Kittitas County
Review Form
Grants & Contract Agreement

#33151

Today's Date 05/17/2016		Agenda Date
Fund/Department 116-Public Health		

Contract/Grant Information

Contract /Grant Agency: MOU between Kittitas County and Walter Strom Middle School		
Period Begin Date: June 1, 2016		Period End Date: December 31, 2019
Total Grant/Contract Amount: None		
Grant/Contract Number:		
Contract/Grant Summary: Memorandum of Understanding is established for utilization by Kittitas County Public Health of the premises of Walter Strom Middle School (Community Point of Distribution) in Kittitas County for the distribution of medical countermeasure materials during an emergency, disaster, or matters of general concern to the public.		

Recommendation for Board of Health and Board of Health Review on _____

Department Head Signature: _____, Administrator Date:_____

Kittitas County Prosecutor, Auditor, and Board of Health Review and Comment:
APPROVED AS TO FORM:

_____

Signature of Prosecutor's Office Date

_____

Signature of Auditor's Office Date

_____

Signature of Board of Health member Date

Financial Information

Total Amount $	State Funds $	Federal Funds $
Percentage County Funds	Matching Funds $	CFDA#
	In-Kind $ Explain	

Is Equipment being purchased?	Who owns equipment?
New Personnel being hired?	Contact HR hiring – reporting requirements
Future impacts or liability to Kittitas County:	

Budget Information

Budget Amendment Needed?	Yes ☐ attach budget form	No ☐ Why not
New Division Created?		
Revenue Code		

Pass Through Information

Agency to Pass Through	
Amount to Pass Through	$
Sub-Contract Approved	Date:

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes ☐ No ☐

County Departments Impacted

	Auditor		Facilities Maintenance
	Information Services		Human Resource
	Prosecutor		Treasurer

Submitted

Signature:	Date:
Department:	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	
Who Signed the grant application	

Reviewer	Date

Kittitas County
Public Health
Department

To Protect and Promote the Health and the Environment of the People of Kittitas County

Memorandum of Understanding

This memorandum of Understanding is between Kittitas County Public Health Department located at 507 N Nanum St., Suite #102 Ellensburg, WA 98926, hereinafter referred to as "KCPHD"

And

Walter Strom Middle School (Cle Elum Roslyn School District – CERSD) located at 2694 SR 903, Cle Elum, WA 98922, hereinafter referred to as the "Community Point of Distribution."

THE PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING is to establish an agreement for utilization by KCPHD of the premises of Community Point of Distribution in Kittitas County for the distribution of medical countermeasure materials as described herein.

SCOPE OF SERVICES: Community Point of Distribution will act as a point of distrbrution (POD) for Kittitas County public health emergencies, disasters, or matters of general concern to the public.

RESONSIBILITIES OF KCPHD include the following:

1. Provide medical countermeasures materials, including but not limited to:

    a. Certain pharmaceuticals, vaccines, and/or medical supplies.

2. Provide trained and credentialed staff and volunteers.

3. Coordinate with the Kittitas County Sheriff's Office for any needed security.

4. Ensure cleanliness after using Community Point of Distribution's premises, proper disposal of garbage and that area is secured prior to completion of use of Community Point of Distribution's premises as a point of distribution.

5. Provide for Administrator or designee under incident command system to serve as a designated administrator for KCPHD performance under this memorandum of understanding.

RESPONSIBILITIES OF COMMUNITY POINT OF DISTRIBUTION include the following:

507 N. Nanum Street, St. 102 · Ellensburg, WA 98926
T: 509.962.7515 · F: 509.962.7581
www.co.kittitas.wa.us/health/

1. Ensure identified premises (parking areas) are available, at no charge, to KCPHD, for distribution of medical countermeasure materials.

2. Maintain confidentiality of any KCPHD information.

TERM OF AGREEMENT: The term of this Memorandum of Understanding shall commence on June 1, 2016 and continue until December 31, 2019, unless terminated earlier.

TERMINATION: Either party may terminate this Memorandum of Understanding by giving thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's address as indicated above.

INDEMNIFICATION: Both parties agree to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of its officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this agreement except as expressly provided herein.

VENUE OF CHOICE OF LAW: In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Memorandum of Understanding, the venue of such action of litigation shall be in the Superior Court of the State of Washington in and for the County of Kittitas. This Agreement shall be governed by the law of the State of Washington.

BOTH KCPHD and COMMUNITY POINT OF DISTRIBUTION agree to provide all necessary documentation in the defense of a legal action brought against one or both parties to the Memorandum of Understanding.

BOTH KCPHD and COMMUNITY POINT OF DISTRIBUTION shall comply with all applicable local, state, and federal laws.

BOTH KCPHD and COMMUNITY POINT OF DISTRIBUTION shall not discriminate against any client, patient, or use of service because of race, color, sex, religion, national origin, creed, marital status, age, Vietnam era or disabled veteran status, or the presence of any sensory, mental, or physical handicap.

THIS MEMORANDUM OF UNDERSTANDING is hereby acknowledged:

Kittitas County
Public Health
Department

To Protect and Promote the Health and the Environment of the People of Kittitas County

Kittitas County Public Health Department	Date
Walter Strom Middle School (CERSD)	Date

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