.nc.gov

**DPH Program Contact**  
(name, phone number, and email)

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

**I. Background:**

*This Agreement Addendum Revision #1 adds the following paragraph:*

As part of the "Paycheck Protection Program and Health Care Enhancements Act," North Carolina received additional funding to support program enhanced needs. During the COVID-19 pandemic, reducing the overall burden of respiratory illnesses is important to protect vulnerable populations at risk for severe illness, the healthcare system, and other critical infrastructure. Due to the importance of influenza vaccine coverage during the 2020-2021 season during the COVID-19 pandemic, additional funding will be awarded to Local Health Departments to enhance and/or develop new influenza activities and outreach.

**II. Purpose:**

This Agreement Addendum Revision #1 provides additional funding to the Local Health Department (LHD) to enhance and adapt influenza activities and to implement innovative local solutions to achieve increased vaccination coverage during the COVID-19 pandemic. The LHD shall emphasize improving flu coverage in individuals with known vaccination coverage disparities and those who are at higher risk from complications from flu and COVID-19 disease.

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

*This Agreement Addendum Revision #1 adds Subparagraphs j. and k. to Paragraph 1. Immunization Service Delivery, as follows:*

- j. Identify groups and subgroups within the priority populations and develop and implement innovative strategies to improve flu vaccine delivery.

  
Health Director Signature (use blue ink)

10/5/2020  
Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Glenda Daney</u> Phone number with area code: <u>336-703-3198</u> Email address: <u>daneygl@forsyth.cc</u>
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- k. Conduct outreach in the community by coordinating off-site vaccine clinics and adapt vaccination procedures to maintain COVID-19 protective measures to ensure the safety of individuals receiving immunization services. Offsite vaccine outreach clinics should target at risk populations, with a focus in certain settings (i.e., healthcare employee worksites, long term care facilities (LTCFs), homeless shelters, migrant farm worksites, essential employee worksites, etc.).

*This Agreement Addendum Revision #1 adds Subparagraph d. to Paragraph 3. Education and Outreach, as follows:*

- d. Develop new partnerships and enhance existing community partnerships to promote flu vaccination and disseminate information within priority populations. Partnerships could include a variety of community- and faith-based organizations to reach at-risk populations, such as churches, barber shops, community health centers, refugee serving organizations, homeless shelters, jails/prisons, meat processing plants, and migrant farms.

*This Agreement Addendum Revision #1 adds Paragraph 5, as follows:*

**5. Supplemental Influenza Immunization Activities Due to COVID-19 Pandemic**

The LHD shall complete Attachments C and D with the signed Agreement Addendum Revision #1.

- a. Attachment C is the Budget Statement. It should list the expected expenses by category, including the dollar amount and a brief justification.
- b. Attachment D is the Services Statement. It should:
  - i. Explain, in detail, how this funding will be used to develop and implement innovative local solutions to increase flu vaccine coverage in the context of the COVID-19 pandemic.
  - ii. Include information on how the LHD will implement its innovative mass immunization services within the community.
  - iii. State how the services are adapted both to include COVID-19 safety measures and to prioritize those populations who experience barriers to getting the flu vaccine and are at an increased risk of complications from influenza, such as historically marginalized populations. Examples include:
    - Mobile vaccine clinics or “strike teams” that travel to hard-to-reach communities to provide flu vaccines
    - Drive-through or curbside vaccination clinics
    - Pop-up flu clinics at various community settings, such as COVID-19 testing sites, school nutrition sites, construction sites, migrant farm worksites, processing plants, churches, parking lots
    - Immunization clinics to reach long-term care facilities, prisons, homeless shelters, or other community organizations.
  - iv. Include a description of enhanced outreach activities to reach the priority populations, with a focus on hard-to-reach and historically marginalized populations, and how community partners are to be included in the outreach.

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

*This Agreement Addendum Revision #1 replaces the second sentence in this Section with the following:*

To continue making progress towards the Healthy People goals for State Fiscal Year 2021, and to enhance influenza vaccination coverage as a critical part of COVID-19 response work, the Local Health Department shall:

*This Agreement Addendum Revision #1 adds Paragraph 3, as follows:*

3. Ensure that 100% of all flu vaccine administered as part of the enhanced influenza coverage work is entered into the NCIR and that supporting documentation is retained.

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

No change.

**VI. Funding Guidelines or Restrictions:**

*This Agreement Addendum Revision #1 adds Paragraph 7, as follows:*

7. LHDs must submit their planned expenditures by completing Attachment C, including the dollar amount for each budget category and budget justification statement.

Attachment C

**Budget Statement — FY 2020-2021 Planned Use of Federal Immunization Program Funds**

Provide this Budget Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment C with the signed Agreement Addendum Revision #2.

Instructions: Include list of expected expenses related to enhance influenza coverage activities, including the dollar amount and a brief justification.

<b>Object Class Category / Expenses Funding Codes</b> <b>Enhanced Influenza Coverage: 1331-631B-EJ</b>	<b>Amount</b>	<b>Budget Item Justification Statement</b>
Personnel (Salary / Wages)	\$53,959	Salary for 0.25 FTE RN to provide vaccinations, 0.25 FTE for a health educator, 0.25 FTE for an Interpreter to provide immunization in the community.
Fringe		
Travel		
Equipment		
Supplies		
Other / Miscellaneous		

**Attachment D****Services Statement — FY 2020-2021 Planned Use of Federal Immunization Program Funds**

Provide this Services Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment D with the signed Agreement Addendum Revision #2. Use additional pages as needed.

- i. Explain, in detail, how this funding will be used to develop and implement innovative local solutions to increase flu vaccine coverage in the context of the COVID-19 pandemic.

Plan to provide flu vaccines at COVID-19 community testing events that will rotate in several locations within priority zip codes representing historically marginalized communities and include a variety of day/evening and weekday/weekend options. This includes homeless shelters, community health centers, and Community based organizations that provide services to individuals who are refugees, and uninsured.

- ii. Include information on how the LHD will implement its innovative mass immunization services within the community.

A flu team consisting of an RN, Health educator, an interpreter will be utilized to provide immunizations in the community at these events. Information regarding the availability of flu shots will be added to the existing media for these events.

- iii. State how the services are adapted both to include COVID-19 safety measures and to prioritize those populations who experience barriers to getting the flu vaccine and are at an increased risk of complications from influenza, such as historically marginalized populations.

Services will be provided in a drive thru manner. Individuals will be provided immunizations in their vehicle, or at a station covered with a tent if they are not in a car. All staff will wear the appropriate PPE based on the services they are providing and individuals will be provided a mask if they do not have one. Individual packets will be made to use with each immunization that include gloves, an alcohol swab, band aids, and cotton balls to prevent cross contamination.

- iv. Include a description of enhanced outreach activities to reach the priority populations, with a focus on hard-to-reach and historically marginalized populations, and how community partners are to be included in the outreach.

Continuous assessment of days/hours of highest utilization/need will be assessed and adjustments of event hours will be made accordingly to ensure outreach activities to reach priority populations. Community Partners will have the opportunity to schedule flu vaccinations at their locations if they serve hard to reach and historically marginalized populations.