



Contract for Funding
By and Between
Crawford County Public Health
And
Galion City Health Department



PREAMBLE

This acceptance of a contract for Public Health Emergency Preparedness funding is entered into this 2nd day of April, 2021 by and among the undersigned Crawford County Public Health (hereinafter referred to as "CCPH"), whose address is 1520 Isaac Beal Road, Bucyrus, Ohio 44820 on the one hand and the Galion City Health Department (hereinafter referred to as "GCHD"), whose address is 113 Harding Way East, Galion, Ohio 44833 on the other hand. For the purpose of this contract, the term "parties" means CCPH and GCHD. CCPH and GCHD, in consideration of the mutual promises expressed below and intending to be legally bound, agree to the following provisions.

WHEREAS, the intent of this agreement is to create guidelines that enable the CCPH and GCHD citizens to mutually benefit from the COVID-19 Vaccine Equity Supplemental (VE21) Grant.

WHEREAS, the parties are interested in building a relationship between the two public health entities that is strong and equitable to all, enabling all of the parties to provide the citizens of their respective political subdivisions, the best possible emergency response efforts, and

WHEREAS, CCPH is the sub grantee and therefore contracting entity for the COVID-19 Vaccine Equity Supplemental (VE21) Grant for all the political subdivisions of Crawford County of which Galion City is part, therefore

BE IT RESOLVED that the foregoing contract was signed and all actions and deliberations of the Boards of Health of CCPH and GCHD relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements of the Ohio Revised Code.

BE IT FURTHER RESOLVED, that it is mutually understood and agreed as follows:

ARTICLE I

Scope of Work and Deliverables

- A. The Coronavirus Response and Relief Supplemental Appropriations Act of 2021, P.L. 116-260 funding is being provided to local health departments to expand the existing immunization infrastructure, engage in strategic partnerships, and implement and evaluate new strategies to reach those who may be vaccine hesitant and those who are in racial and ethnic and other at-risk groups for costs incurred during the period that begins December 1, 2020 and ends on June 30, 2021.

Subrecipients are required to partner, plan, and implement vaccination activities with at least one (1) social service organization serving as a “trusted community partner” that regularly engages at least one (1) of the identified target populations or communities served by this subgrant. Trusted Community Partners may include but are not limited to houses of worship or religious institutions, organizations and businesses that employ target populations, advocacy groups, non-governmental service agencies, and non-profit organizations.

Subrecipients must also utilize the Vaccine Equity Workbook Template that outlines targeted activities to reach identified populations that support jurisdictional needs and priorities and addresses two (2) or more Vaccine Equity Priorities to improve access to vaccinations for target populations. Subrecipients are expected to engage with people in target populations and communities to be served by this subgrant and provide vaccine education and outreach to all target populations identified in the Activity and Performance Measure Plan.

The following Vaccine Equity Priorities have been established to improve access to vaccinations in high-risk communities:

1. Providing support for access and functional needs.
2. Develop and implement community engagement strategies to reduce hesitancy and promote COVID-19 vaccination efforts using culturally and linguistically appropriate tools, resources, outreach, and communication strategies.
3. Provision of vaccine clinics in target zip codes or for specific target populations with consideration of the cultural needs and access and functional needs of the community.

Approved activities could include:

- Contract with a trusted community organization for hyper-local vaccine navigation/appointment setting in high risk communities
- Contract with transportation service to provide door to door transportation to and from vaccination.
- Provide supplies (including personal protective equipment, equipment), and training to trusted community partners
- Plan and implement vaccination activities with organizations and businesses that employ high-risk groups
- Enhance/amplify messaging to promote COVID-19 vaccination, especially among underserved populations
- Local education campaigns and approaches to adapting ODH or CDC materials to community audiences.
- Target communication to high risk communities that explain to the public options for how/where/when they can get COVID-19 vaccine in their communities.
- Expand outreach for vaccination through additional staffing to support non-traditional hours and/or convenient and familiar community locations.
- Assisting and facilitating registration for vaccination through VMS for those that do not have access to the internet or difficulty navigating electronic systems.
- Contract with transportation service to provide transportation to and from vaccination.
- Contract with translation vendor for vaccine clinics.

- Modifying pop-up vaccine clinics to ensure accessibility for people living with mobility impairments.

B. CCPH will submit the VE21 Deliverables and budget justification in GMIS on behalf of GCHD. The VE21 Deliverables are as follows:

a. **Deliverable 1 – Objective 1: Respond to Vaccine Equity Activities Inventory and Activity and Performance Measure Plan**

Successful Completion of the Deliverable Includes:

Objective 1.1: By April 15, 2021 the subrecipient must respond to the COVID-19 Vaccine Equity Activities Inventory to provide a summary of activities between December 1, 2020 and March 31, 2021 provided for a target population that address vaccine equity priorities established by this subgrant that were not funded by other federal funding sources. This inventory will also document each LHD's trusted community partner and commitment to data quality (e.g. importance of reporting race and ethnicity data, commitment to ask the race and ethnicity of all vaccine recipients, and accurately and timely reporting to ODH. All responses will be reviewed for accuracy and completeness as well as adherence to subgrant requirements and criteria. Your Activity and Performance Measure Plan must describe specific activities and provide justification, identify target populations, community partners, target geographic areas, activity dates, and performance measures for planned activities from April 1, 2021- June 30, 2021. These activities will be reviewed and approved with consideration of established subgrant requirements and criteria, including activities being in, near, or related to target ZIP codes provided by ODH. -----50%

b. **Deliverable 2 – Objective 1: Submit: Vaccine Equity Status Report**

Successful Completion of the Deliverable Includes:

Objective 2.1 By April 30, 2021 the subrecipient must submit in GMIS for review and approval a Vaccine Equity Status Report on the ODH-provided template that demonstrates 30% progress toward performance measure targets approved in the Activity and Performance Measure Plan outlined in Objective 1.1-----17%

c. **Deliverable 3 – Objective 1: Submit: Vaccine Equity Status Report**

Successful Completion of the Deliverable Includes:

Objective 3.1: By May 30, 2021 the subrecipient must submit in GMIS for review and approval a Vaccine Equity Status Report on the ODH-provided template that demonstrates 60% progress toward performance measure targets approved in the Activity and Performance Measure Plan outlined in Objective 1.1. -----17%

d. Deliverable 4 – Objective 1: Submit: Vaccine Equity Project Summary
Successful Completion of the Deliverable Includes:

Objective 4.1: By June 30, 2021 the subrecipient must submit in GMIS for review and approval a Vaccine Equity Project Summary on the ODH-provided template that demonstrates 90% progress toward performance measure targets and approved in the Activity and Performance Measure Plan outlined in Objective 1.1 and the estimated total of people served for each activity.-----16%

- C. GCHD will submit a monthly invoice for funding to CCPH by the 5th of each month during the duration of this contract and deliverables by the required deadlines utilizing the ODH template.

ARTICLE II

Time of Performance

- A. Upon approval by the Health Commissioners as representatives of the Board of Health of CCPH and GCHD this contract shall be in effect from April 1, 2021 or upon execution by both parties, whichever is later, through June 30, 2021 unless this contract is suspended or terminated prior to the termination date.
- B. GCHD shall neither perform work nor submit an invoice for payment for work performed under this contract for any time period after the termination date set forth in Article II, Section A, above unless an extension of the contract is passed by both parties.

ARTICLE III

Compensation for Services

- A. Whereas the PHEP FY21 grant requires county wide Emergency Preparedness services, CCPH shall provide the services of an Emergency Preparedness Coordinator, however GCHD employees shall follow emergency response plans and participate in activities and requirements required in the grant or agreed upon by all parties.
- B. In consideration of the services rendered to residents of Crawford County, CCPH agrees to compensate GCHD, not to exceed \$9,164.00 to be paid to GCHD monthly within 30 days of receipt of an invoice for work invoiced for the duration of this agreement from April 1, 2021 through June 30, 2021.
- C. GCHD shall invoice CCPH monthly. The invoice shall contain the deliverables submitted and the amount of the payment due. CCPH shall reimburse GCHD within thirty (30) days of receipt of a valid invoice, for the amount of payment due. Final invoices for services provided under this contract shall be submitted by GCHD no later than thirty (30) days following the termination of the contract.
- D. If invoices cannot be supported with adequate justification, CCPH holds the authority to disapprove the invoice.
- E. CCPH understands and agrees that GCHD shall be compensated at the rate of \$0.45 per mile for all work performed under the COVID-19 Vaccine Equity Supplemental (VE21) Grant.
- F. All out of county travel must be pre-approved by CCPH.

- G. For all other undetermined costs, refer to the OGAPP Manual.

ARTICLE IV

Nature of Relationship

- A. No agency, employment, joint venture or partnership has been or will be created between the parties hereto pursuant to the terms and conditions of this agreement.

ARTICLE V

Conflict of Interest and Ethics Law

- A. The parties hereby covenant that the parties and any officer, members or employee of the parties are in compliance with section 102.04 of the O.R.C. and that if the parties are required to file a statement pursuant to section 102.04(D) (2) of the O.R.C., such statement has been filed with the ODH General Counsel in addition to any other required filings.
- B. The parties hereby certify compliance with the executive agency lobbying requirements of sections 121.60 to 121.69 or the O.R.C.

ARTICLE VI

Sweatshop Free Certification

- A. The parties hereby certify that all facilities used for the production of the supplies or performance of services offered in this contract are in compliance with applicable domestic labor, employment, health and safety, environmental and building laws.

ARTICLE VII

Offshore Outsourcing

- A. The Parties affirm to have read and understand Executive Order 2011-12K and shall abide by those requirements in the performance of this contract, and shall perform no services under this contract outside the United States.

ARTICLE VIII

Suspension and Termination

- A. CCPH and GCHD may suspend or terminate this contract for any reason thirty (30) days after delivery of written notice to the other party.
- B. GCHD, upon receipt of notice of suspension or termination, shall cease work on the suspended or terminated activities under this contract, take all necessary or appropriate steps to limit disbursements and minimize costs as of the date of receipt of notice of suspension or termination and furnish reports describing the status of all work under this contract, including without limitations, result accomplished, conclusions resulting there from, and such other matters as CCPH may require.
- C. In the event of suspension or termination under this Article, the GCHD shall be entitled to compensation, upon submission of proper invoice, for the work performed prior to the effective date of termination or suspension, less any funds previously paid by or on behalf of CCPH.

ARTICLE IX

Amendments

- A. This writing constitutes the entire agreement between the parties with respect to all matters herein. This contract may be amended only by a writing signed by both CCPH and GCHD. However, it is agreed by CCPH and GCHD that any amendments to laws cited herein will result in the correlative modifications of this contract, without the necessity for executing written amendments.

ARTICLE X

Integration

- A. This Agreement sets forth the entire agreement between CCPH and GCHD with regard to the subject matter hereof. All Prior agreements, and covenants, expressed or implied, oral or written, with respect to the subject matter hereof, are hereby superseded by this agreement. This is an integrated agreement. Should the language of this contract conflict with any of the parties' minutes or memorandum, the language of this contract shall control.

ARTICLE XI

Notice

Any notice required or permitted under this Agreement shall be deemed sufficiently given or served if sent by United States certified mail, addressed as follows:

If to CCPH to: Director of Administrative Services

Crawford County General Health District

1520 Isaac Beal Road Bucyrus, Ohio 44820

If to GCHD to: Health Commissioner

Galion City Health Department

113 Harding Way East Galion, Ohio 44833

CCPH and GCHD shall each have the right from time to time to change their operating name or the place notice is to be given under this paragraph by written notice thereof to the other party.


ARTICLE XII

Nondiscrimination and Equal Employment Opportunity

In carrying out this contract the parties shall comply with the Title VI of the Civil Rights Act of 1964, Executive Order 13166, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Age Discrimination Act of 1975, and all applicable State of Ohio and Federal Laws relating to nondiscrimination.

IN WITNESS WHEREOF, CCPH and GCHD has caused this agreement to be executed in and duplicated on its behalf by its Health Commissioners', who have been duly authorized to do so this 2nd day of April, 2021.

Crawford County Public Health

By: 
Kate Siefert, Health Commissioner

Date: May 19, 2021

Galion City Health Department

By: Andrea Barnes

Date: May 21, 2021