

11-105

**Memorandum of Understanding
Regarding the Food Services for Health Department Staff &
Volunteers during a Public Health Emergency**

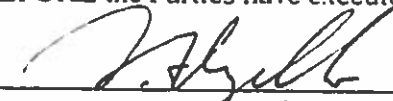
WHEREAS efforts to plan for and protect the civilian population of our state from public health emergencies has become an important public policy; and

WHEREAS the Connecticut Department of Public Health has developed a strategy to implement countermeasures in the event a need to vaccinate and/or dispense medications to the population in a short period of time arises; and

WHEREAS the Town of New Fairfield and the NFHD may be required, under some dispensing scenarios, to provide food and beverages for the staff and volunteers ("staff") of such a clinic, the Town of New Fairfield (NFHD) and the New Fairfield Board of Education, Department of Food Nutrition Services (BOE -FNS), wish to formalize their relationship for this purpose.
NOW THEREFORE BE IT AGREED BY THE PARTIES THAT:

1. NFHD may be responsible for feeding up to 3 eight-hour shifts of staff, for an uncertain number of days, in certain mass dispensing scenarios.
2. BOE-FNS agrees that school cafeterias may be utilized to feed staff. Existing plans specify New Fairfield High/Middle School as the primary sites for dispensing clinics.
3. BOE-FNS agrees that NFHD may prepare and utilize any food or beverages that are on site, or delivered during the dispensing event.
4. NFHD shall maintain records of use of food and beverage stocks and shall reimburse the BOE-FNS for the costs of all items utilized during such an event.
5. BOE-FNS Director, ~~JoAnne Dionne~~, ^{has agreed to} be a contact person regarding use of kitchen facilities and food stocks, in the event they are required.
6. The Parties understand that implementation of the plan may occur on short notice at a time when there may be a declaration of emergency (or some similar event) declared in the State of Connecticut by the Governor, the Commissioner of Public Health or other designated state authority. The Parties further understand that if the plan must be implemented during a declaration of emergency by the State of Connecticut, public school will not be in session.
7. The Parties understand that if the plan must be implemented, even with thorough planning, there may be unforeseen circumstances that arise. Accordingly, the Parties agree to work together to resolve these circumstances as events unfold in a manner consistent with protecting public health and safety.
8. NFHD agrees that, if the plan must be implemented, reasonable care will be exercised in the use of the cafeteria space and equipment.
9. The Parties agree that changes to this Memorandum of Understanding (MOU) will be jointly agreed upon.

WHEREFORE the Parties have executed this MOU on the dates set forth herein.

By  Date 11/17/2011
Duly Authorized (BOE-FNS)

By  Date 12/15/2011
Duly Authorized (NFHD)

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Health Department Staff & Volunteers during a Public Health Emergency**

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By _____ Date _____
Duly Authorized (BOE-FNS)

By _____ Date _____
Duly Authorized (NHFD)