



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: December 20, 2021
Subject: Grant Request – JFO #3081

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

JFO #3081 – Eighteen (18) limited-service positions to the VT Department of Health to support immunization strategies and planning, and staff to administer vaccines and provide follow-up for series completion. Funded through supplemental funds to an existing Centers for Disease Control and Prevention core Immunization Grant. Positions funded through 6/30/2024.

Requested positions are listed below:

Public Health Analyst I – 1 position
Health Services Training & Technical Assistance Specialist – 1 position
Health Equity Team Lead – 1 position
Nurse Program Coordinator – 1 position
Communications/Media Coordinator – 1 position
Public Health Nurse – 13 positions

[Received December 16, 2021]

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by January 10, 2021, we will assume that you agree to consider as final the Governor's acceptance of this request.



Department of Health
Office of the Commissioner
108 Cherry Street – PO Box 70
Burlington, VT 05402-0070
HealthVermont.gov

[phone] 802-863-7280

Agency of Human Services

MEMORANDUM


October 26, 2021

TO: Michael K. Smith, Secretary of Human Services

FR: Mark A. Levine, MD, Commissioner of Health

A handwritten signature in blue ink, appearing to read "Mark A. Levine".

RE: Immunization Grant Supplement 3 and 4 Funded Position Request

Please find enclosed a request for 18 limited-service positions required to support two supplemental funding awards. Immunization Grant Supplement 3 requests 2 positions: Health Services Training and Technical Assistance Specialist and Public Health Analyst I. Immunization Grant Supplement 4 requests 16 positions: Health Equity Team Lead, Nurse Program Coordinator I, Communications/Media Coordinator and 13 Public Health Nurses. 

This supplemental funding will be used to support and strengthen critical immunization planning and implementation requirements and activities to ensure effective and efficient COVID-19 vaccination for Supplement 3 activities; and strategies that ensure greater health equity and access to COVID-19 vaccination by those disproportionately affected by COVID-19 for Supplement 4 activities.

These positions are essential to the management of this new funding to promote and maximize the strategies necessary to mitigate deaths during this pandemic.

These positions will be funded through supplemental awards to our core Immunization Grant.

After review and approval by your office, please forward to DHR Classification for review.

Thank you in advance for your favorable consideration of this request.



**STATE OF VERMONT
Joint Fiscal Committee Review
Limited Service - Grant Funded
Position Request Form**

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: **Human Services – Vermont Department of Health** Date: **October 26, 2021**

Name and Phone (of the person completing this request): **Anna Swenson 652-2043**

Request is for:

Positions funded and attached to a new grant

Positions funded and attached to an existing grant approved by JFO #: Unknown

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

Department of Health & Human Services, Centers for Disease Control and Prevention, Immunization Cooperative Agreements (CFDA 93.268)

2. List below titles, number of positions in each title, program area, and limited service end date :

Title of Positions Requested	# of Positions	Division	Grant Funding Period
Public Health Analyst I – <i>Supplement 3</i>	1	Health Surveillance	6/30/2024
Health Services Training & Technical Assistance Specialist – <i>Supplement 3</i>	1	Health Surveillance	6/30/2024
Health Equity Team Lead – <i>Supplement 4</i>	1	Health Surveillance	6/30/2024
Nurse Program Coordinator I – <i>Supplement 4</i>	1	Health Surveillance	6/30/2024
Communications/Media Coordinator – <i>Supplement 4</i>	1	Health Surveillance	6/30/2024
Public Health Nurse – <i>Supplement 4</i>	13	Health Surveillance	6/30/2024

3. Justification for this request as an essential grant program need:

The Immunization Supplement 3 funding will be used to support and strengthen critical immunization planning and implementation requirements and activities to ensure effective and efficient COVID-19 vaccination. These positions are essential to the management of this new funding to promote and maximize the strategies to mitigate deaths during this pandemic. The requested positions are required to accomplish the following:

- Support for vaccine clinics for the recommended population
- Training providers and partners on the appropriate storage and handling of vaccine
- Equipping health care providers to discuss the vaccine and administer it to patients
- Ensuring adequate clinic staff availability
- Ensuring systems can track vaccines administered and provide recall tracking and notification to complete vaccine series

The Immunization Supplement 4 will be used to support strategies that ensure greater health equity and access to COVID-19 vaccination by those disproportionately affected by COVID-19. The requested positions are essential to the management of this new funding to promote and maximize the strategies necessary to mitigate deaths during this pandemic. The requested positions are required for the purpose of addressing health disparities by outreach to include:

- Communities experiencing low COVID-19 vaccine confidence
- Communities experiencing barriers to accessing COVID-19 vaccination services such as geographical or health system
- Communities where COVID-19 mitigation measures have not been widely adopted

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).


DocuSigned by:
11/15/2021
11/2/2021

 Signature of Agency or Department Head Date

Digitally signed by Aimee Pope
 Date: 2021.11.15 12:35:06 -05'00'


Approved/Denied by Department of Human Resources Date

Adam Greshin
 Digitally signed by Adam Greshin
 Date: 2021.11.30 14:08:45 -05'00'

Approved/Denied by Finance and Management Date

Douglas Farnham
 Digitally signed by Douglas Farnham
 Date: 2021.11.30 15:34:50 -05'00'

Approved/Denied by Secretary of Administration Date


 12/14/21
 Date

Approved/Denied by Governor (required as amended by 2019 Leg. Session)

Comments:

DHR – 08/12/2019

DocuSigned by:

 11/19/2021
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**Request for Classification Action
New or Vacant Positions
EXISTING Job Class/Title ONLY
Position Description Form C/Notice of Action
For Department of Personnel Use Only**

Notice of Action # _____		Date Received (Stamp)
Action Taken: _____		
New Job Title _____		
Current Class Code _____	New Class Code _____	
Current Pay Grade _____	New Pay Grade _____	
Current Mgt Level _____ B/U _____ OT Cat. _____	EEO Cat. _____ FLSA _____	
New Mgt Level _____ B/U _____ OT Cat. _____	EEO Cat. _____ FLSA _____	
Classification Analyst _____	Date _____	Effective Date: _____
Comments:		Date Processed: _____
Willis Rating/Components:	Knowledge & Skills: _____	Mental Demands: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

Position Information:

Check the type of request (new or vacant position) and complete the appropriate section.

Vacant Position:

- a. Position Number:
- b. Date position became vacant:
- c. Current Job/Class Code: _____ Current Job/Class Title: _____
- d. REQUIRED: Requested Job Code: **028000** Requested Job Title: **Public Health Analyst**
- e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes No

For All Requests:

1. List the anticipated job duties and expectations; include all major job duties:

Assesses health data needs and data gaps, evaluates the quality of existing data, and integrates existing data to ensure its usefulness for decision-making. Identifies and develops studies needed to monitor health status and major health problems, and evaluates the effectiveness of critical policies and programs. Assists communities in assessing health needs and planning health improvements. Analyzes the nature of diseases, examine disease patterns, risk factors, treatment modalities, and other factors affecting communities or population groups. Assesses impacts of factors on public health and recommends intervention strategies and

priorities. Monitors effectiveness of intervention in terms of health status outcomes and cost of service. Selects statistical and epidemiological methods for analysis of data. Develops and maintains interagency liaisons to establish effective statistical systems. Assists in the development and implementation of program evaluation criteria, techniques, and data needs. Prepares educational information on diseases, risk factors, and supporting data. Provides consultation to health care providers on interpretation of data. Coordinates among users and providers of data to develop disease specific surveillance systems and monitors their effectiveness. Prepares data files and manipulates datasets to create queries. Responds to data requests from internal and external organizations.

2. Provide a brief justification/explanation of this request:

The pandemic has highlighted the need for additional staff dedicated to data analysis specific to Covid-19 immunization. This position will be imbedded within the Health Surveillance division but fully dedicated to partnering with the Immunization Program and focused on Immunization Registry. The position will be funded by a Federal Grant to the IZ program. <https://www.cdc.gov/vaccines/covid-19/reporting/requirements/index.html>

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well).

Personnel Administrator's Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes No

5. The name and title of the person who completed this form:

6. Who should be contacted if there are questions about this position (provide name and phone number):

7. How many other positions are allocated to the requested class title in the department:

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.)

Attachments:

- Organizational charts are **required** and must indicate where the position reports.
- For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.
- Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

DocuSigned by:
Trishia Brooks
577C7EA868504E3

10/11/2021

Personnel Administrator's Signature (required)*

Date

Denise Kall

Supervisor's Signature **(required)***

10/11/2021

Date

Paul
Daley

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Paul Daley
Date: 2021.10.19
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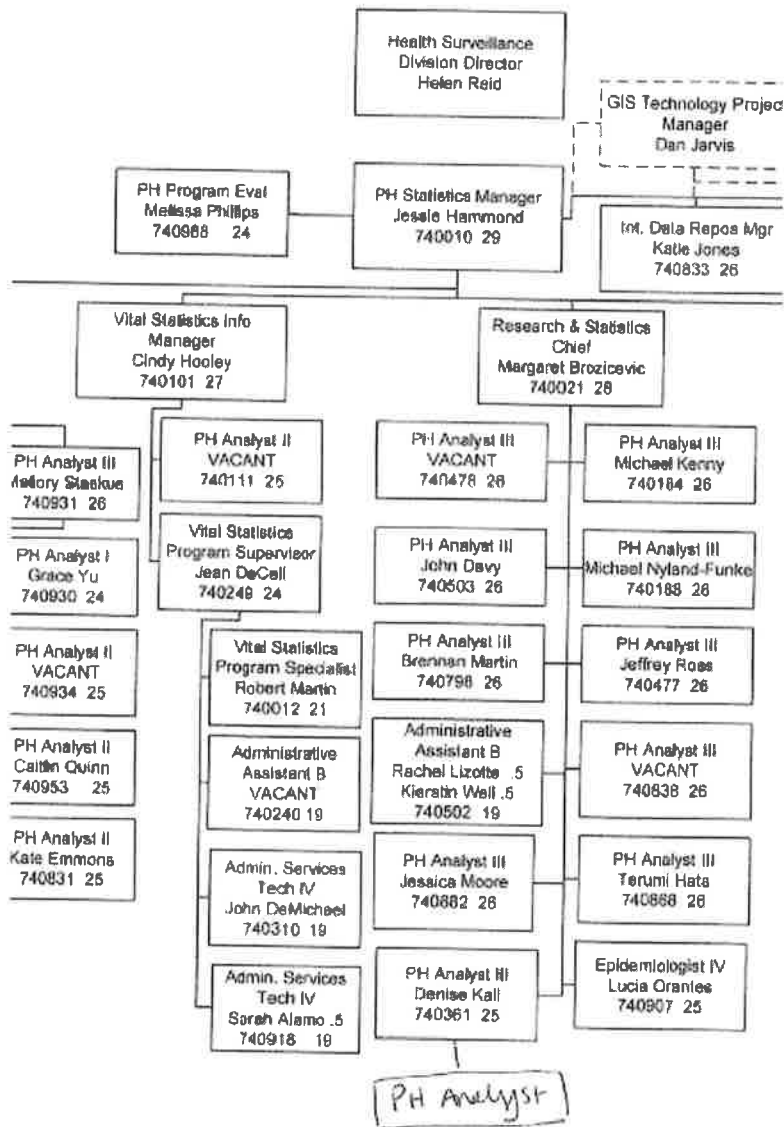
Appointing Authority or Authorized Representative Signature **(required)***

Date

* Note: Attach additional information or comments if appropriate.

Division of Health Surveillance – Public Health

9/1/2021



Request for Classification Action
New or Vacant Positions
EXISTING Job Class/Title ONLY
Position Description Form C/Notice of Action
For Department of Personnel Use Only

Notice of Action # _____		Date Received (Stamp)
Action Taken: _____		
New Job Title _____		
Current Class Code _____	New Class Code _____	
Current Pay Grade _____	New Pay Grade _____	
Current Mgt Level _____ B/U _____ OT Cat. _____	EEO Cat. _____	FLSA _____
New Mgt Level _____ B/U _____ OT Cat. _____	EEO Cat. _____	FLSA _____
Classification Analyst _____	Date _____	Effective Date: _____
Comments:		Date Processed: _____
Willis Rating/Components:	Knowledge & Skills: _____	Mental Demands: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

Position Information:

Check the type of request (new or vacant position) and complete the appropriate section.

- Vacant Position:**
- a. Position Number:
 - b. Date position became vacant:
 - c. Current Job/Class Code: _____ Current Job/Class Title: _____
 - d. **REQUIRED:** Requested Job Code: **444800** Requested Job Title: **Health Services Training and Technical Assistance Specialist**
 - e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes No

For All Requests:

1. List the anticipated job duties and expectations; include all major job duties:
This position would provide support for all temperature excursions where state supplied vaccine is located.
The position will:
 - Gather data on temperature excursions
 - Track and document temperature excursions using Excel
 - Contact all vaccine manufacturers to obtain vaccine viability

- Communicate with practices to resolve temperature excursions and inform about vaccine viability
- Provide recommendations to practices on maintaining temperatures in acceptable ranges
- Review and provide input on updates needed on temperature excursion protocols
- Communicate with other IZ staff members on the status of temperature excursions as needed

In addition to temperature excursion management this position will provide over the phone technical support to practices with both SensoScientific and LogTag Analyzer temperature monitoring systems. Technical support and training include:

- Provide guidance on how to use the data logger (start, download, clear and connect a LogTag data logger)
- Provide training and quick guides when requested or needed; education on how to handle error messages on the data loggers
- Track and manage the distribution of LogTag data loggers
- Organize and track the data logger recalibration process
- Provide training and technical advice on how to:
 - o Reconnect the SensoScientific data loggers to the network
 - o Replacing the batteries
 - o Restarting the SensoScientific data loggers
 - o Determine when to escalate to Senso IT support
- Track Senso devices being replaced or repaired
- Ensure providers have the necessary supplies for ongoing use of the data loggers (e.g mailing to practices)

2. Provide a brief justification/explanation of this request:

The Vermont Immunization Program supplies vaccine to over 200 health care practices. It is a CDC requirement that the State implement continuous read temperature monitoring in vaccine storage units. This position will manage the data logger/temperature excursion program. In 2020, the Immunization Program responded to over 500 temperature excursions. Current staffing levels do not meet this need.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well). N/A

Personnel Administrator's Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes No

5. The name and title of the person who completed this form: Monica Ogelby

6. Who should be contacted if there are questions about this position (provide name and phone number):

Monica Ogelby (802) 652-4185

7. How many other positions are allocated to the requested class title in the department: 3

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.) N/A

Attachments:

- Organizational charts are **required** and must indicate where the position reports.
- For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.
- Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

DocuSigned by:

Trisia Brooks

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Personnel Administrator's Signature **(required)***

10/11/2021

Date

Monica Ogelby

Supervisor's Signature **(required)***

10/11/2021

Date

**Paul
Daley**

Digitally signed by
Paul Daley
Date: 2021.10.19
13:03:25 -04'00'

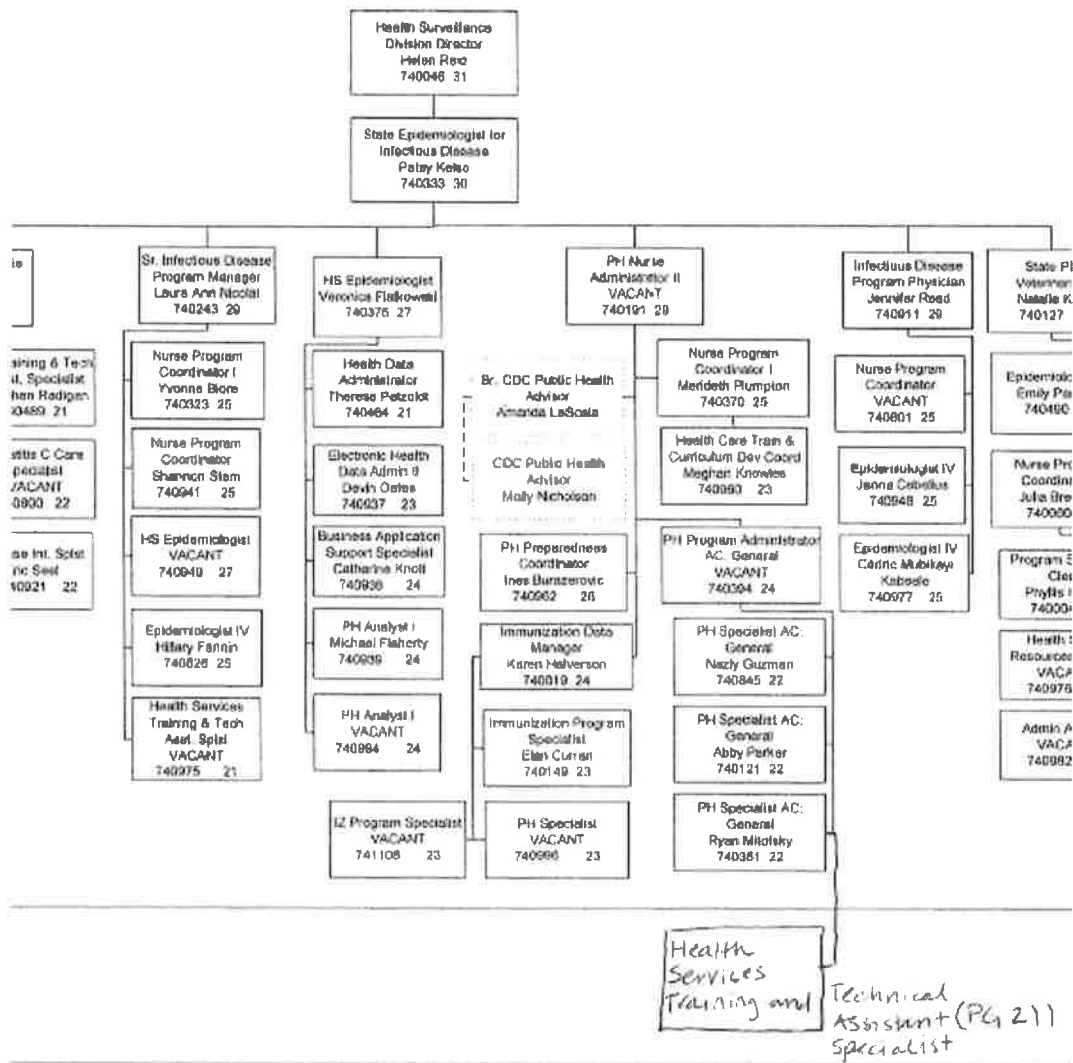
Appointing Authority or Authorized Representative Signature **(required)***

Date

* Note: Attach additional information or comments if appropriate.

Division of Health Surveillance – Infectious Disease

9/1/2021



**Request for Classification Action
New or Vacant Positions
EXISTING Job Class/Title ONLY
Position Description Form C/Notice of Action
For Department of Personnel Use Only**

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Current Class Code _____	New Class Code _____	
Current Pay Grade _____	New Pay Grade _____	
Current Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____		
New Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____		
Classification Analyst _____	Date _____	Effective Date: _____
Comments:		Date Processed: _____
Willis Rating/Components:	Knowledge & Skills: _____	Mental Demands: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

Position Information:

Check the type of request (new or vacant position) and complete the appropriate section.

- Vacant Position:**
 - a. Position Number:
 - b. Date position became vacant:
 - c. Current Job/Class Code: _____ Current Job/Class Title: _____
 - d. **REQUIRED:** Requested Job Code: **444904** Requested Job Title: **Health Equity Team Lead**
 - e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes No

For All Requests:

1. List the anticipated job duties and expectations; include all major job duties:

The Immunization Health Equity Coordinator, in partnership with the Immunization Program Manager and program staff, engages partners across the state and enhances immunization strategies. It is the role of the IZ Health Equity Coordinator to help improve the effectiveness of IZ program work in communities where systems and institutions have created injustice and oppression. The IZ Health Equity Coordinator contributes to and supports the work of partners across the Division, the Department, communities, and the state to promote a fair and just opportunity for all Vermonters to be healthy and live in healthy communities.

Approaches

- Community/family voices represented in planning processes
- Address root causes of systemic inequities

Buckets of work:

1. Workforce development

- Training, in coordination with central HECE team

2. Department and division-level planning

- Leads efforts to establish department-wide plans, policies, and procedures to ensure that departmental programs and activities effectively identify health disparities and inequities in order to create opportunities for health for all Vermonters.
- Represents the department to a variety of local, state, and national organizations concerned with promoting health equity; promote the department's plans, policies, and procedures to the public
- Advances department-wide understanding and compliance with the federal Culturally and Linguistically Appropriate Services in Health and Healthcare (CLAS) Standards
- Serves a primary point of contact on health equity in emergency response activities (e.g., community engagement, communications, prevention, and epidemiology)

3. Program-specific work

- HE assessments in all programs and identification of gaps
- Develop recommendations/program-level workplans
- Support the development of program-specific advisory groups/task teams
- Support IZ Leadership and staff in building and maintaining relationships with key stakeholders from each community
- Advocate that health supports and services offered to the public are: available, accessible, affordable, coordinated, culturally appropriate, and offered with cultural humility
- Support public health communications response efforts by creating and disseminating prevention and containment information in plain language, taking into account the first languages and social-cultural norms of the audience
- Support data collection, analysis, and reporting that is transparent, credible, and brings attention to health disparities

4. Funding/Business Ops

- Advise on granting processes (how we fund/who we fund)
- Advise on business processes

2. Provide a brief justification/explanation of this request: A Health Equity Team Lead position is one of four positions required as part of the Immunization COVID-19 supplemental funding awards. Additionally, the prioritization of health equity and accessible access to healthcare and information is a

priority of the Vermont Department of Health and this position will collaborate closely with other similar positions hired throughout the Department funded through a separate funding source.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well).

Personnel Administrator's Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes No

5. The name and title of the person who completed this form: Ogelby

6. Who should be contacted if there are questions about this position (provide name and phone number):
 Ogelby (802) 652-4185

7. How many other positions are allocated to the requested class title in the department:

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.)

Attachments:

Organizational charts are **required** and must indicate where the position reports.

For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.

Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

DocuSigned by:
Trishia Brooks
577C7FA88504E3

10/11/2021

Personnel Administrator's Signature (required)*

Date

Monica Ogelby

10/11/2021

Supervisor's Signature (required)*

Date

Paul Daley

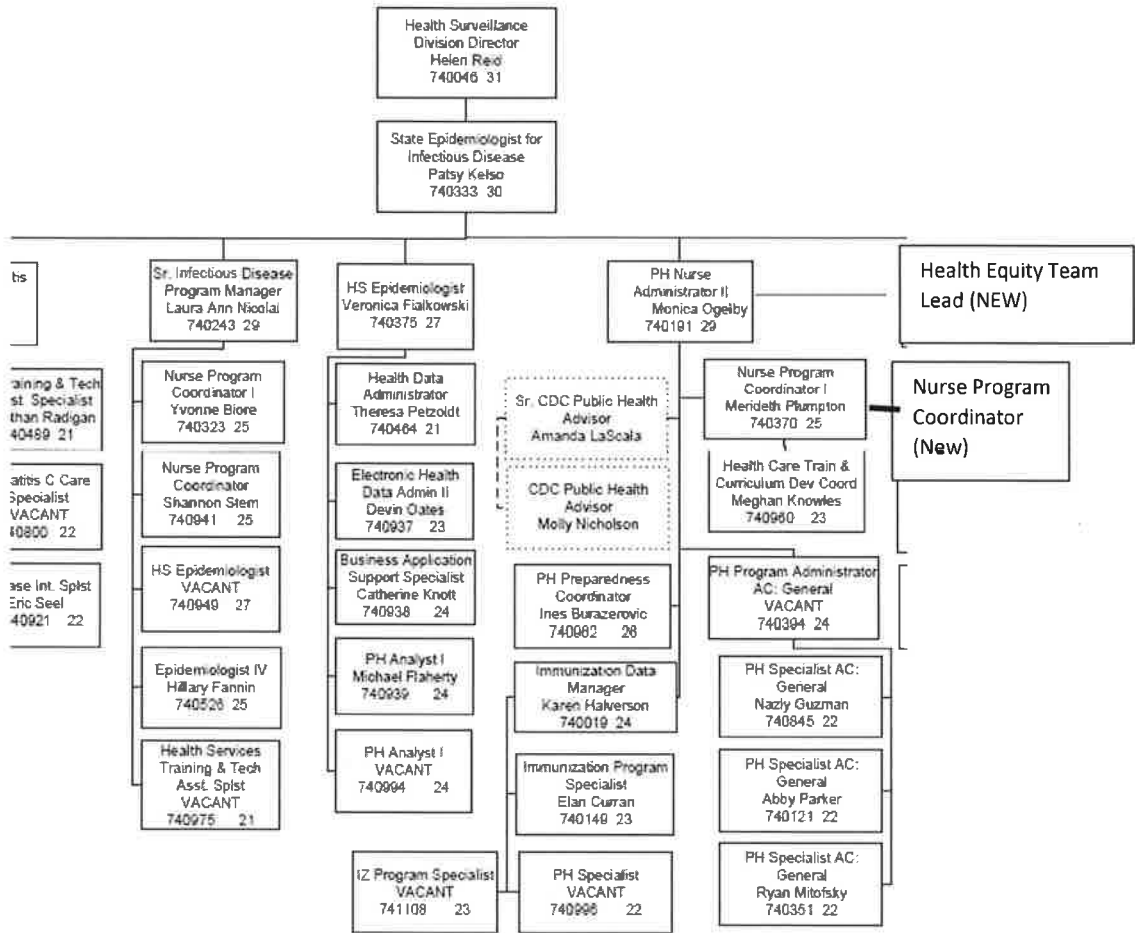
Digitally signed by
Paul Daley
Date: 2021.10.19
13:30:32 -04'00'

Appointing Authority or Authorized Representative Signature (required)*

Date

Division of Health Surveillance – Infectious Disease

9/1/2021



**Request for Classification Action
New or Vacant Positions
EXISTING Job Class/Title ONLY
Position Description Form C/Notice of Action
For Department of Personnel Use Only**

Notice of Action # _____		Date Received (Stamp)
Action Taken: _____		
New Job Title _____		
Current Class Code _____	New Class Code _____	
Current Pay Grade _____	New Pay Grade _____	
Current Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____		
New Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____		
Classification Analyst _____	Date _____	Effective Date: _____
Comments:		Date Processed: _____
Willis Rating/Components:	Knowledge & Skills: _____	Mental Demands: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

Position Information:

Check the type of request (new or vacant position) and complete the appropriate section.

- Vacant Position:**
- a. Position Number:
 - b. Date position became vacant:
 - c. Current Job/Class Code: _____ Current Job/Class Title: _____
 - d. REQUIRED: Requested Job Code: **000087** Requested Job Title: **Nurse Program Coordinator I**
 - e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes No

For All Requests:

1. List the anticipated job duties and expectations; include all major job duties:

The Adult Immunization Coordinator will:

- Expand the current adult vaccine program in Vermont by working with the 12 OLH immunization designees to support education and QI for adult vaccines within PCP offices across the state
- Develop and provide educational sessions about adult vaccines to the immunization designees to share with PCP offices in their area
- Develop an Adult Immunization Quality Improvement program

- o Analyze adult vaccination coverage rates and target offices with lower rates for Quality Improvement projects
- Participate on the health equity team on how to target adults in BIPOC groups for COVID/ Flu and all regular adult vaccinations
- Coordinate with DAIL on building connections with LTCF for adult vaccination education within facilities. Education and recommendations are applicable for staff and residents.
- Coordinate with the Department of Corrections to support vaccination efforts of incarcerated persons
- Develop materials targeted towards adult vaccine providers with the training and education coordinator

2. Provide a brief justification/explanation of this request:

An Adult Immunization Coordinator position is required as part of the Immunization COVID-19 supplemental funding awards; however, the Immunization Program has needed this position for a long time. Growing the adult immunization program needs a full-time staff member dedicated to ensuring success.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well). N/A

Personnel Administrator's Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes No

5. The name and title of the person who completed this form: Monica Ogelby

6. Who should be contacted if there are questions about this position (provide name and phone number): Monica Ogelby
(802) 652-4185

7. How many other positions are allocated to the requested class title in the department: 11

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.) N/A

Attachments:

Organizational charts are **required** and must indicate where the position reports.

For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.

Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

DocuSigned by:

Trishia Brooks

577C7FA8085D4E3

10/11/2021

Personnel Administrator's Signature (required)*

Date

Merideth Plumpton

10/11/2021

Supervisor's Signature **(required)***

Date

Digitally signed by
Paul Daley
Paul Daley
Date: 2021.10.19
13:27:24 -04'00'

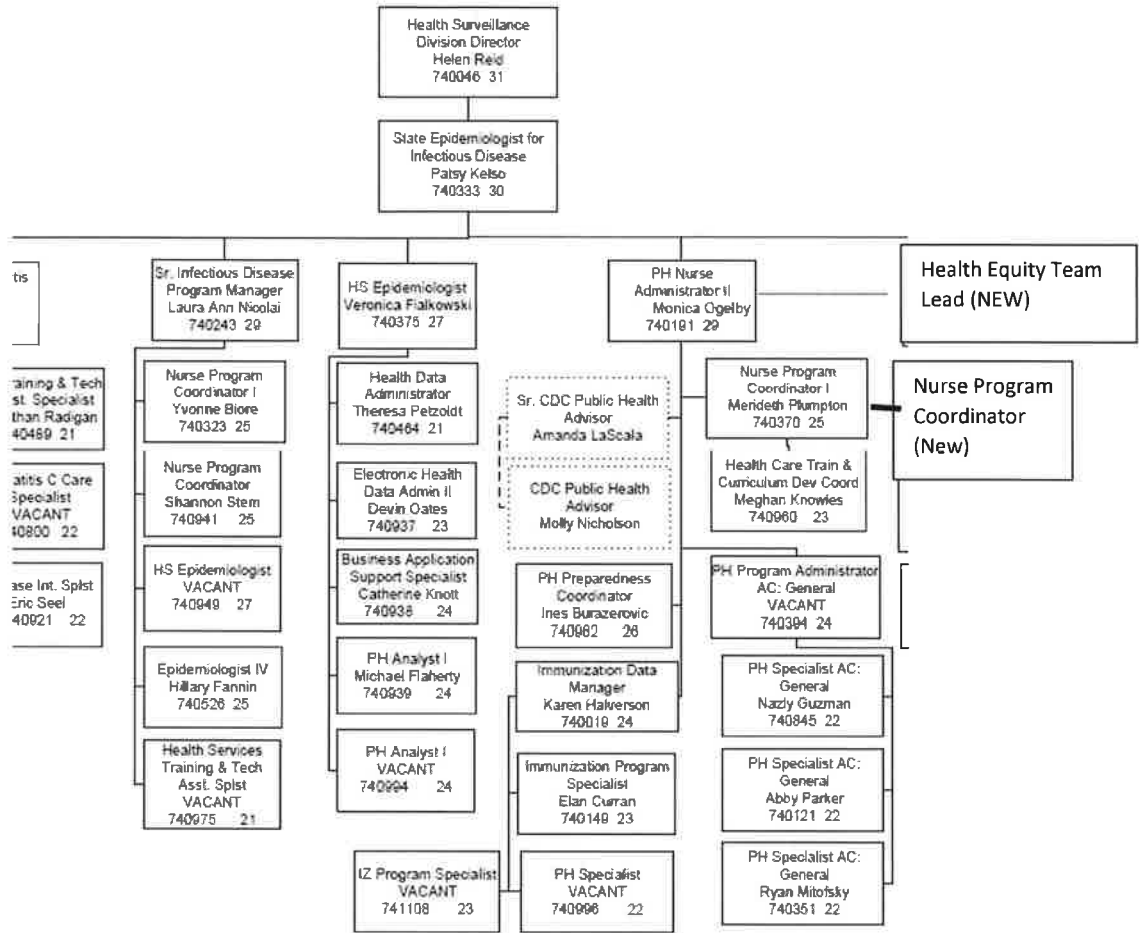
Appointing Authority or Authorized Representative Signature **(required)***

Date

* Note: Attach additional information or comments if appropriate.

Division of Health Surveillance – Infectious Disease

9/1/2021



**Request for Classification Action
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Comments:		Date Processed: _____
Willis Rating/Components:	Knowledge & Skills: _____	Mental Demands: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

Position Information:

Check the type of request (new or vacant position) and complete the appropriate section.

- Vacant Position:**
 - a. Position Number:
 - b. Date position became vacant:
 - c. Current Job/Class Code: _____ Current Job/Class Title: _____
 - d. **REQUIRED:** Requested Job Code: **125000** Requested Job Title: **Communications/Media Coordinator**
 - e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes No

For All Requests:

1. List the anticipated job duties and expectations; include all major job duties:
The Communications and Media Coordinator will provide ongoing communications support to the Immunization Program to promote vaccine confidence and work to understand and proactively address trends in vaccine knowledge and misinformation. The person in this role will be a member of the Health Surveillance Communications Team, reporting to the Health Surveillance Information Director.

Responsibilities will include developing and distributing vaccine insights reports based on media monitoring and social listening, development of digital communications strategies to support vaccine confidence, and more. In addition to being a part of the Health Surveillance Communications Team, the person in this role will work closely with key Immunization Program staff, the Health Department’s central Communication Office, and the growing Health Equity team.

2. Provide a brief justification/explanation of this request:

During the COVID-19 response, the Department recognized the need to integrate health equity into public communications components of Vermont’s pandemic response. As required by COVID Immunization supplemental funding this request to hire a full-time statewide Health Communicator to provide ongoing communications support to the Immunization Program to promote vaccine confidence and work to understand and proactively address trends in vaccine knowledge and misinformation.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well).

Personnel Administrator’s Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes No

5. The name and title of the person who completed this form:

6. Who should be contacted if there are questions about this position (provide name and phone number):

7. How many other positions are allocated to the requested class title in the department:

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor’s management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.)

Attachments:

- Organizational charts are **required** and must indicate where the position reports.
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DocuSigned by:
Tristia Brooks
57C7FA8685D4E3

10/11/2021

Personnel Administrator’s Signature (required)*

Date

Position Currently Vacant

Supervisor's Signature (required)*

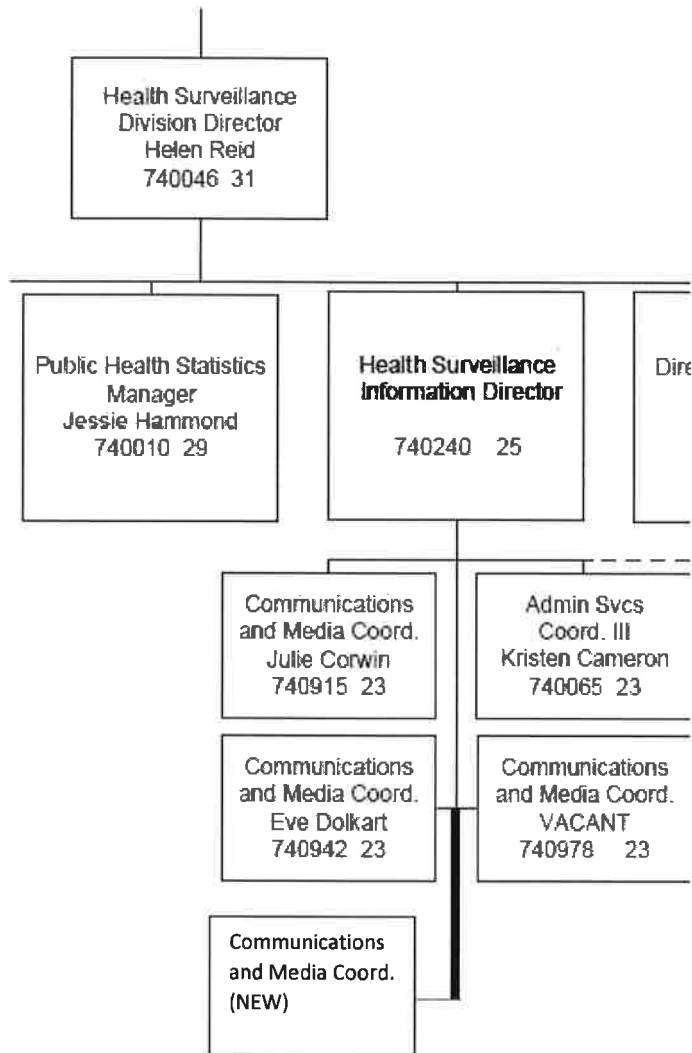
Date

Paul Daley
Digitally signed by Paul Daley
Date: 2021.10.19 14:18:03 -04'00'

Date

Appointing Authority or Authorized Representative Signature (required)*

* Note: Attach additional information or comments if appropriate.



**Request for Classification Action
New or Vacant Positions
EXISTING Job Class/Title ONLY
Position Description Form C/Notice of Action
For Department of Personnel Use Only**

Notice of Action # _____		Date Received (Stamp)
Action Taken: _____		
New Job Title _____		
Current Class Code _____	New Class Code _____	
Current Pay Grade _____	New Pay Grade _____	
Current Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____		
New Mgt Level _____ B/U _____ OT Cat. _____ EEO Cat. _____ FLSA _____		
Classification Analyst _____	Date _____	Effective Date: _____
Comments:		Date Processed: _____
Willis Rating/Components:	Knowledge & Skills: _____	Mental Demands: _____
	Working Conditions: _____	Accountability: _____
	Total: _____	

Position Information:

Check the type of request (new or vacant position) and complete the appropriate section.

Vacant Position:

- a. Position Number:
- b. Date position became vacant:
- c. Current Job/Class Code: _____ Current Job/Class Title: _____
- d. REQUIRED: Requested Job Code: **000030** Requested Job Title: **Public Health Nurse I**
- e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes No

For All Requests:

- 1. List the anticipated job duties and expectations; include all major job duties:

Major Job Duty (1): Promotes and practices the principles and standards of public health and public health nursing

Performance Expectations:

- Adhere to the professional Standards of Nursing and Public Health Practice including requirements for Registered Nurses in the State of Vermont, Scope and Standards of Public Health Nursing Practice and the American Nurses Association's Code of Ethics.
- Acts in accordance with State, Department and program rules, regulations, policies and procedures.
- Demonstrate proficiency in public health nursing skills as applicable. Skills include but are not limited to assessment of populations and communities, immunization practices and infectious disease prevention, the assessment, coordination and referral of health services and health promotion and prevention education.
- Represents the Vermont Department of Health in the community and clearly articulates the mission, vision and strategic plan professionally.
- Demonstrate a commitment to professional development and critical thinking to assure competence in public health and nursing.
- Understands and participates in the public health process at all levels of prevention within the ecological framework.

Major Job Duty (2): Promotes and protects the health of populations using knowledge from nursing, social, and public health sciences

Performance Expectations:

- Perform core public health functions and deliver public health essential services to individuals, families and groups in a culturally responsive way.
- Identify current and potential public health risks based on knowledge of determinants of health, analysis of data, knowledge of department initiatives, program policies and community resources.
- Implement public health nursing interventions that are aligned with Health Department priorities and patient's best outcomes in a variety of settings as needed.
- Advocate for the needs of all populations, with specific consideration to cultural, social, and behavioral factors.
- Provide education and referral information and actively participate in the improvement of coordination of services as needed.
- Utilize appropriate computer and information technologies for the systematic collection, analysis/interpretation, and dissemination of data.
- Monitor potential and emerging changes within the community which may impact the health status of the population.

Major Job Duty (3): Develops and maintains internal and external communication, collaboration and partnerships to further the Department of Health's Vision and Mission

Performance Expectations:

- Demonstrates individual responsibility to jointly develop and maintain communication among the district office team, consulting with and advising the nursing supervisor and district director as appropriate.
- Participates, initiates and leads Department or program quality improvement projects.
- Engages with Health Department programs and leadership to collaborate on identifying and addressing public health issues.
- Actively engages in communication and effective collaboration with community partners to assure provision of care for individuals and populations including participation on committees and coalitions to assure health planning that is population-based and focused on primary prevention.

Major Job Duty (4): Educates and communicates effectively with others regarding health issues

Performance Expectations:

- Demonstrate competence with written and oral communication and presentation skills with individuals, groups, health care providers and other service and community partners.
- Demonstrate cultural, social and behavioral competency by interacting sensitively and professionally with persons from diverse backgrounds and considering social determinants of health and cultural diversity.
- Communicates with others in an unbiased manner, recognizing that the health/illness experience is related to individual perceptions and/or community perceptions, beliefs, and/or practices.
- Educate, consult with and counsel individuals, families and groups regarding health issues within the context of Department programs and policies.

Major Job Duty (5): Demonstrate a commitment to Emergency Readiness and Response

Performance Expectations:

- Attend assigned trainings, exercises and other educational programs related to emergency readiness and response.
- Articulates and follows the chain of command in the event of a public health disasters or emergency.
- Prepare for and articulate public health's role in emergency response; have a personal readiness plan in place for unexpected emergencies.
- Keep current with knowledge of emerging and existing emergency response topics related to protecting the health of populations and communities.
- Responds as indicated and directed in the event of a public health related emergency.

Major Job Duty (6): Promote health equity

Performance Expectations:

- Provide culturally and linguistically appropriate services.
- Participate in assigned trainings and other educational activities related to health equity.
- Participate in activities related to health equity to improve the health of Vermonters.

Contribute to the elimination of health disparities among Vermonters.

2. Provide a brief justification/explanation of this request:

By imbedding a Public Health Nurse in each district office, whose primary role is to focus on Immunization, most notably Covid vaccination, the program will be able to achieve the grant objectives, namely:

- Require that local health departments identify additional programs within the department to plan and implement tailored outreach and use of mobile clinics to increase COVID-19 vaccination in sub-groups within racial and ethnic populations (e.g., HIV, nutrition programs such as WIC, rural health, etc.).
- Provide subject-matter expertise during community events promoting and/or educating about COVID-19 vaccination in racial and ethnic population sub-groups. Examples of community events include townhalls, round-tables, and Q/A sessions.
- Engage in existing community outreach activities and collaborate and/or contract with local Community Health Workers, immunization coalitions, and patient navigators to improve education and outreach to prioritized communities of focus. Please note, these efforts should complement other existing Federally-funded efforts.

Additionally, district office nurses and staff are now stretched well beyond capacity to perform both what's require of them to support the community during the pandemic, and continue critical non-Covid related work. The addition of these positions would greatly alleviate existing workforce burden and stress, while also allowing space for other critical functions to resume.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well). N/A

Personnel Administrator's Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes No

5. The name and title of the person who completed this form: Monica Ogelby

6. Who should be contacted if there are questions about this position (provide name and phone number):
Monica Ogelby (802) 652-4185

7. How many other positions are allocated to the requested class title in the department: 6

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.) This request is for 13 positions within this job class. See attached list for DeptID and supervisor.

Attachments:

Organizational charts are **required** and must indicate where the position reports.

For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.

Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

DocuSigned by:
Trishia Brooks
E37C75A8885D4E3

Personnel Administrator's Signature (**required**)*

10/11/2021

Date

Allison Reagan

Supervisor's Signature (**required**)*

10/11/2021

Date

Digitally signed by Paul
Daley
Date: 2021.10.20
10:42:23 -04'00'

Appointing Authority or Authorized Representative Signature (**required**)*

Date

* Note: Attach additional information or comments if appropriate.

OLH IZ Public Health Nurse Positions – Covid 4 Supplemental Funding 10/11/21

District	Dept ID	Reports to	Supervisor
Barre	3420021502	740089	Tanya Crawford-Stempel
Bennington	3420021503	740169	(vacant)
Burlington	3420021504	740832	Dana Ward
Burlington	3420021504	740832	Dana Ward
Brattleboro	3420021505	740337	Tarina Cozza
Middlebury	3420021506	740331	Jeffrey Heath
Morrisville	3420021507	740116	Rhonda Desrochers
Newport	3420021508	740070	Christine Connor
Rutland	3420021509	740295	Elizabeth Pelletier
Springfield	3420021510	740540	Christopher Pont
St. Albans	3420021511	740296	Destiny Cadieux
St. Johnsbury	3420021512	740084	(vacant)
WRJ	3420021513	740232	Wanda King

Budget Narrative**A. Personnel****\$4,718,047**

Title	Months	Number People	FTE	Annual Salary	Requested Salary
Public Health Preparedness Coordinator	40	1	1	\$57,970	\$193,233
Healthcare Training & Curriculum Development Coordinator	42	1	1	\$51,542	\$180,397
Public Health Specialist: School Immunization Coordinator	40	1	1	\$55,037	\$183,457
Medical Logistician: Vaccine Depot Manager	40	1	1	\$61,859	\$206,197
Healthcare Training & Curriculum Development Coordinator – Temperature Monitoring (Health Services Training & Technical Assistance Specialist)	40	1	1	\$58,323	\$194,410
Public Health Analyst I	40	1	1	\$61,859	\$206,197
Immunization Program Specialist: Vaccine Ordering and Inventory Management	40	1	1	\$55,037	\$183,457
Healthcare Training & Curriculum Development Coordinator: Immunization Registry	40	1	1	\$58,323	\$194,410
Immunization Registry Business Application Technical Lead	40	1	1	\$69,784	\$232,613
Vaccine Planning & Implementation Staff	12	30	Varied	\$52,709	\$1,233,439
Vaccine Clinic Staff	12-24	59	Varied	\$46,974	\$1,710,237
					\$4,718,047

B. Fringe Benefits**\$ 2,359,023**

The actual cost of fringe benefits (not a fringe benefit rate) will be reported as a direct cost of the program. The actual cost of fringe benefits varies from employee to employee based on salary, employee choice of health care plan, and employee election of certain other benefits. The usual, major components of this cost are FICA, retirement, and a portion of the actual costs of the medical, dental and life insurance coverage selected by the employee. The cost of each employee's fringe benefits will be allocated to the program based on hours worked in the program relative to all hours worked by the employee. Based on the current cost of fringe benefits for employees working in this program, we are estimating the cost of these fringe benefits at 50% of salary.

Budget Narrative: Immunization COVID-19 Supplement 3

Vermont Department of Health

C. Travel		\$23,386
In-State Travel		
\$3,898 per month x 6 months		
D. Equipment		\$0.00
E. Supplies		\$302,494
Laptops	\$96,328	
Folding Chairs	\$8,550	
Folding Chair Stack Carts	\$9,956	
Transportation Chairs	\$3,690	
Adult Manual Resuscitators	\$450	
Deluxe Plastic A Frames	\$14,520	
Medical & Lab Supplies	\$169,000	
F. Other		\$11,379,150
Homebound Vaccination Services	\$8,400,000	
Enhancements to the Event Registration Application software	\$203,850	
Expansion of existing Vaccine Reminder Messaging	\$158,400	
Implementation of Bi-directional Data Exchange	\$334,400	
Implementation of Electronic System	\$625,000	
Community & Agency Partners	\$500,000	
Web based training development, assessment and tracking software	\$7,500	
State of Vermont Agency Partner	\$400,000	
Community Based Organization grants	\$750,000	
G. Contractual		\$1,200,000
Communications & Marketing – TBD –	\$900,000	
Contractor will support an agile, interactive, multi-channel communications campaign that promotes communication strategies informed by health & behavior change principles to amplify COVID-19 vaccination education to include possible misinformation & increase vaccine confidence and uptake.		
Cultural Brokers Program –	\$230,000	

<p>Contractor will conduct education and care management to Vermont’s New American communities, assisting with access to COVID-19 testing and vaccination, and connecting communities to resources to access essential needs. Contractor will assist with supporting contact tracing interviews and providing public health guidance to individuals affected by COVID-19, as engaged by the Department. Contractor will provide consultation to the Department on culturally sensitive, culturally appropriate and trauma-informed interviewing and messaging appropriate to targeted communities and COVID-19 impact on refugee/immigrant communities.</p>		
<p>Office Environment – Funding to support space configuration for new staff.</p>	\$70,000	
<p>H. Indirect Charges</p>		\$4,529,332
<p>The Vermont Department of Health uses a Cost Allocation Plan, not an indirect rate. The Vermont Department of Health is a department of the Vermont Agency of Human Services, a public assistance agency, which uses a Cost Allocation Plan in lieu of an indirect rate agreement as authorized by OMB Circular A-87, Attachment D. This Cost Allocation Plan was approved by the US Department of Health and Human Services effective October 1, 1987. The Cost Allocation Plan summarizes actual, allowable costs incurred in the operation of the program. These costs include items which are often shown as direct costs, such as telephone and general office supply expenses, as well as items which are often included in an indirect rate, such as the cost of office space and administrative salaries. These costs are allocated to the program based on the salaries and wages paid in the program. Because these are actual costs, unlike an Indirect Cost Rate, these costs will vary from quarter to quarter and cannot be fixed as a rate. Based on costs allocated to similar programs during recent quarters, we would currently estimate these allocated costs at 100% of the direct salary line item.</p>		
<p>I. Total</p>		\$24,511,432

Budget Narrative**A. Personnel****\$3,199,759**

Title	Months	Annual Salary	Requested Salary
Health Equity Coordinator	33	\$74,834	\$205,794
Adult Immunization Coordinator	33	\$80,909	\$222,500
Health Educator (Public Health Nurse Burlington)	33	\$55,889	\$153,695
Health Communications Coordinator	33	\$58,744	\$161,546
Public Health Nurse (Barre)	30	\$107,956	\$269,890
Public Health Nurse (Bennington)	30	\$93,218	\$233,045
Public Health Nurse (Burlington)	30	\$66,696	\$166,740
Public Health Nurse (Brattleboro)	30	\$77,330	\$193,325
Public Health Nurse (Middlebury)	30	\$72,439	\$181,098
Public Health Nurse (Morrisville)	30	\$104,298	\$260,745
Public Health Nurse (Newport)	30	\$61,447	\$153,618
Public Health Nurse (Rutland)	30	\$63,505	\$158,763
Public Health Nurse (Springfield)	30	\$98,556	\$246,390
Public Health Nurse (St. Albans)	30	\$80,909	\$202,273
Public Health Nurse (St. Johnsbury)	30	\$67,959	\$169,898
Public Health Nurse (White River Jct)	30	\$88,177	\$220,443
			\$3,199,759

B. Fringe Benefits**\$ 1,599,880**

The actual cost of fringe benefits (not a fringe benefit rate) will be reported as a direct cost of the program. The actual cost of fringe benefits varies from employee to employee based on salary, employee choice of health care plan, and employee election of certain other benefits. The usual, major components of this cost are FICA, retirement, and a portion of the actual costs of the medical, dental and life insurance coverage selected by the employee. The cost of each employee's fringe benefits will be allocated to the program based on hours worked in the program relative to all hours worked by the employee. Based on the current cost of fringe benefits for employees working in this program, we are estimating the cost of these fringe benefits at 50% of salary.

C. Travel		\$18,144
In-State Travel	\$18,144	
D. Equipment		\$0.00
E. Supplies		\$20,000
Laptops	\$20,000	
F. Other		\$4,275,000
Grants to Community Based Organizations (CBO) Clinics and Outreach	\$2,000,000	
Grants to Community Based Organizations (CBO) Communication Development	\$1,000,000	
Vermont Coalition for Clinics for the Uninsured (staff)	\$450,000	
Adult Quality Improvement Application	\$375,000	
Expansion of Health Care Provider vaccination clinics	\$450,000	
G. Contractual		\$2,068,110
Translational Services -- All vaccine services provided and materials are conveyed in an accurate manner and are culturally-appropriate.	\$250,000	
Marketing and Media, Vaccine Confidence – To expand vaccine marketing campaign to increase specific and targeted messages to groups identified as under-represented and with low vaccination coverage; develop a mass media digital communications strategy to support vaccine confidence community partners and develop at least two statewide outreach campaigns to support vaccine confidence in key Vermont communities.	\$1,358,110	
Provider training – Funding to support Health Care Provider training and integration with AAP/AAFP Vermont Child Health Improvement Program	\$300,000	
Office Environment -- Funding to support space configuration for new staff.	\$160,000	
H. Indirect Charges		\$3,198,540

<p>The Vermont Department of Health uses a Cost Allocation Plan, not an indirect rate. The Vermont Department of Health is a department of the Vermont Agency of Human Services, a public assistance agency, which uses a Cost Allocation Plan in lieu of an indirect rate agreement as authorized by OMB Circular A-87, Attachment D. This Cost Allocation Plan was approved by the US Department of Health and Human Services effective October 1, 1987. The Cost Allocation Plan summarizes actual, allowable costs incurred in the operation of the program. These costs include items which are often shown as direct costs, such as telephone and general office supply expenses, as well as items which are often included in an indirect rate, such as the cost of office space and administrative salaries. These costs are allocated to the program based on the salaries and wages paid in the program. Because these are actual costs, unlike an Indirect Cost Rate, these costs will vary from quarter to quarter and cannot be fixed as a rate. Based on costs allocated to similar programs during recent quarters, we would currently estimate these allocated costs at 100% of the direct salary line item.</p>		
I. Total		\$14,379,433



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH23IP922615-02-03
FAIN# NH23IP922615
Federal Award Date: 01/15/2021

Recipient Information

1. Recipient Name

Human Services, Vermont Agency Of
108 Cherry St
Burlington, VT 05401-4295
[No Phone Record]-DUP2

2. Congressional District of Recipient

00

3. Payment System Identifier (ID)

1036000274A7

4. Employer Identification Number (EIN)

036000264

5. Data Universal Numbering System (DUNS)

809376155

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Ms. CHRISTINE A FINLEY
Immunization Program Chief
christine.finley@vermont.gov
(802) 652-4185

8. Authorized Official

Mr. Paul Daley
Financial Director
ahs.vdhfedgrantoperations@vermont.gov
802-557-5785

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Freda Johnson
wve2@cdc.gov
770.488.3107

10. Program Official Contact Information

Gayle Daniels
gzs4@cdc.gov
404-639-6357

Federal Award Information

11. Award Number

6 NH23IP922615-02-03

12. Unique Federal Award Identification Number (FAIN)

NH23IP922615

13. Statutory Authority

Sections 317, 317(k)(2) of the Public Health Service Act (42 U.S.C. Sections 247b, 247b(k)(2) and 247c), as amended

14. Federal Award Project Title

CDC-RFA-IP19-1901 Immunization and Vaccines for Children

15. Assistance Listing Number

93268

16. Assistance Listing Program Title

Immunization Cooperative Agreements

17. Award Action Type

Supplement

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	07/01/2020	- End Date	06/30/2021
20. Total Amount of Federal Funds Obligated by this Action			\$5,638,273.00
20a. Direct Cost Amount			\$5,638,273.00
20b. Indirect Cost Amount			\$0.00
21. Authorized Carryover			\$290,560.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$2,694,714.00
24. Total Approved Cost Sharing or Matching, where applicable			\$0.00
25. Total Federal and Non-Federal Approved this Budget Period			\$8,332,987.00
26. Project Period Start Date	07/01/2019	- End Date	06/30/2024
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period			\$10,765,760.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer – Signature

Brownie Anderson-Rana
Grants Management Officer

30. Remarks



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH23IP922615-02-04
 FAIN# NH23IP922615
 Federal Award Date: 03/29/2021

Recipient Information	
1. Recipient Name	Vermont Agency of HS 108 Cherry St Burlington, VT 05401-4295 [NO DATA]
2. Congressional District of Recipient	00
3. Payment System Identifier (ID)	1036000274A7
4. Employer Identification Number (EIN)	036000264
5. Data Universal Numbering System (DUNS)	809376155
6. Recipient's Unique Entity Identifier	
7. Project Director or Principal Investigator	Ms. CHRISTINE A FINLEY Immunization Program Chief christine.finley@vermont.gov (802) 652-4185
8. Authorized Official	Mr. Paul Daley Financial Director ahs.vdhfedgrantoperations@vermont.gov 802-557-5785
Federal Agency Information CDC Office of Financial Resources	
9. Awarding Agency Contact Information	Freda Johnson wve2@cdc.gov 770.488.3107
10. Program Official Contact Information	Gayle Daniels gzs4@cdc.gov 404-639-6357

Federal Award Information	
11. Award Number	6 NH23IP922615-02-04
12. Unique Federal Award Identification Number (FAIN)	NH23IP922615
13. Statutory Authority	Sections 317, 317(k)(2) of the Public Health Service Act (42 U.S.C. Sections 247b, 247b(k)(2) and 247e), as amended.
14. Federal Award Project Title	CDC-RFA-IP19-1901 Immunization and Vaccines for Children
15. Assistance Listing Number	93.268
16. Assistance Listing Program Title	Immunization Cooperative Agreements
17. Award Action Type	Supplement
18. Is the Award R&D?	No

Summary Federal Award Financial Information	
19. Budget Period Start Date	07/01/2020 - End Date 06/30/2021
20. Total Amount of Federal Funds Obligated by this Action	\$18,873,159.00
20a. Direct Cost Amount	\$18,873,159.00
20b. Indirect Cost Amount	\$0.00
21. Authorized Carryover	\$290,560.00
22. Offset	\$0.00
23. Total Amount of Federal Funds Obligated this budget period	\$8,332,987.00
24. Total Approved Cost Sharing or Matching, where applicable	\$0.00
25. Total Federal and Non-Federal Approved this Budget Period	\$27,206,146.00
26. Project Period Start Date	07/01/2019 - End Date 06/30/2024
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	\$29,638,919.00

28. Authorized Treatment of Program Income
 ADDITIONAL COSTS

29. Grants Management Officer - Signature
 Brownie Anderson-Rana
 Grants Management Officer

30. Remarks



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH23IP922615-02-05
FAIN# NH23IP922615
Federal Award Date: 03/31/2021

Recipient Information

1. Recipient Name

Vermont Agency of HS
108 Cherry St
Burlington, VT 05401-4295
[NO DATA]

2. Congressional District of Recipient

00

3. Payment System Identifier (ID)

1036000274A7

4. Employer Identification Number (EIN)

036000264

5. Data Universal Numbering System (DUNS)

809376155

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Ms. CHRISTINE A FINLEY
Immunization Program Chief
christine.finley@vermont.gov
(802) 652-4185

8. Authorized Official

Mr. Paul Daley
Financial Director
ahs.vdhfedgrantoperations@vermont.gov
802-557-5785

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Freda Johnson
wve2@cdc.gov
770.488.3107

10. Program Official Contact Information

Gayle Daniels
gzs4@cdc.gov
404-639-6357

Federal Award Information

11. Award Number

6 NH23IP922615-02-05

12. Unique Federal Award Identification Number (FAIN)

NH23IP922615

13. Statutory Authority

Sections 317, 317(k)(2) of the Public Health Service Act (42 U.S.C. Sections 247b, 247b(k)(2) and 247c), as amended.

14. Federal Award Project Title

CDC-RFA-IP19-1901 Immunization and Vaccines for Children

15. Assistance Listing Number

93.268

16. Assistance Listing Program Title

Immunization Cooperative Agreements

17. Award Action Type

Supplement

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 07/01/2020 - **End Date** 06/30/2021

20. Total Amount of Federal Funds Obligated by this Action \$13,921,323.00

20a. Direct Cost Amount \$13,921,323.00

20b. Indirect Cost Amount \$0.00

21. Authorized Carryover \$290,560.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$27,206,146.00

24. Total Approved Cost Sharing or Matching, where applicable \$0.00

25. Total Federal and Non-Federal Approved this Budget Period \$41,127,469.00

26. Project Period Start Date 07/01/2019 - **End Date** 06/30/2024

27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period \$43,560,242.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Brownie Anderson-Rana
Grants Management Officer

30. Remarks

This funding supports the activities under COVID-19 Vaccination Supplement 4 (April 2021).



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH23IP922615-02-06

FAIN# NH23IP922615

Federal Award Date: 05/03/2021

Recipient Information**1. Recipient Name**

Vermont Agency of HS
108 Cherry St
Burlington, VT 05401-4295
[NO DATA]

2. Congressional District of Recipient

00

3. Payment System Identifier (ID)

1036000274A7

4. Employer Identification Number (EIN)

036000264

5. Data Universal Numbering System (DUNS)

809376155

6. Recipient's Unique Entity Identifier**7. Project Director or Principal Investigator**

Ms. CHRISTINE A FINLEY
Immunization Program Chief
christine_finley@vermont.gov
(802) 652-4185

8. Authorized Official

Mr. Paul Daley
Financial Director
ahs.vdhfedgrantoperations@vermont.gov
802-557-5785

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Ackee Evans
Grants Management Specialist
qtq4@cdc.gov
678-475-4564

10. Program Official Contact Information

Gayle Daniels
gzs44@cdc.gov
404-639-6357

Federal Award Information**11. Award Number**

6 NH23IP922615-02-06

12. Unique Federal Award Identification Number (FAIN)

NH23IP922615

13. Statutory Authority

Sections 317, 317(k)(2) of the Public Health Service Act (42 U.S.C. Sections 247b, 247b(k)(2) and 247c), as amended.

14. Federal Award Project Title

CDC-RFA-IP19-1901 Immunization and Vaccines for Children

15. Assistance Listing Number

93.268

16. Assistance Listing Program Title

Immunization Cooperative Agreements

17. Award Action Type

Supplement

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	07/01/2020	- End Date	06/30/2021
20. Total Amount of Federal Funds Obligated by this Action			\$458,110.00
20a. Direct Cost Amount			\$458,110.00
20b. Indirect Cost Amount			\$0.00
21. Authorized Carryover			\$290,560.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$41,127,469.00
24. Total Approved Cost Sharing or Matching, where applicable			\$0.00
25. Total Federal and Non-Federal Approved this Budget Period			\$41,585,579.00
26. Project Period Start Date	07/01/2019	- End Date	06/30/2024
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period			Not Available

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Brownie Anderson-Rana
Grants Management Officer

30. Remarks