

NCALHD Region 7 Leadership, Management and Supervision Training

Questions and Answers on RFP: 729-23ARPA61-04

1. How many people are in each community of practice?

GVHDH will collect and aggregate participant staff data for each community of practice from the Regional local health departments (LHDs) upon agreement with the selected vendor, in order to minimize data requests.

For purposes of estimating participants participating in training events, bidders can use the following approximations. From the table below, it can be reasonably estimated that:

- There are approximately 1200 total employees across the seven Region 7 LHDs
- Approximately 25% of staff, or 300 people, can be estimated to participate in the training
- Based on distribution of staff across a typical LHD, the following participants can be assumed across the six communities of practice:
 - Senior Leadership Staff – 50 people
 - Environmental Health – 75 people
 - Nursing/Clinic leadership – 75 people
 - Health Education and Promotion – 60 people
 - Billing and Customer service – 20 people
 - Dental staff (as applicable; currently three LHDs provide dental services) - 20 people

Region 7 LHD Workforce Data	
County	LHD Workforce¹ (est FY 2017)
Franklin	47
Granville	74
Vance	
Johnston	146
Nash	113
Wake	614
Warren	44
Wilson	110
1. NC DHHS Local Health Department Survey FY 2016-2017	

2. How many people are in each leader level (Senior, Manager/Director, Individual Contributor)?

GVHDH will collect and aggregate participant staff data at each leader level from the Regional LHDs upon agreement with the selected vendor, in order to minimize data requests. For purposes of estimating participants participating in training events, bidders can use the following approximations: 5% Senior, 10% Manager/Director and 85% Individual Contributor.

3. Can the community of practice development groups be combined for some sessions or are they to remain separate?

Based on the results of the discovery process and discussions with Regional LHDs, it can be reasonably anticipated that the smaller dental staff community of practice would be combined with a larger group with similar training components (e.g., nursing/clinical).

4. What are the organizations' strategic objectives that this development program is meant to address?

The anticipated strategic objective of this program is to build leadership and management capacity within Region 7 staff through the lens of the foundational capabilities of public health – the eight capabilities needed to support basic public health protections. The foundational capabilities are: 1) Assessment/Surveillance, 2) Emergency Preparedness and Response, 3) Policy Development and Support, 4) Communications, 5) Community Partnership Development, 6) Organizational Administrative Competencies, 7) Accountability/Performance Management and 8) Equity.

5. What are your top pain points by leader level?

GVDHD anticipates that this question will be determined during the discovery phase by the selected vendor. In the interim, some data at the national and regional level from a recent survey can be found at the De Beaumont Foundation's PH WINS Survey:

<https://debeaumont.org/news/2022/new-data-based-insights-on-the-public-health-workforce-reflect-pandemics-impact-and-a-focus-on-health-equity/>

6. How many employees are expected to go through the development program by May 31, 2023?

GVDHD has not set a minimum threshold for employees expected to have completed the development program by May 31, 2023. For ease of estimation, bidders may wish to define their timeline based on certain milestones, so that the discovery process will be completed within X weeks of a signed contract, and training modules will be completed within X weeks of a finalized roster.

7. Is there a budget template we should use when submitting estimated costs or should we use our own?

GVDHD has not developed a budget template. Please see the RFP for basic guidelines.