

Kittitas County Review Form Grants & Contract Agreement



Today's Date 03/10/2016	Agenda Date
Fund/Department 116-Public Health	

Contract/Grant Information

Contract /Grant Agency: MOU between First United Methodist Church and Kittitas County Public Health Department.	
Period Begin Date: 01/01/2018	Period End Date: 12/31/2022
Total Grant/Contract Amount: N/A	
Grant/Contract Number:	
Contract/Grant Summary: This MOU is between First United Methodist Church and Kittitas County Public Health Department to establish an agreement of use of space for conducting harm reduction education, testing, counseling, and supply distribution.	

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

Department Head Signature: _____, Administrator Date: _____
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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 \$ <small>Explain</small>	

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 <input type="checkbox"/> attach budget form	No <input checked="" type="checkbox"/> 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 <input type="checkbox"/> No <input type="checkbox"/>
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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
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Memorandum of Understanding

This Memorandum of Understanding is between First United Methodist Church, located at 210 N Ruby St, Ellensburg, WA 98926, hereinafter referred to as "Methodist Church,"

And

Kittitas County Public Health Department, located at 507 N Nanum St, Suite 102, Ellensburg, WA 98926, hereinafter referred to as "KCPHD."

PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING is to establish an agreement of use of space for conducting harm reduction education, testing and counseling, and supply distribution.

SCOPE OF SERVICES CONDUCTED include: harm reduction education, HIV and Hepatitis C testing and counseling, clean syringe exchange and safe disposal of used needles, wound care education, drug treatment referrals, opiate overdose prevention education, kits for opiate overdose reversal, and other disease prevention measures, including condom distribution and Hepatitis A and Hepatitis B vaccination referrals.

THE TERM OF THIS UNDERSTANDING begins on January 1, 2018 and ends upon 30 days written notice by either party or on December 31, 2022.

RESPONSIBILITIES OF METHODIST CHURCH include the following:

1. Provide one key to KCPHD designated staff person for entrance to the designated space.
2. Ensure the designated space is reserved exclusively for KCPHD use. We plan to offer services each Thursday from 12:30 to 3:00 pm.
3. Allow KCPHD to use Methodist Church furnishings that are currently housed in the designated space.
4. Allow KCPHD to bring or install additional furnishings and equipment, such as brochure rack, room partitions, fan, air conditioner, and other needed items, which will remain the property of KCPHD.
5. Allow KCPHD to install land-based telephone service in the designated space, at no cost to Methodist Church, if KCPHD finds this to be necessary.
6. Allow KCPHD staff access to building amenities, including restrooms, heat, and running water.

RESPONSIBILITIES OF KCPHD include the following:

1. Ensure all utilities are turned off and building is secured before leaving.
2. Ensure cleanliness after using space and proper disposal of garbage.





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

3. Follow KCPHD disinfection procedures for surface areas which have come into contact with any potential biomedical waste, and KCPHD procedures for proper disposal of any biomedical waste, according to law.
4. Request permission from Methodist Church board members to change or expand hours, if applicable.
5. Respect church property, grounds and members of the congregation.

INDEPENDENT CAPACITY: The employees or agents of each party who are engaged in the performance of this Understanding shall continue to be employees or agents of that party, and shall not be considered for any purpose to be employees or agents of the other party.

INDEMNIFICATION: Each party agrees 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.

BOTH Methodist Church and KCPHD 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 Methodist Church and KCPHD shall comply with all applicable laws of local, state, and federal governments.

BOTH Methodist Church and KCPHD shall not discriminate against any client, patient, or user 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:

Methodist Church

Date

Kittitas County Public Health Department

Date

