

BILL NO. 21-23

ORDINANCE NO. 4.561

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE CLAY COUNTY PUBLIC HEALTH CENTER TO PROVIDE COVID-19 VACCINATIONS TO HOMEBOUND RESIDENTS.

WHEREAS, the Clay County Public Health Center has the ability to order, store and allocate COVID-19 vaccinations; and

WHEREAS, the City of Gladstone employs approximately thirty-five (35) Emergency Medical Technician – Paramedics who are qualified and licensed by the State of Missouri to administer vaccinations; and


WHEREAS, both the City of Gladstone and the Clay County Health Center understand the importance of providing COVID-19 vaccinations to elderly and immune system compromised individuals who are unable to leave their homes or otherwise receive the vaccination; and

WHEREAS, the City of Gladstone and the Clay County Health Center wish to enter into a Memorandum of Understanding to provide COVID-19 vaccinations to homebound Gladstone residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI AS FOLLOWS:

THAT, the City Manager of the City of Gladstone, Missouri, is hereby authorized to enter into a cooperative agreement with the Clay County Health Center to provide COVID-19 vaccinations to homebound Gladstone residents on the terms and conditions described herein and as more particularly set forth in the Memorandum of Understanding.

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 26TH DAY OF JULY, 2021.


R.D. Mallams, Mayor

ATTEST:


Ruth E. Bocchino, City Clerk

1st Reading: July 26, 2021

2nd Reading: July 26, 2021



Request for Council Action

RES # City Clerk Only

BILL # 21-23

ORD # 4.561

Date: 7/19/2021

Department: Public Safety

Meeting Date Requested: 7/26/2021

Public Hearing: Yes Date: [Click here to enter a date.](#)

Subject: An Ordinance authorizing the City Manager to enter into a cooperative agreement with the Clay County Public Health Center to provide COVID-19 vaccinations to homebound Gladstone residents.

Background: The Clay County Public Health Center continues to identify those in need of COVID-19 vaccinations, specifically individuals who are homebound and unable to receive the vaccination through the ordinary channels of distribution. It is a priority of the medical community to vaccinate as many individuals who elect to receive the COVID-19 vaccine as possible and the City of Gladstone supports these efforts. The Clay County Public Health Center has proposed entering into a cooperative agreement with the City of Gladstone to have Fire/EMS paramedics employed by the City vaccinate homebound residents. The Clay County Health Center would be responsible for identifying homebound residents, storing, diluting and providing the prepared vaccine to our personnel; the City of Gladstone would be responsible for transporting and administering the vaccine under CDC guidelines, which includes the mandated 15 or 30-minute observation period following inoculation.

Budget Discussion: Funds are budgeted in the amount of \$ 0 from the Choose a Fund Fund. Ongoing costs are estimated to be \$ 0 annually. Previous years' funding was \$0

Public/Board/Staff Input: Staff recommends approval of this Bill

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Bob Baer
Department Director/Administrator

JM
City Attorney

SW
City Manager

BFM 21-23
Ord 4.561



CLAY COUNTY

PUBLIC HEALTH CENTER



800 Haines Drive

Liberty, MO 64068

p. 816-595-4200

clayhealth.com

**Memorandum of Understanding
Between
Emergency Management Services and Clay County Public Health Center
COVID-19 Vaccination of Homebound Residents**

This Professional Services Agreement is entered into effective _____, 2021, by
The City of Galvestone, MO and the Clay County Public Health Center (CCPHC).

Purpose: The purpose of this Memorandum of Understanding is to provide a structured plan for the COVID-19 vaccine supply acquisition, storage handling, transportation, administration, and documentation through the Homebound Individuals Vaccination program in Clay County, Missouri.

Procedure:

A. Details of Agreement

- a. Clay County Public Health Center is to be responsible for the ordering and overnight storage of all COVID-19 vaccine to be used in the Homebound COVID-19 Vaccine Clinics.
- b. CCPHC will maintain positive control over vaccine allocation while under the custody of CCPHC. Once transferred to EMS, the entity with physical possession of the vaccine will become responsible for storage, transport, and handling during this time period-as per this MOU.
- c. This agreement will be in place until there is no longer a need for these services.

B. Vaccine Storage and Handling

- a. COVID-19 vaccine is only to be stored overnight at Clay County Public Health Center's main location (800 Haines Drive Liberty, MO, 64068).
- b. CCPHC is responsible for ensuring the cold chain has been followed at all points before and after the EMS clinics.
- c. EMS staff is responsible for ensuring the cold chain has been followed at all times while vaccine is in their custody. Any temperature excursions must be reported to CCPHC staff immediately and the vaccine returned to CCPHC. Contact information is below.
- d. Vaccine will be provided within refrigerated temperature range (2 to 8 degrees Celsius or 36 to 46 degrees Fahrenheit). Due to the limited amount of time that some of these vaccines may be stored at this temperature range, every effort must be made to plan for the exact number of doses needed to be administered at each clinic. CCPHC will provide exact guidelines in writing to include pertinent details such as what times the vaccine must be administered for each vaccine pickup. All the instructions must be followed, without exception.

C. Supplies and Vaccine

- a. Vaccine will be received directly from the Missouri Department of Health and Senior Services and the Centers for Disease Control and Prevention. The following supplies will be provided to EMS, by Clay County Public Health Center.
- b.
 - i. Vaccine
 - ii. Vaccine diluent (Pfizer vaccine)
 - iii. PPE
 - 1. Facemasks
 - 2. Face shields
 - iv. Syringes and needles
 - v. Alcohol pads
 - vi. Vaccine documentation cards
- c. Additional supplies may be provided by CCPHC, per the request of the EMS partner. Please provide at least 7 calendar days' notice when requesting these additional supplies.
 - i. Bandages
 - ii. Sharps containers
 - iii. Gloves
 - iv. Hand sanitizer
 - v. Sanitizing wipes
 - vi. Temporary vaccine storage container with thermometer (must be returned to CCPHC at the end of each day, along with any extra unopened vaccine vials).
 - vii. Paper copies of the vaccine consent
 - viii. Paper copies of the EUA Fact Sheet for Recipients
- d. Note: CCPHC cannot reimburse additional costs acquired through this program.

D. Clinic Planning

- a. EMS is responsible for coordination and scheduling of home visits.
- b. EMS will provide CCPHC with total number of vaccines needed as well as supplies needed at least 2 full business days prior to the clinic.
- c. By scheduling these clinics, the EMS provider agrees to return and provide the booster dose of vaccine to the individuals vaccinated.
 - i. Pfizer vaccine: 3 weeks
 - ii. Moderna vaccine: 4 weeks
 - iii. Johnson & Johnson: no booster dose required

E. Pickup and Return of Vaccine from Clay County Public Health Center

- a. The EMS partner will contact CCPHC with at least 2 business days-notice to confirm there is sufficient vaccine supply to support the vaccination efforts. Before scheduling patients, EMS must assure there will be a CCPHC staff member available to prepare the vaccine for transport and accept any unopened vials at the end of the clinic day for return to appropriate storage (if applicable).
- b. The EMS partner will arrange a time for pickup of vaccine at least 2 business days before the planned event. Pickup of vaccine will need to occur between normal business hours (M-F, 8:00 am-4:30 pm) excluding CCPHC or federal holidays.
- c. Only the following individuals are authorized to pick up CCPHC's supply of ultra-cold COVID-19 vaccine. CCPHC may ask for a photo ID to confirm identity of the individual that picks up the vaccine and supplies.
 - i. Name _____
 - ii. Name _____
 - iii. Name _____

F. Transportation of Vaccine for Mobile Clinics

- a. Pack vaccine in appropriate containers using the following method:
 - i. Refrigerated Vaccine: If mobile refrigerators can be cooled to the proper temperature before packing and transporting vaccine, those should be used. These mobile refrigerators must have a temperature monitoring device placed with the vaccines.
 - ii. Document exact time and date when vaccine left and returns to CCPHC's custody on a form to be kept and maintained by Clay County Public Health Center staff.

G. Vaccine Administration

- a. All EMS staff involved in transport, administration, and documentation of COVID-19 vaccine are to be familiar with the EUA for that specific vaccine including dosing, patient education, storage and handling, and other requirements. This information is available through the Missouri COVID-19 vaccine website <https://covidvaccine.mo.gov>
- b. EMS staff is to have each client, or their designee complete the consent form.
- c. EMS staff is to provide a copy of the client EUA for the vaccine and information on V-Safe.

H. Documentation

- a. EMS staff to use the State of Missouri Vaccination Form to document all vaccines. 580-3353 (3-2021) COVID-19 VACCINATION SCREENING AND CONSENT UNDER EMERGENCY USE AUTHORIZATION (mo.gov)
- b. The fully completed consent form must be returned to Clay County Public Health Center designated staff before the end of the same business day as the vaccination occurred. If that is not possible, please work with the Clay County Public Health Center Program Manager of Immunizations to coordinate alternate plans.
- c. Clay County Public Center staff will be responsible for entering the vaccination information into the CCPHC EHR, which will report the vaccine information to the state immunization registry, ShowMeVax.

I. Contact Information

- a. In event of emergency, temperature excursion, contact the following people listed below any time 24/7. If the first person does not answer, call the next person in line.
 - i. Corrie Courtney (Immunizations Program Manager): (816) 206-4298
 - ii. Jason Stalling (CHP Section Chief): (816) 200-3542
 - iii. CCPHC Emergency Duty Officer: (816) 595-4387
- b. For general, non-emergency, questions about this agreement, please contact Corrie Courtney, Program Manager of Immunizations at Clay County Public Health Center at (816) 206-4298 or ccourtney@clayhealth.com.

J. Termination

- a. Notwithstanding anything in this Agreement to the contrary, CCPHC may terminate this Agreement at any time with fifteen (15) days' written Notice.

K. Compliance

- a. By signing this form, I understand this is an agreement between my organization and Clay County Public Health Center. I also certify on behalf of myself, my medical practice, or other legal entity with staff authorized to administer vaccines, and all the practitioners, nurses and others associated with this Organization that I have read and agree to this MOU and are accountable for compliance with these requirements. Non-compliance with the terms of this agreement may result in suspension or termination of this agreement.

Memorandum of Understanding
COVID-19 Vaccination of Homebound Residents
Emergency Management Services and Clay County Public Health Center


Signature

8/9/2021
Date

Scott Wingerson
Name

City Manager
Title:



Daniel Purdom, MD
Medical Director, CCPHC

8/2/21
Date



Darrell Meinke, MPH
Deputy Director, CCPHC

8/2/21
Date



Jason Stalling, MBA, CFHA
Section Chief, CHP

8/2/21
Date



Corrie Courtney, MPH, BSN, RN
Program Manager of Immunizations

7-29-21
Date