

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Recommendation to approve the Memorandum of Understanding between Canutillo ISD and TexasTech University Health Sciences Center at El Paso, Paul L. Foster School of Medicine, Department of Emergency Medicine.Tactical Medicine Division to provide instrucional support for emergency medical perparedness for school-based emergencies.

Justification Statement:

Provide a four-hour emergency preparedness and tactical medicine training program for designated CISD personnel, which may include CISD-PD officers, school nurses, teachers, administrators, coaches, campus security staff, and other school employees identified by CISD.

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:

Fernando Martinez

Signature of Requester(s)

Fernando Martinez/ Veronica Campbell

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

Provide a four-hour emergency preparedness and tactical medicine training program for designated CISD personnel, which may include CISD-PD officers, school nurses, teachers, administrators, coaches, campus security staff, and other school employees identified by CISD.

The training will consist of six (6) course modules from Understanding School Violence Response; Civilian Response to Active Threats;ImmeidateLivesaving Medical Care; Casulty Management Until Responders Arrive; Communication with Responders Arrive; Communication with Emergency Responders; and Scenario-Based Training.

This training will include CPR and Emergency Response Awareness.

This training will be at no cost and provided in accordance to federal, state and local regulations and policies.

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S): No Cost

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

MOU

REQUESTING DEPARTMENT:

Police Department

CONSEQUENCES OF NON-APPROVAL:

CISD PD will not particpate in training that can be beneficial for District student safety.

IMPLEMENTATION TIMELINE:

Upon Board of Trustees approval

ATTACHMENT(S): ✓

Memorandum of Understanding



MEMORANDUM OF UNDERSTANDING

This agreement is made by and between Canutillo Independent School District hereinafter called "CISD" and TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER AT EL PASO, Paul L. Foster School of Medicine, Department of Emergency Medicine, Tactical Medicine Division, El Paso, Texas, hereinafter called "TTUHSC EP".

ARTICLE I RESPONSIBILITIES

A. Responsibilities of TTUHSC El Paso, Department of Emergency Medicine, Tactical Medicine Division

TTUHSC El Paso, through its Department of Emergency Medicine, Tactical Medicine Division, shall provide subject-matter expertise, instructional support, and technical guidance to assist Canutillo Independent School District's Police Department in improving emergency medical preparedness for school-based emergencies.

TTUHSC EP shall be responsible for the following:

1) **Training and Instruction**

Provide a four-hour emergency preparedness and tactical medicine training program for designated CISD personnel, which may include CISD-PD officers, school nurses, teachers, administrators, coaches, campus security staff, and other school employees identified by CISD.

a) **Course Module 1: Understanding School Violence Response**

Provide instruction on the general timeline and dynamics of school violence incidents, the importance of immediate lifesaving action before EMS arrival, and the priorities of school staff during emergency situations.

b) **Course Module 2: Civilian Response to Active Threats**

Provide training on recognizing active threats, initiating appropriate survival actions, applying escape and barricade principles, understanding lockdown procedures, and using classroom safety strategies during violent incidents.

c) **Course Module 3: Immediate Lifesaving Medical Care**

Provide hands-on instruction in immediate lifesaving interventions, including basic first aid, hemorrhage control, tourniquet application, wound packing, direct pressure, pressure dressings, airway positioning, and other basic measures intended to stabilize injured individuals until professional responders arrive.

d) **Course Module 4: Casualty Management Until Responders Arrive**

Provide instruction on casualty prioritization, safe casualty movement, basic triage principles, temporary treatment areas, and staff actions that may support injured individuals while awaiting law enforcement, fire, and EMS response.

e) **Course Module 5: Communication With Emergency Responders**

Provide instruction on effective communication with 911 dispatch, law enforcement, fire, EMS, and other responding agencies, including the type of information school personnel may need to provide during an emergency.

f) **Course Module 6: Scenario-Based Training**

Incorporate practical, hands-on skills stations and scenario-based exercises, when appropriate, to reinforce participant confidence and readiness in realistic school emergency settings, including classroom, hallway, evacuation, and casualty care scenarios.

- 2) **CPR and Emergency Response Awareness**
Include CPR awareness and emergency response coordination concepts as part of the overall training, as appropriate. CPR certification requirements, if any, shall be addressed separately unless otherwise agreed to in writing by the parties.
- 3) **Training Materials and Recommendations**
Provide CISD with training outlines, learning objectives, recommended emergency equipment lists, and general preparedness guidance related to school-based medical response.
- 4) **Training Equipment**
Use TTUHSC EP-owned training equipment and instructional materials during the training sessions, as appropriate. TTUHSC EP shall not be responsible for providing, donating, purchasing, or leaving behind emergency medical equipment or supplies for CISD to retain unless separately agreed to in writing.
- 5) **Future Training Support**
Assist CISD in planning future training opportunities for civilian administrative and teaching staff, including refresher training, expanded staff training, and additional preparedness activities as mutually agreed upon by the parties.
- 6) **Technical Consultation**
Provide reasonable consultation to CISD-PD and CISD leadership regarding emergency medical response planning, trauma response practices, and integration of school staff actions with EMS and law enforcement response.
- 7) **Limitations of Training and Medical Control**
TTUHSC EP's role under this MOU is limited to providing education, training, and general technical guidance. TTUHSC EP shall not provide ongoing medical control, medical direction, clinical supervision, or operational oversight for CISD staff unless separately agreed to in writing by the parties.
- 8) **Scope of Participant Actions**
Clarify that the training is intended to improve emergency preparedness and immediate lifesaving response and does not authorize school personnel to act outside the scope of their employment, licensure, certification, district policy, or applicable law.

B. Responsibilities of CISD-PD / Canutillo Independent School District

CISD-PD and Canutillo Independent School District shall coordinate with TTUHSC EP to identify training needs, support implementation of the training program, and integrate lessons learned into district emergency preparedness efforts.

CISD-PD/CISD shall be responsible for the following:

1. **Coordination and Scheduling**
Coordinate training dates, times, locations, participant groups, and campus access with TTUHSC EP.
2. **Participant Identification**
Identify appropriate CISD-PD personnel, school nurses, administrators, teachers, coaches, campus security staff, and other employees who should participate in the training.
3. **Facilities and Logistics**
Provide suitable training space, classroom access, audiovisual support, tables, chairs, parking, and any other reasonable logistical support needed for the training.
4. **Training Supplies and Consumables**
Provide or reimburse the cost of consumable supplies needed for the training, including any expendable medical training materials, practice supplies, printed materials, or other supplies mutually

identified by the parties in advance. TTUHSC EP may use its own training equipment during instruction, but CISD shall be responsible for acquiring and maintaining any emergency medical equipment or supplies intended for ongoing district or campus use.

5. **District Emergency Equipment Readiness**

Evaluate, acquire, maintain, and strategically place emergency medical equipment on campuses, including bleeding control kits, tourniquets, pressure dressings, wound packing materials, gloves, AEDs, and other supplies recommended through the training process.

6. **District Policy Alignment**

Ensure that all training and emergency response practices are aligned with CISD policies, campus emergency operations plans, district safety protocols, and applicable state and federal requirements.

7. **Staff Communication**

Communicate expectations to participating staff regarding attendance, participation, safety, and the intended purpose of the training.

8. **Integration With Campus Emergency Plans**

Use the training to strengthen campus-level emergency response procedures, including lockdown, evacuation, reunification, responder communication, casualty collection points, and emergency medical response roles.

9. **Student and Staff Safety Considerations**

Ensure that emergency plans and training implementation account for the needs of students and staff with disabilities, access and functional needs, medical needs, language access needs, and other special considerations.

10. **Records and Internal Tracking**

Maintain district records of training participation, equipment placement, drill participation, and corrective actions identified through training, drills, or after-action reviews.

11. **Operational Control**

Retain responsibility for district emergency operations, campus safety decisions, law enforcement response by CISD-PD, and implementation of CISD policies and procedures.

C. Mutual Responsibilities

The parties shall work collaboratively to improve emergency preparedness, strengthen coordination between school personnel and emergency responders, and enhance the ability of CISD staff to provide immediate lifesaving care to students, staff, and visitors during emergencies.

The parties mutually agree to the following:

1. **No-Cost Training Arrangement**

TTUHSC EP shall provide the training described in this MOU at no cost to CISD unless otherwise agreed to in writing. CISD shall be responsible for providing or reimbursing the cost of supplies, consumables, facilities, and district-owned emergency equipment needed to support the training or ongoing campus preparedness efforts.

2. **Training Consistency and Best Practices**

Use recognized emergency preparedness, trauma response, bleeding control, school safety, and interagency coordination practices where appropriate.

3. **Continuous Improvement**

Use participant feedback, drill outcomes, incident reviews, and updated best practices to improve future training, emergency plans, equipment placement, and interagency coordination.

4. **Confidentiality and Security-Sensitive Information**



Protect confidential, student-identifying, medical, law enforcement-sensitive, and security-sensitive information shared during planning and trainings.

5. **No Transfer of Command Authority**

Recognize that this MOU does not transfer command authority, law enforcement authority, medical control, employment supervision, or legal responsibility from one party to another. Each party remains responsible for its own personnel, policies, operations, and legal obligations.

6. **Separate Written Agreements for Expanded Services**

Any services beyond the education, training, and general technical guidance described in this MOU, including ongoing medical direction, medical control, clinical oversight, certification programs, recurring training obligations, or provision of retained equipment, shall require a separate written agreement signed by the parties.

ARTICLE II TERM AND TERMINATION

The term of this contract is from June 1, 2026 to May 30, 2027. Either party may terminate this contract at any time with or without cause by giving the other party thirty (30) days written notice of termination. This agreement may be terminated immediately for nonpayment.

At the expiration of the original term of this agreement, this agreement shall continue in full force and effect on a year-to-year basis, unless thirty (30) days written notice of termination is given by either party to the contract.

ARTICLE III MALPRACTICE INSURANCE

As an institution of higher education in the State of Texas, Texas Tech University Health Sciences Center at El Paso is self-insured under the TTUHSC EP School of Medicine Professional Medical Malpractice Self-insurance Plan.

ARTICLE IV INDEPENDENT CONTRACTOR STATUS

Nothing in this agreement is intended nor shall be construed to create an employer/employee relationship between the contracting parties. The sole interest and responsibility of the parties is to ensure that the services covered by this agreement shall be performed and rendered in a competent, efficient, and satisfactory manner.

ARTICLE V SEVERABILITY

If any term or provision of this agreement is held to be invalid for any reason, the invalidity of that section shall not affect the validity of any other section of this agreement provided that any invalid provisions are not material to the overall purpose and operation of this agreement. The remaining provisions of this agreement shall remain in full force and shall in no way be affected, impaired, or invalidated.

ARTICLE VI ASSIGNMENT

Neither party shall have the right to assign or transfer their rights to any third parties under this agreement.



**ARTICLE VII
VENUE**

This agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas. Venue will be in accordance with the Texas Civil Practices and Remedies Code and any amendments thereto.

**ARTICLE VII
AMENDMENT**

This agreement may be amended in writing to include any provisions that are agreed to by the contracting parties.

**ARTICLE IX
EXCLUSION**

CISD represents and warrants that neither it nor its Physicians or employees, are listed by a federal or state agency as debarred, excluded or otherwise ineligible for participation in federally funded programs, and will notify TTUHSC EP immediately of any allegations that would affect this status.

**ARTICLE X
COMPLIANCE**

TTUHSC EP and CISD acknowledge that each is subject to applicable federal and state laws and regulations, and policies and requirements of various accrediting organizations. Accordingly, each party will enforce compliance with all applicable laws, regulations, and requirements, and will make available such information and records as may be reasonably requested in writing by the other party to facilitate its compliance, except for records which are confidential and privileged by law. TTUHSC EP and CISD shall have or designate a Compliance Officer with whom compliance issues shall be coordinated.

IN WITNESS WHEREOF, the undersigned parties bind themselves to the faithful performance of this agreement.

TEXAS TECH UNIVERSITY HEALTH
SCIENCES CENTER AT EL PASO

CANUTILLO INDEPENDENT SCHOOL
DISTRICT

Richard A. Lange, M.D., M.B.A.
President

Dr. Josue Borrego
Superintendent

Date _____

Date _____