

**RESOLUTION NUMBER 2019-198 APPROVING LOCAL COMMUNITY CONSORTIUM (LCC) MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE ASHTABULA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD (MHRS); THE ASHTABULA COUNTY COMMISSIONERS; ASHTABULA COUNTY HEALTH DEPARTMENT; COMMUNITY COUNSELING CENTER; AND NORTHWEST AMBULANCE DISTRICT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28<sup>th</sup> day of May, 2019, in regular session at the offices of Morgan Township, located at Morgan Hose Fire Dept., Rock Creek, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski, Kathryn L. Whittington.

WHEREAS, Miriam Walton, Director of the Ashtabula County Mental Health and Recovery Services Board has presented a Memorandum of Understanding which involves the Health Resources and Services Administration (HRSA) RCORP-Planning project, whose purpose is to support prevention of and treatment for substance use disorders, including opioid use disorder (OUD); and

WHEREAS, the overall goal of the program is to reduce the morbidity and mortality associated with opioid overdoses in high-risk rural communities by strengthening the capacity of multi-sector consortiums to address one or more of three focus areas at community, county, state and/or regional levels; and

WHEREAS, a Memorandum of Understanding has been presented for the approval of the Board, to-wit:

**Manager:** Ash. Co. Mental Health & Recovery Services Board, 4817 State Rd., Ste. 203, Ashtabula, OH 44004

**Collaborators:** Ashtabula County Board of Commissioners, 25 W. Jefferson St., Jefferson, OH 44047  
Ashtabula County Health Dept., 12 W. Jefferson St., Jefferson, OH 44047  
Community Counseling Center, 2801 "C" Court, Ashtabula, OH 44004  
Northwest Ambulance District, 1 S. Broadway St., Geneva, OH 44041

**Grant Period:** begin upon signing by representatives of the collaborators and Ashtabula County MHRS and will remain in effect for the duration of the funding period for the Communities of Practice for Rural Communities Opioid Response Program (COP-RCORP)

**Purpose:** providing leadership to reduce morbidity and mortality associated with opioid overdoses in the target area by strengthening the capacity of collaboration in the community.

**Amount:** no cost

WHEREAS, the Memorandum of Understanding has been reviewed and found to be necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the Memorandum of Understanding is approved in accordance with the copy now on file in this office.

**MOTION:** Whittington moved the adoption, Kozlowski seconded. **DISCUSSION:** None

**VOTE:** Yeas: Whittington, Ducro, Kozlowski **Nays:** None **Abstained:** None **Absent:** None

Whereupon the resolution was declared passed unanimously.

**CERTIFICATE**

This is to certify that I, Lisa Hawkins, as Clerk of the Board of County Commissioners of Ashtabula County, Ohio has compared the foregoing copy of the **RESOLUTION NUMBER 2019-198** with the original resolution now on file in this office, which was duly passed by the board of Commissioners of said County of Ashtabula on the May 28, 2019; and that the same is a correct and true copy of said resolution.

In witness whereof, I have hereunto set my hand this 28<sup>th</sup> day of May, 2019.

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Lisa Hawkins, Clerk of the Board of Ashtabula County Commissioners'

**LOCAL COMMUNITY CONSORTIUM (LCC)  
MEMORANDUM OF UNDERSTANDING**

Between

**Ashtabula County Mental Health and Recovery Services Board (MHRSB)**

and

**Ashtabula County Commissioners,  
Ashtabula County Health Department, Community Counseling Center,  
Northwest Ambulance District**

**PURPOSE and SCOPE**

The purpose of the Health Resources and Services Administration (HRSA) RCORP-Planning project is to support prevention of and treatment for substance use disorders, including opioid use disorder (OUD). The overall goal of the program is to reduce the morbidity and mortality associated with opioid overdoses in high-risk rural communities by strengthening the capacity of multi-sector consortiums to address one or more of three focus areas at community, county, state, and/or regional levels: (1) Prevention—reducing the occurrence of opioid addiction among new and at-risk users as well as fatal opioid-related overdoses through community and provider education and harm reduction measures including the strategic placement of overdose reversing devices, such as naloxone; (2) Treatment—implementing or expanding access to evidence-based practices for OUD treatment, such as medication-assisted treatment (MAT); and (3) Recovery—expanding peer recovery and treatment options that help people start and stay in recovery.

Ashtabula County Mental Health and Recovery Services Board (MHRSB) has been awarded an RCORP-Planning grant that will benefit Ashtabula County, OH and consortium members (hereinafter referred to as “Collaborators”) by:

- Providing leadership to reduce morbidity and mortality associated with opioid overdoses in the target area by strengthening the capacity of collaboration in the community.

This Memorandum of Understanding (MOU) clearly identifies the roles and responsibilities of the Ashtabula County MHRSB and Collaborators.

**DURATION**

This MOU shall become effective upon signature by the duly authorized representatives of the Collaborators and Ashtabula County MHRSB and will remain in effect for the duration of the funding period for the Communities of Practice for Rural Communities Opioid Response Program (COP-RCORP), unless modified by mutual consent and executed in writing by the authorized representatives of all parties. The MOU is at-will and may be terminated by any party at any time upon written notice to the other party.

## **FUNDING**

There is no funding provided under this MOU.

## **GENERAL ROLES and RESPONSIBILITIES**

The Ashtabula County MHR SB, Ashtabula County Commissioners, Ashtabula County Health Department, Community Counseling Center and Northwest Ambulance District understand that the RCORP-Planning award is to be used for the activities proposed in the COP-RCORP's work plan, that the activities must exclusively benefit populations in the target rural service area, and that funding is not to be used for the exclusive benefit of Ashtabula County MHR SB or any one Collaborator.

## **ROLES and RESPONSIBILITIES OF Ashtabula County MHR SB**

Ashtabula County MHR SB will contribute the following expertise toward completion of the COP-RCORP:

- The ability to complete all tasks needed to meet the deliverables of the project.
- The skills to manage the funding received through the project as outlined in the MOU to exclusively benefit populations in the target rural service area, and that funding is not to be used for the exclusive benefit of Ashtabula County MHR SB or any one Collaborator.
- The staff to complete all preliminary work and facilitate the Collaborative planning meetings.
- The expertise to share all learning and information gathered through the process with all Collaborators, the Ashtabula County Substance Abuse Leadership Team and the Community.

As a COP-RCORP-funding recipient, Ashtabula County MHR SB will undertake the following activities:

- Administer Health Resources and Services Administration (HRSA) funds on behalf of COP-RCORP in a manner consistent with federal grant guidelines.
- Facilitate collaboration toward the completion of the goals, objectives, activities, management, and evaluation of COP-RCORP as submitted for HRSA funding, which will include
  - Developing and strengthening the local community consortium
  - Completing opportunity and gap analysis around OUD
  - Developing a comprehensive strategic plan to address gaps and unmet needs in the target area around OUD prevention, treatment and recovery
  - Developing a workforce plan that addresses identified gaps in the target area's workforce
  - Developing a sustainability plan to ensure that the local community consortium, capacity enhancements, and readiness to implement key initiatives identified through the strategic planning process are sustained beyond the 12-month period of performance

## **ROLES and RESPONSIBILITIES OF COLLABORATORS**

Ashtabula County Commissioners, Ashtabula County Health Department, Community Counseling Center and Northwest Ambulance District will contribute the following expertise toward completion of the COP-RCORP project:

- Ashtabula County Commissioners bring expertise in workforce development and planning as well as the ability to understand and communicate the needs of the community
- Ashtabula County Health Department has expertise in the health needs and health disparities of Ashtabula County. They lead the County-wide Health Needs Assessment process and chair the

County Health Needs Assessment Oversight Committee which has identified Opiate Overdose Prevention and Substance Abuse Prevention as a major health need of the County. The County Health Department also is the central distribution point for free naloxone for first responders and community members.

- Community Counseling Center is a local substance abuse and mental health treatment provider that provides medication assisted treatment and understands the needs of the community. Community Counseling Center also provides prevention services, assists with naloxone distribution and is a leader in trauma informed care and addressing community trauma.
- Northwest Ambulance District is a long-established organization skilled as a first responder. They have a deep understanding of the needs of the community and provide community driven services. They also have an outstanding county-wide communication system with other first responders.

Collaborators commit to:

- Dedicate staff time for meetings regarding COP-RCORP project.
- Treat shared information as confidential and agree not to disclose shared information to unauthorized entities.
- Disclose any conflict of interest that may arise in the course of COP-RCORP activities.
- Protect patients and comply with all Health Insurance Portability and Accountability Act and federal requirements.

Further, the Ashtabula County Commissioners, Ashtabula County Health Department, Community Counseling Center, and Northwest Ambulance District commit to undertaking the following activities:

- Participating in Local Community Consortium meetings and discussions to produce the COP-RCORP project goals, activities, and objectives outlined above.
- Share expertise and experience in reducing the morbidity and mortality associated with opioid overdoses in Ashtabula County, OH by strengthening the capacity of collaboration.
- Continue current partnerships and linkages to contribute to the overall success of the project.
- Participate in planning and training activities targeted at reducing morbidity and mortality associated with opioid overdoses in Ashtabula County, OH.
- Fully endorse and implement the strategic, workforce, and sustainability plans developed by COP-RCORP.

## **BENEFITS OF COLLABORATION**

Collaboration on the COP-RCORP project will enhance prevention, treatment, and recovery service capacity to address the needs of individuals at-risk for and with OUD. Collaboration will expand access to evidence-based treatment for OUD and peer recovery treatment options. Collaborating organizations will benefit from contributing to the reduction in morbidity and mortality related to opioid use and overdose.

## **GOVERNING STRUCTURE**

This group will serve as a subcommittee of the Ashtabula County Substance Abuse Leadership Team and report on the work of the collaborative to the Substance Abuse Leadership Team at quarterly meetings.

## USE OF COP-RCORP NAME

No party will use the name or logo of COP-RCORP in any advertisement, press release, or other publicity without written prior approval of Ashtabula County MHRSB. Ashtabula County MHRSB has the right to acknowledge Collaborator's support of the work performed under this MOU in public communications after approval of the Collaborators of the public communication.

## TERMINATION

It is mutually understood and agreed by and among the parties that Collaborators will provide at least 30 days' notice of the intention to withdraw from COP-RCORP. If a Collaborator chooses to withdraw, said Collaborator commits to making arrangements to complete assigned or pending activities before termination.

## EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of each authorized representative listed in this Agreement and will remain in effect for at least the duration of the funding period for COP-RCORP. Parties indicate agreement with this MOU by their signatures on the appended Letter of Commitment.

### Ashtabula County Mental Health and Recovery Services Board



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Date: 5/21/19

Miriam E. Walton, MA, MSW, LISW  
Director  
4817 State Road, Suite 203, Ashtabula, OH 44004  
[ashtabadmhbd@suite224.net](mailto:ashtabadmhbd@suite224.net)  
440-992-3121

### Ashtabula County Commissioners

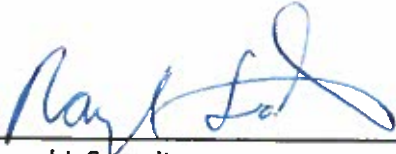


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Date: 5/28/19

J.P. Ducro, IV  
Board President  
25 West Jefferson Street, 2<sup>nd</sup> Floor Old Courthouse, Jefferson, OH 44047  
[commissioners@ashtabulacounty.us](mailto:commissioners@ashtabulacounty.us)  
440-576-3750

**Ashtabula County Health Department**



Raymond J. Saporito  
Ashtabula County Health Commissioner  
12 West Jefferson Street, Jefferson, OH 44047  
[rsaporito@ashtabulacountyhealth.com](mailto:rsaporito@ashtabulacountyhealth.com)  
440-576-3023

Date: 5/21/19

**Community Counseling Center**



Paul Bolino  
CEO  
2801 "C" Court, Ashtabula, Ohio 44004  
[paul.bolino@cccOhio.com](mailto:paul.bolino@cccOhio.com)  
440-998-4210

Date: 5/21/19

**Northwest Ambulance District**



Vince Gildone  
Administrator

1480 South Broadway, Geneva, Ohio 44041  
[nad@suite224.net](mailto:nad@suite224.net)  
440-466-4900

Date: 5/21/19