



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

JOSH STEIN • Governor

DEVPUTTA SANGVAI • Secretary

CARLA WEST • Division Director, Human Services

Date: May 7, 2025

**Dear County Directors of Social Services**

**Attention:** Work First Program Administrators and Supervisors

**Subject:** Memorandum of Agreement (Amendment) between DSS and DMH/DD/SUS

**Priority:** Action Required

The Division of Social Services and Division of Mental Health, Developmental Disabilities and Substance Use Services entered into a revised Memorandum of Agreement (MOA). This agreement amends the initial contract bearing the effective date of 7/1/2023 between the North Carolina Department of Health and Human Services (NC DHHS), Division of Social Services (DSS), and NC DHHS, Division of Mental Health, Developmental Disabilities, Substance Use Services (DMH/DD/SUS).

As provided under the terms of the amendment, DSS and the DMH/DD/SUS agree to amend the following contract provisions:

- Effective Date – The termination date of 6/30/25 changed to 6/30/27.

The local county departments of social services and Local Management Entity – Managed Care Organization's (LME-MCO) contract providers are required to have a MOA to outline each local agency's roles and responsibilities in carrying out the provisions of this agreement. The MOA must be reviewed annually to ensure that current information is reflected for both agencies. This information must be on file for program compliance monitoring.

If you have any questions, please submit them to the Continuous Quality Improvement (CQI) Team at [dss.policy.questions@dhhs.nc.gov](mailto:dss.policy.questions@dhhs.nc.gov).

Sincerely,

Allison W. Smith, Deputy Director  
Division of Social Services  
Economic and Family Services

AWS/gbw

**EFS-WF-03-2025**

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES**

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

**Attachment (1)**

EFS-WF-03-2025 (Memorandum of Agreement – Amendment between DSS and DMH/DD/SAS)