



MILAM COUNTY HEALTH DEPARTMENT

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October 7, 2022

Dr Remy Godfrey
Superintendent
Buckholts ISD
203 S. 10th Street
Buckholts, Texas 76518

Dr. Godfrey,

I'm sending this letter to request Buckholts ISD's continued support of the memorandum of agreement (MOA) and memorandum of understanding (MOU) with Milam County to support both the use of facilities, staff, and transportation if needed during an emergency. This partnership has existed for more than the 6 years I've been the director of the Milam County Health Department. Due to COVID the resigning of the MOA and MOU were not completed annually as previously done. As COVID is slowing down it is allowing for time to get back into the normal routine. Enclosed you will find two copies of the MOA and of the MOU, this is to ensure a signed copy is returned to Buckholts ISD and one is maintained on file with Milam County.

Please return to the undersigned by November 7, 2022 to ensure this will be on the Commissioners Court Agenda for November 14, 2022. A self-addressed envelope is included to return the signed documents.

Please sign in **blue** ink but do not date your signature. I will ensure the MOU and MOA are dated when the MOU and MOA goes through Commissioners Court on November 14, 2022 for approval and then County Judge Steve Young will sign the MOU and MOA. After Commissioners Court has concluded, I will ensure a signed copy is provided to Buckholts ISD.

If you have any questions, please do not hesitate to contact our office at 254-697-7039.

Thank for your continued partnership,

Robert Kirkpatrick, M.S.
Executive Director
Milam County Health Department

MEMORANDUM OF AGREEMENT

BETWEEN MILAM COUNTY

AND THE

BUCKHOLTS INDEPENDENT SCHOOL DISTRICT

I. PURPOSE

This agreement embodies an understanding between the Buckholts Independent School District and the Milam County Health Department, hereafter referred to as MCHD in preparation and planning in case of a Post-Event All-Hazards Clinic is held in Milam County.

The Milam County Health, in collaboration with the Milam County Homeland Security Department's, main purpose and goal in this project is to provide a safe and efficient clinic to manage the vaccination/prophylaxis of some 26,000 Milam County residents.

Milam County and the Buckholts Independent School District jointly acknowledge their respective administrative and financial responsibility.

Upon request from the Milam County Homeland Security Department, the Buckholts Independent School District agrees to make its buildings, cafeteria and facilities available to the Milam County Health Department for the purpose of conducting these clinics for the residents of Milam County. The Milam County Health Department Director, the Homeland Security Department Coordinator and the Superintendent of the Buckholts Independent School District will be responsible for preplanning and implementing the agreement.

II. METHODS OF COOPERATION

A. PHYSICAL FACILITIES

- 1) Buildings for the All-Hazards Post-Event Clinic. The Buckholts Independent School District agrees to designate its facilities as the site for the Milam County Post-Event All-Hazards clinic. This will include the use of the gym, the offices for in-coming calls, the computer labs for data entry to be sent to CDC, classrooms to provide confidentiality for the clients while being interviewed and filling out the necessary paperwork, for further medical screening by nurses and physicians, and for the administration of the vaccine by medical personnel and trained volunteers, a holding area for those who have been administered the vaccine, the gym as a holding area for those coming into the clinic, the cafeteria for educational purposes, and other rooms and facilities, as needed, including restrooms and such.

- 2) Kitchen Facilities. The School District agrees to make its cafeteria facilities available to the Milam County Health Department for storage of necessary equipment and supplies that may need refrigeration.
- 3) A break room area (away from the general public), will be needed to provide volunteers rehab. They will need access to the kitchen facilities for such things as ice and water.
- 4) Buckholts ISD School Parking Areas—will be needed for parking and traffic flow. This function will be handled by Milam County Sheriff and staff, as well as other volunteers.
- 5) Video players, large screen TVs, and other media necessary for education of the clients will be provided by Buckholts ISD and will be set up by the school personnel.
- 6) The computer labs within the school facility will be made available for the data entry. The technology department and staff will be available to support this function.
- 7) The telephone and fax machines in the principal and counselors offices' will be available for in-coming calls and to answer general questions
- 8) Buckholts I.S.D. wastes disposal dumpsters and other containers will be made available for the disposal of non-toxic waste, garbage and general clean-up.
- 9) Buckholts I.S.D. school buses will be needed to facilitate the transportation of the public to the clinics. A route and a pickup schedule will be coordinated by administration. Details will be arranged by the Buckholts ISD and the Milam County.

B. PERSONNEL

Volunteers. The Buckholts ISD and the Milam County Health Department will actively plan for the maximum utilization of volunteers within the 3-5 day clinic.

- 1) There is a need for volunteers to make this clinic function efficiently and in a safe manner. The Health Educator/Facilitator will be providing training as requested to the various school in-service meetings on the Milam County Health Department Post-Event All-Hazards Plan and the need for volunteers. It is hoped that school personnel of all levels will volunteer to assist with this project. Volunteers will be needed for traffic control, handle registration, do interviews with the clients, serve as runners, do data entry, help supply vaccination stations, serve as vaccinators/witnesses, waste management, greeters, translators, to answer questions, keep time, security, transportation, handle waste management

MEMORANDUM OF UNDERSTANDING

MILAM COUNTY

AND THE

BUCKHOLTS INDEPENDENT SCHOOL DISTRICT

I. PURPOSE

This agreement embodies an understanding between the Buckholts ISD and the Milam County in the event of a natural disaster or All-Hazards incident. Such an event would require the safe transportation of the local population to the designated treatment site.

Plans are in place to manage the vaccination/prophylaxis of approximately 26,000 Milam County residents. Should this plan be put into use, cooperation and assistance would be necessary from all communities.

II. METHODS OF COOPERATION

A. TRANSPORTATION

- 1) There will be a need for transporting the residents of the Buckholts ISD from their home to the Post-Event Clinic Site.

The Buckholts Independent School District agrees to set up a schedule to assist in transporting their school district residents to and from the clinic through the use of Buckholts ISD buses. A schedule of pick-up location(s) will be arranged ahead of time by the school district and the Milam County Homeland Security Department.

B. PERSONNEL

Volunteers. The Buckholts ISD and the Milam County Health Department and the Homeland Security Department will actively plan for the maximum utilization of volunteers in this Post-Event Clinic.

- 1) Bus Drivers—The Buckholts Independent School District will be asked to supply their own bus drivers as volunteers to assist with this project.

III. LIABILITY

The liability issue concerning the conducting of such a clinic was addressed in the passage of the Homeland Security Bill in November 2002 as part of the **Stafford Disaster Relief and Emergency Assistance Act** (the **Stafford Act**).

IV. PUBLIC RELATIONS AND PUBLIC INFORMATION

The Milam County agrees to publicize the information that the Buckholts ISD is assisting in facilitating the transportation.

V. This agreement is approved as of this date: _____

Signature of Buckholts ISD Superintendent Date: _____

Signature of Milam County Judge Date: _____

Signature of Milam County Health Dept. Director Date: _____

Signature of Milam County Homeland Security Coordinator Date: _____