

A G E N D A

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Meeting Room at Perquimans County Library
June 15, 2026
7:00 p.m.

I. Call to Order

II. Prayer / Pledge

III. Public Hearing

**ACTION
TAKEN
LATER**

A. FY 2026-2027 Budget 7:00 p.m.

➤ *The purpose of this public hearing is to receive public comments on the proposed FY 2026-2027 Budget. The purpose of the special called meeting is to discuss personnel matters, FY2026-2027 Budget, and to hold a Closed Session pursuant to NCGS §143-318-11.*

IV. Approval of Agenda

V. New Business

A. Personnel Matters

- 1. New Employee: TDA Director
- 2. Reclassification: Telecommunicator I
- 3. Reclassification: Telecommunicator I
- 4. Reclassification: Telecommunicator I
- 5. Resignation: Income Maintenance Caseworker II

B. FY 2025-2026 Year End Budget Amendments

C. FY 2026-2027 Budget

VI. Commissioners Concerns

**NO
ACTION
REQUIRED**

VII. FOR INFORMATION ONLY:

- 1. Securing the Heart of the County: ECU Health Community Benefit Grant Award
- 2. Rural Health Transformation Program Mobile Integrated Health Grant Award

VIII. Closed Session: Per N.C.G.S. §143-318-11(4) The purpose of the Closed Session is to consult to discuss an economic development matter, and to approve Closed Session Minutes .

(After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed during the closed session.)

**ACTION
REQUIRED**

VIII. Special Called Meeting Adjournment

IX. Work Session - **Cancelled**

X. Adjournment

COUNTY MANAGER NOTES
 Perquimans County Board of Commissioners
SPECIAL CALLED MEETING / WORK SESSION
Meeting Room at Perquimans County Library
June 15, 2026
7:00 p.m.

III. *The purpose of this Public Hearing is to receive public comments on the proposed FY 2026-2027 Budget. The purpose of this public hearing is to receive public comments on the proposed FY 2026-2027 Budget. The purpose of the special called meeting is to discuss personnel matters, FY2026-2027 Budget, and to hold a Closed Session pursuant to NCGS §143-318-11*

IV. Approval of Agenda

V. A. Personnel Matters

Department	Employee Name	Employee Job Title	Employee Status	Grade/ Step	New Salary	Effective Date
TDA	Madilyn Chaulk	TDA Director	Part Time	n/a	\$25,000	06/15/2026
911	Jenn Holden	Reclass to Certified Telecommunicator I	Full Time	64/1	\$18.63/hr.	06/01/2026
911	Kelli Swinson	Reclass to Certified Telecommunicator I	Full Time	64/1	\$18.63/hr.	06/01/2026
911	Matthew James	Reclass to Certified Telecommunicator I	Part Time	64/1	\$18.63/hr.	06/01/2026
DSS	Destiny Butler	Income Maintenance Caseworker II	Resignation			06/02/2026

B. Finance Officer, Tracy Mathews, will present the FY 2025–2026 year end budget amendments for Board action.

C. County Manager Shoaf will request the Board take action on the FY 2026-2027 Budget.

VII. For Information Only:

1. Securing the Heart of the County: ECU Health Community Benefit Grant Award: Emergency Services was awarded \$4,000 by ECU Health. See attached email.
2. Rural Health Transformation Program (RHTP) Mobile Integrated Health Grant Award: Emergency Services was awarded \$ 249,850.00 by the NCDHHS Office of Emergency Medical Services. See attached letter.

VIII. **Closed Session: Per N.C.G.S. §143-318-11(4) The purpose of the Closed Session is to consult to discuss an economic development matter, and to approve Closed Session Minutes.**

(4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

IX. The regular Work Session has been cancelled.

REGULAR MEETING

June 2, 2026

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, April 6, 2026, at 7:00 p.m. in the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944.

MEMBERS PRESENT: Wallace E. Nelson, Chairman Charles Woodard, Vice Chairman
Timothy J. Corprew James W. Ward
Joseph W. Hoffler Kathryn M. Treiber

MEMBERS ABSENT:

OTHERS PRESENT: Brandon Shoaf, County Manager
Rebecca T. Corprew, Clerk to the Board

Chairman Nelson called the meeting to order. Charles Woodard gave the invocation, and the Chairman led the Pledge of Allegiance.

AGENDA

Chairman Nelson stated that the Agenda was at their seats and asked if there were any additions or corrections to the Agenda. There being none, Chairman Nelson asked for a motion to approve the amended Agenda as presented. Timothy J. Corprew made a motion to approve the Agenda as presented. The motion was seconded by James W. Ward and unanimously approved by the Board.

CONSENT AGENDA

Chairman Nelson asked if there were any items that the Board wished to remove from the Consent Agenda to discuss. There being none, James W. Ward made a motion to approve the Consent Agenda. The motion was seconded by Timothy J. Corprew and unanimously approved by the Board.

A. Approval of Minutes: The minutes of May 4, 2026 Regular Meeting, May 18, 2026 Special Called Meeting, May 21, 2026, Work Budget Session were approved.

B. Tax Refund / Release Approvals:

Tax Refunds (Perquimans County):

Amanda Chappell Stallings ----- \$216.95

Situs error. Account No. 86311388

Meredith & Jason Slusher Timberlake ----- \$114.40

Albemarle Plantation listed incorrect boat. Boat was listed on another account. Account No. 265305

Ronald & Cynthia Kronz ----- \$2300.50

Owner has two properties side by side. House was originally listed on incorrect parcel. Account No. 491531

C. Personnel Matters: The following personnel matters were approved by the Board:

Table with 7 columns: Dept, Employee Name, Employee Status, Employee Job Title, Grade/Step, New Salary, Effective Date. Rows include Sheriff G'Nasia Moore, DSS Caleb Ayers, Veterans Services Cheryl Burns-Stephens, 911 Nicole Allegue, 911 Alyssa Walton, EMS Patricia-Mountjoy Riddick, EMS Dakota Mayo, EMS Paige Thompson, DSS Heidi Long, Sheriff Taylor Dickey, Sheriff Brandyn Snyder, EMS Amanda Diaz, Tax Tashara Gramby, EMS Jessica Owens, Sheriff Joshua Russell, Planning Trevor Miles.

911	Kylie Felton	Removal from Roster	PT Certified Telecommunicator			04/15/2026
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D. Board Appointments:

- a. Senior Tarheel Regional Council Member –Application received from Erica Cartwright, employee of the Center for Active Living. Erica was appointed to this board with an unlimited term.
- b. Recreation Advisory Committee: Rodney Lassiter, James Bunch, George Long Jr, and Commissioner Joseph Hoffer were all appointed to serve on the Recreation Advisory Committee for another 3-year term.

INTRODUCTION OF EMPLOYEES & RECOGNITIONS OF SERVICE

The following new employees were introduced to the Board:

Department Head	Employee Name	Employee Job Title	Effective Date
Nick Lories	Keri Hobson	Water Clerk I	04/27/2026
Angela Jordan	Catherine Puhl	Social Worker I	05/01/2026
Angela Jordan	Tikeyla Alston	Social Worker I	05/01/2026
Angela Jordan	Brianne Green	Income Maintenance Caseworker	05/04/2026
Angela Jordan	Shamika Hinton	Income Maintenance Caseworker	05/01/2026

The following employees were recognized for their years of service:

Department Head	Employee Name	Employee Job Title	Service Time
Howard Williams	Amanda Layden	Water Clerk I	10 years
Brandon Shoaf	Rebecca Corprew	Clerk to the Board	20 years

SCHEDULED APPOINTMENTS:

1. Bobby Lowe – Trillium Health Resources Annual Report: Mrs. Bobby Lowe presented the Annual Report. The slideshow covered an overview of resources, Medicaid and Tailored Plan update, benefits plans for members, Perquimans County enrollment totals, and project updates, including substance abuse prevention projects; as well as contact information for accessing services.
2. Bill Jennings – Tax Administrator: Bill Jennings presented the collection report to the Board through May 2026.

BUDGET PRESENTATION FY2026-2027

County Manager Brandon Shoaf read the following budget message:

To: Commission Chair, Board of Commissioners, and Citizens of Perquimans County

I respectfully submit the proposed budget for Perquimans County for the Fiscal Year 2026-2027. The budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act. The budget identifies the estimated revenues and expenditures for the Fiscal Year 2026-2027.

Proposed Tax Rate

As in years past, the County’s budget process calls for department heads and other agencies to submit budget requests to the County Manager, ultimately being presented to you. In total, the requests amounted to approximately \$29.7 million. That’s more than \$4 million dollars more than anticipated revenues for the upcoming fiscal year. The tax rate would have to be 19 cents higher to fully fund all requests of Perquimans County for the next year.

Total taxable value increased from \$2,038,025,494 to \$2,198,228,745. Budgeted sales tax revenues are expected to increase by over \$138,000 over the current fiscal year final projected amount. I project that we’re going to use around \$1.8 million of fund balance appropriation for fiscal year 25/26 budget. The proposed FY 26/27 budget allocates \$1,512,624 of fund balance.

The proposed tax rate for fiscal year 2026-2027 is 55 cents per hundred dollars of value, an increase of 3 cents over the current 52 cent rate. When compared to other Counties in the region, Perquimans’ tax rate will remain among the lowest in northeastern North Carolina.

Financial Discussion

The County remains in excellent financial condition, and we will continue to make substantial investments in school spending, public safety, and personnel, while inflation is steadily driving up the cost of what it takes to do so. The County will take over ownership and maintenance of the Grammar School and Middle School once the Intermediate School opens in the fall of 2026.

There are several factors that have affected the expenditure projections for the upcoming fiscal year. First, the cost of insurance for employees is projected to increase by at least 5% to just less than \$10,000 per employee for the year. Because Perquimans is a member of the State Health Plan and participates in the State's pension plan, there is an additional 2.4% that we must cover in this budget for each member. For general employees the retirement contribution rate is 17.53%, up from 14.39% last year. For Law Enforcement Officers the rate is 24.5%, where last year was 21.08%.

Second, an almost complete salary study, that proposes bringing the county employees closer to market rates will add roughly 3% to the salary line items and subsequently benefits associated with that. The salary study final report also makes recommendations on changing the step and grade pay scale to a career long plan.

Third, and a burden that will continue to grow in the coming fiscal years, is the reduction in funding for Social Service work through HR 1. Reimbursables that were eligible at 50% fall to 25% and included changes to SNAP. Some clients will now have to prove they meet work requirements to continue receiving benefits in the programs.

Budget wide, capital requested needs have been funded at various levels. In the past few budget cycles, capital expenses have been completely cut. At some point those needs cannot be put off any longer. Included in those is a financing package that has no impact to FY 26-27 budget but will in future years. The package includes 8 patrol cars for the Sheriff Department, in car laptops and equipment and much needed EMS equipment that include heart monitors and Lucas devices.

General Fund Budget Summary

The General Fund budget is \$27,141,980.74 for 2026-2027, an increase of \$2,095,334.48 from the current year's amended budget of \$25,046,646.26.

General Fund Revenues

Property taxes account for most of the general fund revenues, and I've already described the conditions as they relate to real property taxation.

Sales tax revenues are the second largest source of County general fund revenues. Budgeted sales tax revenues are projected to increase by a total of \$537,783 compared to last year's budgeted amount, for a total of \$3,437,783.00.

\$675,000 is forecast to be added to Perquimans' sales tax allocation to reflect the additional services taxed by the General Assembly in 2016. Medicaid hold harmless payments from the State, which are tied directly to sales tax calculations, and are projected at \$200,000. Expected Land Transfer Tax revenues in FY 2026-27 are \$1,137,000.

General Fund Expenses

Most of the departmental operating budgets remain similar to the current budget year, as percentages. By way of comparison, the largest General Fund expenses by department or agency are as follows:

Department/Agency	Proposed FY 26-27	% of Total GF
Perquimans County Schools	\$5,971,490	22%
Social Services	\$3,955,623.58	14.5%
Sheriff	\$2,946,273.33	11%
Emergency Medical Services	\$3,134,972.41	11%
911 Communications	\$1,200,947.85	4.4%
Albemarle District Jail	\$1,277,796	5%

School Funding

As presented by the Board of Education and school central office staff earlier this spring, the Perquimans County School System has requested \$4,164,180 for school current expenses, an increase of \$564,180 over last year's County appropriation of \$3,600,000. The local current expense requested increase centers mostly around additional personnel and benefit cost, utility increases, pre-K costs, and child nutritional costs.

The proposed FY 2026-27 County budget sets the local current expense budget at \$3,882,090.00. The increased request and subsequent allocation will help cover expenses mentioned above. Also, the County took on additional annual debt service in the amount of \$637,800 for the new Intermediate School. Maintaining appropriation funding and paying the new debt service payment continues to be a significant contribution by the County Board of Commissioners to fund new facilities, instructional services, support services, athletics, maintenance and utilities. The school capital outlay budget is the same as the requested amount; \$615,000.

Building and Facility Initiatives/Capital Outlay

A significant increase in building maintenance is due to vacating the Grammar and Middle Schools. The County will have to cover the costs associated with keeping the schools in a condition that will make them useful once a repurpose is found. In years past there has been no capital expenditure, this budget frees up some funds for capital needs that have been put off. Some larger expenses include a portion of a new ambulance, fencing at the recreation center playground, new weapons for the Sheriff Deputies and another vehicle for DSS.

Personnel

The proposed FY 2026-27 budget contains a roughly 3% increase to the salary line items and benefits bases on those, to cover a minimal option of implementation for the salary study.

Steps and merits remain active for this budget, with an updated step and grade chart, one that is designed for a career with the County.

Included is a 2% 401k match for employees, and the continuation of longevity pay for those that qualify.

Perquimans County participates in the State Health plan, and health insurance rates are projected to cost \$9,985 per employee per year. This amount includes a projected 5% increase in rates beginning in January.

Other Noteworthy Items

- Funding for the County Fire Departments increases to \$145,000 each, up from \$115,000 per department last year.
- Funding for the Perquimans County Library will be \$254,754.
- Funding for the Tri-County Animal Shelter will increase to \$161,000 to facilitate staff raises from the salary study in Chowan County and kennel additions and improvements.
- The Albemarle District Jail budget was reduced for Perquimans County by around \$22,000 due to Chowan County joining the Albemarle District Jail Authority.

Water Fund

Perquimans continues to make significant investment in its overall ability to provide water to its customers. Perquimans will continue to purchase 150,000 gallons of reverse osmosis water from Pasquotank County that services customers on the Winfall plant side. The bulk water rate that Pasquotank County charges is \$7.77 per thousand gallons.

Water rates will remain at \$17.50 for a minimum bill and \$9 per thousand after the first thousand. There is a total increase in the budget projected of \$364,649.43. Salt and chemical supplies have increased significantly from year to year. Other capital expenditures include a first phase of remote read meters purchase and installs, expected to cost around \$500,000.

The total water fund budget for the Fiscal Year 2026-27 is \$3,383,950.16.

Solid Waste Fund

The proposed solid waste fee for FY 26-27 is \$190, no change from last fiscal year. This fee covers the cost of operating the five Convenience Site locations, the County's portion of the Perquimans-Chowan-Gates Transfer Station operating cost, and the tipping fee for the County's solid waste at the private landfill in Bertie County. All these

operational costs have increased significantly over the past couple of years and a new recycling contract may require an increase in fees in the near future. The total solid waste fund budget is projected at \$1,430,000.

Conclusion

I'd like to thank the Department Heads for their cooperation, coordination and hard work in this budget process. I would also like to thank the Board of Commissioners for your input in the budget discussions and for making difficult, but important decisions on behalf of the citizens of Perquimans County. Finally, I'd like to thank County staff: Rebecca Corprew- Clerk to the Board; Casey White- Human Resources; and Bill Jennings and Kim Bray of the Tax Office, for their assistance and guidance in this process and especially Finance Officer Tracy Mathews. Without their help and expertise, this process could not have been completed.

At the request of the Chairman and Board of Commissioners, a public hearing has been scheduled for Monday, June 15, 2026, at 7:00 p.m. in the Perquimans County Library for public comment and to consider adoption of the budget.

Submitted by:
Brandon S. Shoaf
County Manager/Budget Officer

Chairman Nelson reminded the Board and the public of the Public Hearing scheduled for Monday, June 15, 2026 at 7:00 p.m. regarding the proposed 2026-2027 budget.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

Chairman Nelson shared the NC Education Lottery Annual Report to the Public for 2025 with the Board. The report highlights the impact across the state with funding through the lottery. In particular, the funding of the Perquimans Intermediate School at approximately forty-nine million dollars of lottery funds. Chairman Nelson stated that these funds allow our county to accomplish these goals. Chairman Nelson encouraged the Board to look through the book and see the progress made across our state over the last 20 years, including projects in neighboring counties. Chairman Nelson encouraged the Board to continue advocacy for our rural areas and educational goals.

OLD BUSINESS:

County Manager Shoaf updated the Board regarding the timeline for moving into the Intermediate school. The students will begin classes in the new facility, but there will still be inventory and furniture at the old schools. The school system has requested additional time to vacate the two schools until October 1, 2026, and will continue to cover the costs of operations until they have fully vacated. Mr. Shoaf agreed to this arrangement with the school administration. In addition, Mr. Hite, the architect, plans to meet with Mr. Shoaf to discuss his initial ideas and plan for renovation of Hertford Grammar School in about two weeks.

County Manager Shoaf informed the Board that the Winfall Water Affluent Line Relocation is well underway. They company has bored the ground under the intersection and will be working to tie in the old line and get it to the creek.

County Manager Shoaf informed the Board that a new TDA Director has accepted the position as of this morning. She will be introduced at the next meeting.

County Manager Shoaf updated the Board about the Indian Summer Festival. The Downtown Hertford Committee is moving forward and securing sponsors.

County Manager Shoaf reported that the 4-H programs for summer are at the highest turnout in several years.

County Manager Shoaf updated the Board regarding the ADJ agreement that the Board approved previously. The agreement has not yet been presented because there are some legal changes happening. Mr. Shoaf will bring that to the Board as soon as the agreement is available with the proper changes by Chowan County. The changes are regarding the census population.

County Manager Shoaf reports that he has received updates about the closing for MiTek. The attorneys hope to close just before or shortly after the beginning of the fiscal year 2026-2027.

County Manager Shoaf informed the Board that he has been helping the Town of Hertford apply for an EDA grant to fund the substation that will power the MiTek project and will also be a second delivery point for future growth of the Marine Industrial Park.

County Manager Shoaf shared a video highlighting the Marine Industrial Park, completed by ElectriCities, highlighting the unique position of our marine park along the coast of NC.

County Manager Shoaf also mentioned that our neighboring county property tax rates for the upcoming FY2026-2027 are as follows: Gates – three cent increase to 70 cents per hundred dollars assessed value; Pasquotank – four cent increase to 81 cents per hundred dollars assessed value; and Chowan – five cent increase to 60.25 cents per hundred dollars assessed value. County Manager Shoaf wanted to emphasize that Perquimans remains among the lowest property tax rates in our area.

NEW BUSINESS

A. CLEANING CONTRACTS: County Manager Brandon Shoaf secured cleaning contractors for the Perquimans County Library at a cost of one thousand two hundred dollars (\$1,200.00) per month with Samantha Chappell; the Albemarle Commission at a cost of one thousand three hundred seventy-one dollars and seventy-three cents (\$1,371.73) per month with Skills, Inc.; and the Northeast Workforce Development Board buildings at a cost of four hundred thirty-nine dollars and ninety-three cents (\$439.93) per month, also with Skills, Inc. Mr. Shoaf recommended approval of the contracts as presented. Timothy J. Corprew made a motion to approve the three contracts as presented. The motion was seconded by James W. Ward and unanimously approved by the Board.

B. ALBEMARLE PLANTATION BRIC GRANT: Steve Harris and Mary Cassidy appeared before the Board to request approval to enter into a public-private agreement required for the BRIC Grant application, as well as a letter of intent. Brandon Shoaf reminded the Board and the public that the grant would involve no cost to the County because the County would serve only as a pass-through for the funds. He stated that the auditors had reviewed the arrangement and raised no concerns, and that the County Attorney had reviewed the final agreement. Although the application deadline is in July, the letter of intent must be submitted by June 10, 2026. The County Manager asked the Board to vote on the letter of intent at this time and explained that the agreement would be considered later, after the Board had reviewed the final draft of the application and supporting documents. Charles Woodard made a motion to approve the letter of intent. The motion was seconded by Timothy J. Corprew and unanimously approved by the Board.

PUBLIC COMMENTS

Selina Reyos addressed the Board, asking to consider a 12-month moratorium on data center applications in Perquimans County, directing county staff to develop siting criteria, fiscal impact standards, and environmental disclosure requirements before any application is accepted. She provided the Board with a handout supporting her request. Chairman Nelson thanked Ms. Reyos for her comments.

CLOSED SESSION:

Chairman Nelson stated that, pursuant to N.C.G.S. §143-318-11(5) and (6) the Board went into Closed Session to discuss a real property matter and a personnel matter, and to approve Closed Session Minutes. A motion was made by Kathryn Treiber, seconded by Charles Woodard to go into the Closed Session. The motion was unanimously approved.

The Closed Session was adjourned, and the Regular Meeting reconvened on motion made by Timothy J. Corprew, seconded by James W. Ward, and unanimously approved by the Board.

Action was taken on the real property matter from the Closed Session. Timothy J. Corprew made a motion to sell point ninety-five acres (.95) of property located behind the Winfall Fire Department to the Winfall Fireman's Association for five-thousand dollars (\$5000.00) plus all associated costs including but not limited to a survey. The motion was seconded by James W. Ward and passed unanimously.

ADJOURNMENT

Chairman Nelson asked if there were any further comments or business to discuss. There being none, the Regular Meeting was adjourned at 9:06 p.m. on motion made by James W. Ward, seconded by Timothy J. Corprew and unanimously approved by the Board.

Wallace E. Nelson, Chairman

Clerk to the Board

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/2/2026

NAME: Madilyn Chaulk Full Time Part Time

POSITION: Tourism Development Authority Director DEPARTMENT: TDA/County Manager

NEW EMPLOYEE EFFECTIVE DATE: June 15, 2026

GRADE: n/g STEP: n/g ANNUAL SALARY: \$25,000 HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: June 15, 2027

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT HEAD : _____ DATE: _____

COUNTY MANAGER : ASL D. G. DATE: June 2, 2026

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: _____ BCC MEETING: _____

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 4, 2026

NAME: Jenn Holden Full Time Part Time

POSITION: _____ DEPARTMENT: 911

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

6-1-2026 DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: Certified Telecommunicator I
NEW GRADE: 64 STEP: 1 ANNUAL SALARY: _____ HOURLY: \$ 18.63

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT HEAD : [Signature] DATE: 06/03/26

COUNTY MANAGER : [Signature] DATE: 6-5-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: _____ BCC MEETING: _____

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 4, 2026

NAME: Kelli Swinson Full Time Part Time

POSITION: _____ DEPARTMENT: 911

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

6-1-2026 DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: Certified Telecommunicator I
NEW GRADE: 64 STEP: 1 ANNUAL SALARY: _____ HOURLY: \$ 18.63

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT HEAD : [Signature] DATE: 6/3/26

COUNTY MANAGER : [Signature] DATE: 6-5-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: _____ BCC MEETING: _____

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 4, 2026

NAME: Matthew James

Full Time Part Time

POSITION: _____

DEPARTMENT: 911

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

6-1-2026 DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: Certified Telecommunicator I
NEW GRADE: 64 STEP: 1 ANNUAL SALARY: _____ HOURLY: \$ 18.63

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT HEAD : [Signature] DATE: 06/03/26

COUNTY MANAGER : [Signature] DATE: 6-5-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: _____ BCC MEETING: _____

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 3, 2026

NAME: Destiney Butler Full Time Part Time

POSITION: Income Maintenance Caseworker II DEPARTMENT: Social Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 61 STEP: 3 ANNUAL SALARY: \$35,654.00 HOURLY RATE: _____

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

X 6/2/2026 DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT HEAD: [Signature] DATE: June 3, 2026

COUNTY MANAGER : [Signature] DATE: 6-5-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: _____ BCC MEETING: _____

SYSTEM # _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 38

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-301-000	AD VALOREM TAXES - BUDGET YEAR	1,350	
10-410-030	GOV. BODY - SALARIES	1,350	
10-301-001	AD VALOREM TAXES - CURRENT YEAR	32,283	
10-420-020	CO MGR - SALARIES	5,000	
10-420-040	CO MGR - PROFESSIONAL SERVICES	20,000	
10-420-060	CO MGR - GROUP INSURANCE	7,283	
10-301-000	AD VALOREM TAXES - BUDGET YEAR	1,500	
10-450-281	TAX REFUNDS	1,500	
10-348-026	DRAINAGE FEES - TAX DEPARTMENT	1,500	
10-450-434	TAX - DRAINAGE FEES	1,500	
10-348-029	MANAGEMENT ENTITY FEES	3,000	
10-450-448	MANAGEMENT ENTITY FEES	3,000	
EXPLANATION: General Funds Year End Budget Amendment for FY25/26 to cover expenses.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th day of June, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th day of June, 2026.

Chairman, Board of Commissioners

Finance Officer

SYSTEM # _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 38 Cont'd

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-356-000	ROD FEES	40,270	
10-480-060	ROD - GROUP INSURANCE	860	
10-480-330	ROD - SUPPLIES	1,000	
10-480-340	ROD - RECORD PRESERVATION	110	
10-480-452	ROD - CONVEYANCE TAX	35,000	
10-480-453	ROD - FLOODPLAIN MAPPING FEE	1,700	
10-480-454	ROD - ARCHIVES MGMT	600	
10-480-455	ROD - SENATE BILL	1,000	
10-301-000	AD VALOREM TAXES - BUDGET YEAR	10,000	
10-500-032	BUILDING - CLEANING CONTRACTS	10,000	
10-355-000	BUILDING PERMITS	30,000	
10-348-008	SCHOOL RESOURCE OFFICER - BOE	66,000	
10-510-020	SHERIFF - SALARIES	65,000	
10-510-170	SHERIFF - MAINT/REPAIR VEHICLES	22,000	
10-510-070	SHERIFF - RETIREMENT	9,000	
10-351-000	OFFICER FEES	9,000	
10-510-431	CONCEALED GUN PERMITS	9,000	
10-356-000	ROD FEES	45,000	
10-511-020	DISPATCH - SALARIES	45,000	
EXPLANATION: General Funds Year End Budget Amendment for FY25/26 to cover expenses.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th day of June, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th day of June, 2026.

Chairman, Board of Commissioners

Finance Officer

SYSTEM # _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 38 Cont'd

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-540-020	INSPECTIONS - SALARIES		8,000
10-540-060	INSPECTIONS - GROUP INSURANCE	900	
10-540-070	INSPECTIONS - RETIREMENT	863	
10-540-071	INSPECTIONS - 401K MATCH	74	
10-540-330	INSPECTIONS - SUPPLIES	6,163	
10-345-002	LOCAL OPTION SALES TAX 1/2%B	56,000	
10-592-030	EMS - PT SALARIES	56,000	
10-355-000	BUILDING PERMITS	20,000	
10-600-040	PROFESSIONAL SERVICES	20,000	
10-335-002	VETERANS MEMORIAL CONTRAIBUTION	118	
10-607-316	VETERANS MEMORIAL BRICKS	118	
10-610-060	DSS - GROUP INSURANCE		10,000
10-610-020	DSS - SALARIES	10,000	
10-301-000	AD VALOREM TAXES - BUDGET YEAR	11,500	
10-615-020	EXTENSION - SALARIES	10,000	
10-615-050	EXTENSION - FICA	1,000	
10-615-060	EXTENSION - GROUP INSURANCE	500	
10-660-030	CAL - PT SALARIES		3,000
10-660-020	CAL - SALARIES	3,000	
EXPLANATION: General Funds Year End Budget Amendment for FY25/26 to cover expenses.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th day of June, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th day of June, 2026.

 Chairman, Board of Commissioners

 Finance Officer

SYSTEM # _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 38 End

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-301-000	AD VALOREM TAXES - BUDGET YEAR	213	
10-670-020	SOIL & WATER - SALARIES	10	
10-670-060	SOIL & WATER - GROUP INSURANCE	113	
10-670-070	SOIL & WATER - RETIREMENT	90	
10-345-000	LOCAL OPTION SALES TAX	100,000	
10-690-920	JAIL	100,000	
10-347-000	ABC BOTTLE REVENUE	1,000	
10-690-941	MENTAL HEALTH - ALCOHOL REHAB	1,000	
10-301-000	AD VALOREM TAXES - BUDGET YEAR	2,600	
10-690-955	PERQUIMANS MUSEUM	2,600	
10-345-001	LOCAL OPTION SALES TAX 1/2%A	40,000	
10-682-740	CAPITAL OUTLAY (30% 1/2) SCHOOL	40,000	
EXPLANATION: General Funds Year End Budget Amendment for FY25/26 to cover expenses.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th day of June, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th day of June, 2026.

Chairman, Board of Commissioners

Finance Officer

SYSTEM # _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
WATER FUND
NO. 39

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-720-020	WATER - SALARIES		80,000
35-720-031	WATER - CONTRACT WORK	40,000	
35-720-040	WATER - PROFESSIONAL SERVICES	10,000	
35-720-335	WATER - REPAIRS WATER LINES	30,000	

EXPLANATION: Water Fund Year End Budget Amendment for FY24-25 to cover expenses.

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th day of June, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th day of June, 2026.

Chairman, Board of Commissioners

Finance Officer

SYSTEM # _____

BUDGET AMENDMENT

PERQUIMANS COUNTY BOARD OF COMMISSIONERS

SOLID WASTE FUND

NO. 40

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
38-399-000	FUND BALANCE APPROPRIATED	40,000	
38-301-000	LANDFILL FEE - BUDGET YEAR	57,312	
38-750-911	RECYCLING CENTER MAINT	17,312	
38-750-913	HEALTH DEPT/LANDFILL	80,000	
EXPLANATION: Solid Waste Fund Year End Budget Amendment for FY25-26 to cover expenses.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th DAY OF JUNE, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th DAY OF JUNE, 2026.

Chairman, Board of Commissioners

Finance Officer

SYSTEM # _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
COURT FACILITIES
NO. 41

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 15th day of June, 2026 PASSED THE FOLLOWING AMENDMENTS TO THE FY 2025 - 2026 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
55-348-000	FINES/FORFEITURES	35,000	
55-745-439	FINES/FORFEITURES	35,000	
55-351-000	FACILITY FEES	5,000	
EXPLANATION: Court Facilities Year End Budget Amendment for FY25-26 .			
to cover expenses			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 15th DAY OF JUNE, 2026.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 15th DAY OF JUNE, 2026.

Chairman, Board of Commissioners

Finance Officer



NC DEPARTMENT OF
HEALTH AND
HUMAN SERVICES
Division of Health Service Regulation

JOSH STEIN • Governor
DEV DUTTA SANGVAI • Secretary
MARK PAYNE • Director

6/8/2026

Jonathan A. Nixon - Director, Perquimans County Emergency Services & Julie Solesbee - Assistant Director,
Perquimans County Emergency Services
Perquimans County
PO Box 563
Hertford, NC 27944

Subject: Award Notification – Rural Health Transformation Program (RHTP) Mobile Integrated Health Grant

On behalf of the North Carolina Office of EMS, I am pleased to inform you that Perquimans County has been selected to receive funding through the RHTP Mobile Integrated Health Grant.

Following a competitive review process, your application was identified as a strong proposal that demonstrates a commitment to establishing or expanding MIH/CP programs to increase access to MOUD, strengthen behavioral health crisis response, and integrate services into rural care systems within your community. We appreciate the time, effort, and thoughtful planning invested in developing your application.

We are pleased to award Perquimans County grant funding in the amount of **\$249,850.00**.

Additional information regarding award administration, reporting requirements, reimbursement procedures, and project timelines will be provided separately.

We congratulate your agency on this achievement and thank you for your continued dedication to serving the residents of your community. We look forward to partnering with you as you implement this important work and contribute to the goals of the Rural Health Transformation Program.

Sincerely,

Kimberly Clement
Assistant Chief Preparedness & Strategic Operations
North Carolina Office of Emergency Medical Services
Kimberly.clement@dhhs.nc.gov

CC:
Tom Mitchell, Chief, NCOEMS
David Ezzell, Assistant Chief EMS Operations, NCOEMS
Dr. Tripp Winslow, State Medical Director, NCOEMS

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF HEALTH SERVICE REGULATION

OFFICE OF EMERGENCY MEDICAL SERVICES

LOCATION: 1915 Health Services Way, Raleigh, NC 27607
MAILING ADDRESS: 2707 Mail Service Center, Raleigh, NC 27699-2707

<https://info.ncdhhs.gov/dhsr/> • TEL: 919-855-3935

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Dear Jonathan,

Your organization will be awarded a Community Benefit Grant in the amount \$4,000.00 for the Securing the Heart of the County project. The grant cycle is in effect from July 1, 2026 - June 30, 2027. The date, time, and location of the funding distribution session will be sent in a separate email.

In order to receive the award, recipients must complete the grant agreement **before July 1, 2026**. Please log in to the online grants management system link: <https://www.grantinterface.com/Home/Logon?urlkey=ecuthealth>.

Follow these steps to complete the contract:

1. Log in to the grants management system with your username and password.
2. Once logged in you will be on the Applicant Dashboard.
3. Below your application, you will see that it reads Grant Agreement Community Benefit Grants Program. Click on the blue "Edit" link to the right of the application. You can save the form as often as you need but remember to **submit by the due date of July 1st**.

Note: We require the grant agreement to be completed (electronic signature date) and submitted online prior to our distributing the grant funds to your organization.

In addition to the grant agreement, we request that grantees submit mid-year progress and end of project reports. Your organization will be assigned a six-month progress report and an end of project report which will be due at a later date. You will receive a notification regarding these reports prior to the due date.

Please contact us if this follow-up report should be assigned to another person in your organization. If you have questions about the grant agreement, please contact me via email or phone (my contact information is provided below).

Thank you for your dedication and continued partnership to improve the health and well-being of individuals in eastern North Carolina!

With Much Appreciation,
Kahla

Kahla Hall
Director, Community Benefit Grants Program
ECU Health/ECU Health Foundation

Office: [252-847-0692](tel:252-847-0692) | Mobile: [252-531-1487](tel:252-531-1487)
Kahla.Hall@ecuhealthfoundation.org

Applicant Information

Jonathan Nixon
PO Box 563
159 Creek Drive
Hertford, NC 27944
[252-426-5646](tel:252-426-5646)

jnixon@perquimanscountync.gov

Organization: Perquimans County Emergency Services

Form Name: Grant Agreement Community Benefit Grants Program

Process Name: 2026 - 27 ECU Health Chowan Hospital Grants Process

Project Name: Securing the Heart of the County