

**Memorandum of Understanding
Between
Mercer County-Celina City Health Department
&
Celina School District**

The purpose of the Memorandum of Understanding (MOU) is to define the relationship between the Mercer County Celina City Health Department (MCCCHD) and the Celina School District during a public health emergency/crisis.

For this purpose, a public health emergency/crisis, means an occurrence or condition which results in an actual or imminent threat of harm to the public health and safety due to Bioterrorism or terrorism events, outbreaks or release of dangerously contagious or infectious disease, natural occurrences, infectious agents, chemical agents or other situations that possess substantial probability of death, long-term disability, or future harm in the affected population.

The Celina School District acknowledges the intent to serve as a Point of Dispensing Site (POD) to the Strategic National Stockpile (SNS). SNS is a cache of pharmaceuticals and other medical supplies that would be delivered to Mercer County during a public health emergency/ crisis. A POD is a location where the SNS materials and medication will be dispensed to the public. The Celina School District will not be used unless there is a large-scale public health emergency/ crisis and it is determined that there is a need to request a large quantity of medication. Multiple schools within the Celina School District may be used simultaneously throughout the event. Prepared sites will include:

Location:	Celina High School 715 East Wayne Street Celina, Ohio 45822 Phone: 419.586.8300	Celina Education Complex 585 East Livingston Street Celina, Ohio 45822 Phone: 419.586.8300
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Attached to this memorandum is a copy of the Celina Ed Complex and the Celina High School mass clinic plan.

The Celina School District agrees to the following:

1. Allow use of its facilities, grounds and equipment:

After it is determined that the Strategic National Stockpile will be activated and upon the request of Mercer County – Celina City Health Department, the Celina School District will permit the use of its facilities, grounds and equipment to MCCCHD and its associates, to the extent of it's ability, within 12 hours of the request and for the time period being requested for the purpose of mass dispensing clinics for disease prevention and control activities. Facility use may include, but is not limited to:

- Office equipment, including telephones, computers, internet access, copy machines, printers and fax machines
- Tables, chairs, desks, cots, wheelchairs, dollies, material handling equipment and other available supplies
- Restrooms, refrigerators, and water fountains
- Parking areas

2. Designate three points-of-contact in case of an emergency:
 - An *Administrative* point-of-contact will serve as the primary point-of-contact. This person should have the authority and ability to open the facility/building at any time.
 - A *Facilities* point-of-contact will work with MCCCHD personnel to move tables, chairs, etc.
 - A *Security* point-of-contact will work with MCCCHD and local law enforcement in making security plans. This person should have the authority and ability to open the building(s).
3. Allow facilities to be visited by members of the MCCCHD for the development and maintenance of a mass-dispensing plan. Visits will be made after receiving prior approval from the principal or primary point-of-contact.
4. Allow the facility/building to be listed in a confidential MCCCHD Public Health Emergency Response Plan. A copy of the plan will be kept on file at MCCCHD, Office of Emergency Management, at the Ohio Department of Health and Ohio Emergency Management Agency.
5. List primary and backup point-of-contacts and notify the MCCCHD of changes in this contact information.
6. Encourage school personnel (especially school nurses) to volunteer at the POD during a public health emergency/crisis.

The MCCCHD agrees to the following:

1. Provide a point-of-contact person to answer questions or concerns about these arrangements.
2. After the event and as possible, work with appropriate reimbursing Federal/State Agencies to ensure the replacement or reimbursement to the Celina School District for any food, supplies, and utilities (including telephone charges, faxes, copying machines, copy paper, etc) that may be used by the MCCCHD in conducting mass dispensing operations.
3. Assure that health and security professionals will triage at the entrance of the facilities and, to the best of their ability, prevent contagious people from entering.
4. Assure that any post-event clean-up is performed.
5. Provide Just-in-Time Training to staff working with MCCCHD during a public health emergency/crisis.
6. Include the Celina School District Administrators and staff volunteers working with MCCCHD during a public health emergency/crisis in the priority prophylaxis population.

Liability

1. The Celina School District, by volunteering to be used as a POD site without any compensation for its use, is designated as a volunteer of Mercer County, Ohio. All liability policies covering Mercer County, Ohio facilities, including but not limited to professional liability, tort liability, and premises liability, are applicable to the Celina School District during its use as a point-of-dispensing site.

2. In the event that an incident is not covered then:

- a. Any and all claims, demands, expenses, liabilities, and losses as a result of incidents or damages to any facilities, which may arise out of any acts or failure to act of MCCCHD, its employees, agents, volunteers or contractor, in connection with the performances of dispensing services provided by MCCCHD will be compensated through Federal and Ohio state emergency and disaster funds.
- b. The facility/Celina City Schools shall be liable for any and all claims, demands, expenses, liabilities, and losses as a result of incidents or damage to the facilities which may arise of any acts or failures to act of the Celina School District, its employees, agents or contractors, in connection with the performance of the serves provided by the facility/ Celina School District to this Memorandum of Understanding.

3. Property damage not covered by any of the above conditions shall be the responsibility of Celina School District.

Effective Date of Memorandum of Understanding:

This agreement will become effective the date it is signed, and will remain in effect for three (3) years unless one or both parties want to terminate agreement. This agreement will be reviewed for renewal ninety (90) days prior to expiration. Termination of this agreement would require written notice thirty (30) days prior to the effective date of termination.

The parties to the Agreement hereby agree to any and all provisions as stipulated above.

Signature Block for Celina School District:

Signature  Date: 4/27/16
Name Ken Schmiesing
Title Superintendent

Signature Block for Mercer County-Celina City Health Department:

Signature _____ Date: _____
Name Amy Poor
Title Health Commissioner

Memorandum of Understanding for Points of Dispensing (POD)
Point-of-Contact Information

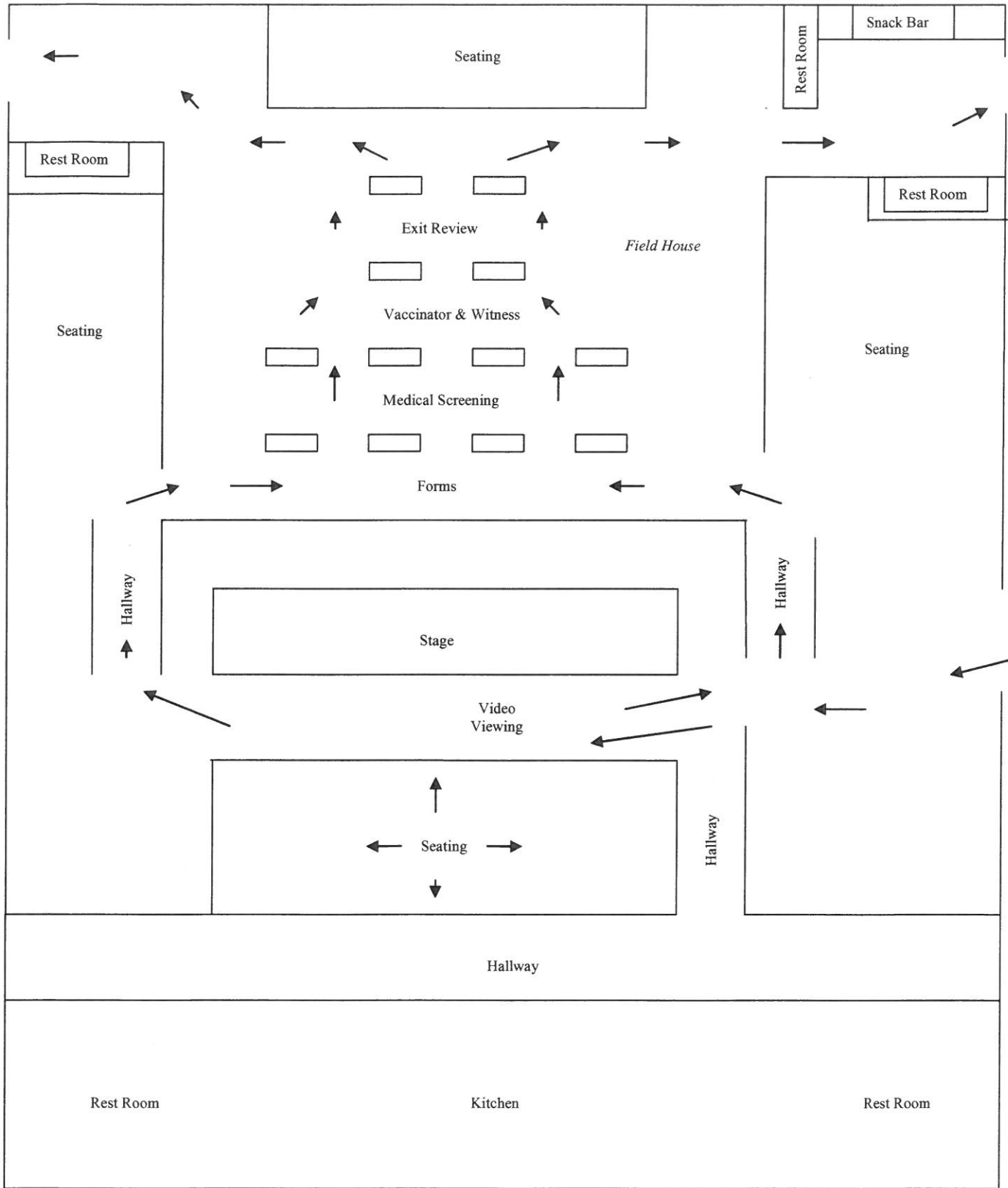
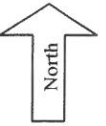
Celina School District Contact Information

Contact Person	Title	Work Phone	After Hours Phone
Ken Schmiesing	Superintendent	419.586.8300 x1002	
Dean Giesige	Business Manager	419.586.8300 x1014	

Mercer County – Celina City Health Department Contact Information

Contact Person	Title	Work Phone	After Hours Phone
Julie Shaffer, RN, BSN	Director of Nursing	419.568.3251 x1279	419.733.7467
Amy Poor	Health Commissioner	419.568.3251 x1273	419.733.3790
Deb Scheer	Director of Emergency Response	419.586.3251 x1298	419.584.6662
Michelle Kimmel, R.S.	Director of Environmental Health	419.568.3251 x1274	419.584.6290

Celina Clinic - Ed Complex & Field House



Celina Clinic - Celina High School

