



**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST**

TO: Board of County Commissioners
Mark McCauley, County Administrator

FROM: Apple Martine, Public Health Director
Denise Banker, Community Health Director

DATE:

SUBJECT: Agenda item – Memorandum of Understanding with Olympic Community Action Programs (OlyCAP); May 15, 2023 until terminated

STATEMENT OF ISSUE:

Jefferson County Public Health (JCPH), Community Health Division, requests Board approval of the Memorandum of Understanding with OlyCAP for Early Childhood Services (ECS); May 15, 2023 until terminated.

ANALYSIS/STRATEGIC GOALS/PRO'S and CON'S:

OlyCAP and JCPH share common goals of providing services to enhance the health and development of young children. This agreement formalizes a voluntary commitment by OlyCAP ECS and JCPH to facilitate an effective working relationship in order to benefit our community's young children and their families.

FISCAL IMPACT/COST BENEFIT ANALYSIS:

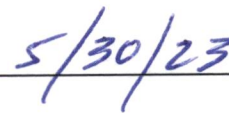
There is no financial component to this Memorandum of Understanding.

RECOMMENDATION:

JCPH management requests approval of the Memorandum of Understanding with OlyCAP for Early Childhood Services; May 15, 2023 until terminated.

REVIEWED BY:


Mark McCauley, County Administrator


Date

CONTRACT REVIEW FORM

Clear Form

(INSTRUCTIONS ARE ON THE NEXT PAGE)

CONTRACT WITH: Olympic Community Action Programs

Contract No: N-23-028

Contract For: Early Childhood Services

Term: 5/15/2023 - until terminated

COUNTY DEPARTMENT: Public Health

Contact Person: Denise Banker

Contact Phone: x 438

Contact email: dbanker@co.jefferson.wa.us

AMOUNT: --

Revenue: _____

Expenditure: _____

Matching Funds Required: _____

Sources(s) of Matching Funds: _____

Fund # _____

Munis Org/Obj _____

PROCESS:

- ☐ Exempt from Bid Process
- ☐ Cooperative Purchase
- ☐ Competitive Sealed Bid
- ☐ Small Works Roster
- ☐ Vendor List Bid
- ☐ RFP or RFQ
- ☒ Other: NA

APPROVAL STEPS:

STEP 1: DEPARTMENT CERTIFIES COMPLIANCE WITH JCC 3.55.080 AND CHAPTER 42.23 RCW.

CERTIFIED: ☒ N/A: ☐

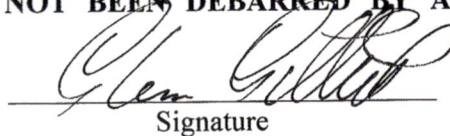

Signature

May 16, 2023

Date

STEP 2: DEPARTMENT CERTIFIES THE PERSON PROPOSED FOR CONTRACTING WITH THE COUNTY (CONTRACTOR) HAS NOT BEEN DEBARRED BY ANY FEDERAL, STATE, OR LOCAL AGENCY.

CERTIFIED: ☒ N/A: ☐


Signature

May 16, 2023

Date

STEP 3: RISK MANAGEMENT REVIEW (will be added electronically through Laserfiche):

Electronically approved by Risk Management on 5/26/2023.

STEP 4: PROSECUTING ATTORNEY REVIEW (will be added electronically through Laserfiche):

Electronically approved as to form by PAO on 5/25/2023.

This MOU says how OlyCAP and the County are going to work together on a joint project.

STEP 5: DEPARTMENT MAKES REVISIONS & RESUBMITS TO RISK MANAGEMENT AND PROSECUTING ATTORNEY(IF REQUIRED).

STEP 6: CONTRACTOR SIGNS

STEP 7: SUBMIT TO BOCC FOR APPROVAL



Olympic Community Action Programs

Memorandum of Understanding

Between

Olympic Community Action Program, Early Childhood Services

And

Jefferson County Public Health

The Olympic Community Action Programs, Early Childhood Services and the Jefferson County Public Health share common goals of prevention, identification and treatment of disease as well as healthy development for young children. In order to meet these goals this agreement formalizes a voluntary commitment by OlyCAP ECS and JCPH to facilitate an effective working relationship in order to benefit our community's young children and their families.

Term: May 15, 2023 and ending at the request of either party.

OlyCAP Early Childhood Services Will:

1. With signed and appropriate consent, refer eligible Early Head Start/Head Start, ECEAP and child care families to Family Health Services, WIC, Children with Special Health Care Needs and comprehensive perinatal service providers and provide case management to assure continuity of care.
2. With signed client consent, communicate and coordinate with appropriate public health staff, WIC and Nurse Family Partnership regarding follow-up and client outcome information as needed to better serve children and families of Jefferson County.
3. Provide a center based, and/or home based comprehensive child development program to eligible Jefferson County families.
4. Provide opportunities for shared training with community partners on such topics as post-partum depression, smoking cessation, infant and child mental health, CPR and First Aids, family planning and child development, immunizations
5. Provide opportunities for parent education on topics related to health and family life.



Olympic Community Action Programs

Jefferson County Department Public Health Will:

1. Provide WIC Supplemental Nutrition Program Services to eligible, pregnant, breastfeeding, postpartum women, infants and young children. With signed consent from OlyCAP, medical information, (such as hematocrit/hemoglobin status, height and weight), nutritional assessments will be shared which will benefit service delivery for OlyCAP Early Childhood Services.
2. Provide referral for MSS/ICM and other programs to eligible pregnant women.
3. With signed and appropriate consent, share information on high-risk, concurrently served children.
4. Where possible, provide parent and OlyCAP ECS staff education and/or outreach on health related topics including communicable disease prevention, prenatal care, breast-feeding, dental health, diet, family planning, tobacco education and referral to substance abuse education and services, and immunizations.
5. Refer eligible families to OlyCAP Early Head Start, Head Start, ECEAP and Child Care services.

Shared Responsibility:

1. When possible, collaborate to provide training opportunities for the community on such topics as breast feeding, prenatal education and support, family life, health, and substance abuse.
2. Share outreach and/or education materials such as videos, pamphlets, and program brochures.
3. Promote strategies that focus on the larger determinants of healthy outcome in children and families. These strategies may include emphasis on prevention, health behaviors, and a medical and dental home for families, prevention or cessation of tobacco use, domestic violence and substance abuse.
4. As appropriate, provide exchange of program data as relating to community needs assessment needs.



Olympic Community Action Programs

MOU

Olympic Community Action Programs

Signed: *Janara Pidotter*

Marko Wilkin

Date: 5-15-23

Jefferson County Washington,
dba Jefferson County Public Health

Signed:

Date:

Greg Brotherton, Chair
Board of County Commissioners

Approved as to form only:

P.C. Hunsucker

May 25, 2023

Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney