



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

JOSH STEIN • Governor

DEVPUTTA SANGVAI • Secretary

LISA TUCKER CAULEY • Division Director, Human Services

CARLA WEST • Division Director, Human Services

July 24, 2025

Subject: County Holiday Schedule

Dear County Director of Social Services:

Please indicate on the attached sheet your county's holidays or days your agency will be closed **all day** for business from January 1, 2026 through December 31, 2026. This information is critical to ensure automated notices to recipients reflect the correct ten business days for the appeal period. Once automated notices are mailed with calculated appeal dates, the State cannot retroactively change county holiday schedules. Changes to the holiday schedule must be submitted to the State DSS thirty (30) calendar days prior to the requested day to be changed. This will ensure that dates for automated notices and application reports are calculated correctly. Please fax the completed attachment to DSS Information Support, ATTN: Gwen Minter at (919) 334-1052 or email to DHHS.DSS.Automation@dhhs.nc.gov by September 30, 2025.

Some counties are unable to comply within the requested time frame because holidays have not been approved by their county commissioners. If this is the case, please indicate by September 30, 2025, when this information will be made available. The State holiday schedule will be used for your county until the county's holiday schedule is received. For your convenience, the State holiday schedule is attached.

Thank you for your cooperation in this matter. If you have any questions, please contact Gwen Minter with Information Support at (919) 527-6271.

Sincerely,

DocuSigned by:

Shauna Cuffee

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Shauna Cuffee, Chief

Performance Management

Attachments

PM-REM-01-2025

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

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603

MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401

www.ncdhhs.gov • TEL: 919-527-6335 • FAX: 919-334-1018

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

COUNTY _____

**HOLIDAYS OR DAYS AGENCY WILL BE CLOSED FOR BUSINESS FROM
JANUARY 1, 2026 THROUGH DECEMBER 31, 2026**

Please list each date separately. Give month and day.

HOLIDAY

MONTH AND DAY

Please fax or email by September 30, 2025 to:

DSS Information Support
ATTN: Gwen Minter
FAX: (919) 334-1052
EMAIL: DHHS.DSS.Automation@dhhs.nc.gov

NC Department of Health and Human Services

2026 Holiday Schedule

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2026	Thursday
Martin Luther King, Jr. Birthday	January 19, 2026	Monday
Good Friday	April 3, 2026	Friday
Memorial Day	May 25, 2026	Monday
Independence Day	July 3, 2026	Friday
Labor Day	September 7, 2026	Monday
Veterans Day	November 11, 2026	Wednesday
Thanksgiving	November 26 & 27, 2026	Thursday & Friday
Christmas	December 24, 25 & 28, 2026	Thursday, Friday & Monday