

## REQUEST FOR BOARD ACTION

### HENDERSON COUNTY BOARD OF COMMISSIONERS

**MEETING DATE:** February 4, 2019

**SUBJECT:** Memorandum of Understanding

**PRESENTER:** Dr. Terry Kelley, Director, Cooperative Extension

**ATTACHMENTS:** Yes  
(1) MOU Henderson County Hospital Corporation, Fiscal Agent Healthy People  
Healthy Carolinas Henderson County Grant

#### **SUMMARY OF REQUEST:**

Henderson County Cooperative Extension has conducted programs for several years at Dana Elementary School with kindergarten through fourth grades. These programs, Color Me Healthy and Steps to Health, have annually had a very positive impact on the eating habits and nutritional knowledge of children as well as the parents in what is considered an economically challenged community.

Due to a change in agent responsibilities, Cooperative Extension's FCS agent is no longer able to offer that program. However, since the need still exists, Mrs. Clark with Dana Elementary has requested that we find a way to re-start this valuable program and Cooperative Extension hopes to extend it to other schools.

Fortunately, NC State University has offered to provide half of the funding for a position to continue this program and Henderson County Hospital Corporation is in position to utilize funds from the Healthy People Healthy Carolinas grant it administers to pay for the other half.

Goals for this child and adult nutrition position are to re-start the discontinued Color Me Healthy and Steps to Health programs at Dana, explore the feasibility of expanding the programs to additional schools, provide expanded food and nutrition education to adults and families in community settings, as well as to help develop a community-wide effort to engage the local faith community through the Faithful Families food and nutrition education program. All of these programs are evidence based and are aligned with the Henderson County Partnership for Health's work on the Henderson County Health Priority, "Obesity". The proposed Memorandum of Understanding would allow the county to accept the grant funds and pay them to NC State University along with the monthly payroll as outlined in the current MOU between NC State and Henderson County.

This initiative is fully funded by NC State University and the Henderson County Hospital Corporation. No County dollars will be requested or required to fund the project.

#### **BOARD ACTION REQUESTED:**

Accept the Memorandum of Understanding with Henderson County Hospital Corporation Fiscal Agent Healthy People Healthy Carolinas Henderson County Grant.

#### **Suggested Motion:**

*I move to accept the Memorandum of Understanding with Henderson County Hospital Corporation and direct staff to move forward per this agreement.*

**Memorandum of Understanding between Henderson County and Henderson County Hospital Corporation to Direct Grant Funds from Henderson County Hospital Corporation as fiscal agent for Healthy People Healthy Carolinas Grant Funds to NC State University through the Payroll Process Outlined in the Current MOU between Henderson County and NC State University**

**I. Purpose:** The purpose of this Memorandum of Understanding (MOU) is to allow Henderson County to accept grant funds administered by Henderson County Hospital Corporation as fiscal agent for Healthy People Healthy Carolinas in order to fund 50% of a Child and Adult Nutrition position in the Henderson County Cooperative Extension Office. Henderson County would then allocate these funds to NC State through the payroll agreement currently in place within the existing MOU between Henderson County and NC State University. NC State University has committed to provide the other half of the funding necessary to fund this position.

**II. Background:** North Carolina ranks fifth nationally in childhood obesity. In Henderson County, almost 37% of children 2-18 are obese. This generation is at risk of becoming the first in history to have a shorter life span than their parents. Henderson County Cooperative Extension (HCCE) has provided nutritional programs at Dana Elementary school for several years. These programs, Steps to Health for grades 1-3, and Color Me Healthy for kindergarten, has provided instruction and hands-on training for these children on the nutritional benefits of healthy eating as well as on how to grow and prepare fruits and vegetables. Data from these classes have shown an overwhelming change in the attitudes and behavior of these students as well as their parents in regard to healthy eating and nutrition. Dana is in an economically challenged area and nutritional programs such as these are vital to the healthy development of these children. Further, HCCE has provided Faithful Families programs through faith-based initiatives to reach other economically challenged audiences regarding food and nutrition. Unfortunately, when the HCCE Family and Consumer Science Agent duties were changed from a District Agent to responsibilities for Henderson and Transylvania Counties, her ability to continue these programs was eliminated.

Due to the continued demand for the school-based programs as expressed by Mrs. Clark and others at Dana Elementary, the need for expanded food and nutrition education to adults and families in community settings, and the potential of a faith-based community health improvement initiative, HCCE has sought ways to develop these important and impactful programs. NC State has committed to funding 50% of a Child and Adult Nutrition Program Assistant, if the other 50% of funding could be secured. Henderson County Hospital Corporation answered the call to fund the other 50% of the position by committing to utilize funds from the Healthy People Healthy Carolinas grant it administers.

All of these programs are evidence based and the proposed position and programs are supported by the Henderson County Partnership for Health as well as being aligned with the Partnership's work on the Henderson County Health Priority, "Obesity".

**III. Collaboration goals:** The partners acknowledge and agree that their collaborative goals for this position include:

- a. Re-starting the Steps to Health and Color Me Healthy programs at Dana Elementary, including exploring the feasibility of expanding the programs to additional schools;
- b. Providing expanded food and nutrition education to adults and families in community settings;
- c. Developing a community-wide effort to engage the local faith community through the Faithful Families food and nutrition education program;
- d. Demonstration of impact of these programs on the behavior, habits and attitudes of participants.

- IV. Responsibilities of the Parties:** The Parties acknowledge and agree to the following responsibilities in order to attain the foregoing collaboration goals:
- a. So long as grant funds are available, Henderson County Hospital Corporation as fiscal agent for Healthy People Health Carolinas grant funds, will convey 1/24 of the total compensational package of the Child and Adult Nutrition Program Assistant to Henderson County monthly.
  - b. Henderson County will convey these funds to NC State University through the normal payroll channels outlined in the current MOU between Henderson County and NC State University regarding Cooperative Extension. These funds will then be used to pay 50% of the salary and benefits of the Child and Adult Nutrition Program Assistant referenced above with NC State University providing the other 50%. The position will be housed at HCCE and will be an employee of NC State University.
- IV. Principal Contacts:** The principal contacts for the Parties are:
- Dr. W. Terry Kelley  
Director, Cooperative Extension Henderson County  
100 Jackson Park Road Hendersonville, NC 28792  
[wtkelley@ncsu.edu](mailto:wtkelley@ncsu.edu)  
(828) 697-4891 (office)
- Milton Butterworth  
Healthy People Healthy Carolinas Grant Manager  
c/o Fiscal Agent: Henderson County Hospital Corporation  
800 N. Justice Street  
Hendersonville, NC 28791  
[Milton.Butterworthiii@unchealth.unc.edu](mailto:Milton.Butterworthiii@unchealth.unc.edu)  
(828) 233-2705 (office)
- V. Limitations:**
- a. This MOU does not create an obligation for funding or budgeting for continuation of the proposed position. All responsibilities of the Parties are subject to the availability of funds.
  - b. This MOU does not create any right or benefit, substantive or procedural, enforceable by law or equity by persons who are not a Party to this agreement against Henderson County Hospital Corporation as fiscal agent for Healthy People Healthy Carolinas grant funds, Henderson County, or their partners. This MOU does not apply to any person not directly associated with a Party.
- VI. Commencement/Duration/Modification/Termination:** This MOU takes effect when signed by all Parties and will remain in effect until either Party terminates the MOU by providing written notice to the other. This MOU may be extended or modified at any time per the mutual written consent of the Parties. Upon receipt of the termination notice, all Parties will take all reasonable actions to cancel outstanding commitments and limit financial expenditures related to the work described in this MOU.
- VII. Financial Provisions:** All commitments made by Henderson County and Henderson County Hospital Corporation as fiscal agent for Healthy People Healthy Carolinas grant funds in this MOU are subject to the availability of funds. Nothing in this MOU, in and of itself, obligates either Party to expend funds or to enter into any contract or incur financial obligations that would be inconsistent with either Party's budget priorities.

**VIII. Compliance with Laws:** The Parties will observe all applicable laws and regulations during the execution of the work described in this MOU. The Parties agree and acknowledge that all parties to this transaction are regulated by the federal and state laws and regulations governing governmental and nonprofit corporations as applicable. Neither Party shall engage in any transaction that is illegal or fraudulent.

**Approval:** This MOU takes effect upon the date of the last signature below.

**FOR HENDERSON COUNTY:**

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William Terry Kelley, Director  
Henderson County Cooperative Extension

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Date

**FOR HEALTHY PEOPLE HEALTHY CAROLINAS FISCAL AGENT:**

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Johnna S. Reed, CAO  
Henderson County Hospital Corporation as fiscal  
Agent for Healthy People Healthy Carolinas  
Grant Funds

\_\_\_\_\_  
Date