

LETTER OF COOPERATION BETWEEN

MINNEAPOLIS DEPARTMENT OF COMMUNITY PLANNING AND ECONOMIC
DEVELOPMENT

AND

WINONA STATE UNIVERSITY HEALTHFORCE MINNESOTA

Whereas, Winona State University operates a MnSCU Center of Excellence known as HealthForce Minnesota which is designed to provide industry education, engage in K-12 initiatives to recruit students interested in healthcare careers, and assist in providing innovation to the healthcare delivery systems available in Minnesota, and

Whereas, the City of Minneapolis desires to provide a resource for area healthcare delivery facilities in the Metro area, and

Whereas, WSU's HealthForce Minnesota has the capacity to provide this resource, and

Whereas, the Minneapolis Department of Community Planning and Economic Development (referred to as CPED) working on behalf of the City of Minneapolis (referred to as the City) and HealthForce Minnesota agree that it would be beneficial for the parties to collaborate together in order to provide this resource in the Metro area.

Now, therefore, the parties agree as follows:

WSU HealthForce Minnesota responsibilities:

1. WSU's HealthForce Minnesota will open and house a HealthForce Minnesota office in the Metro area,
2. The Metro area WSU HealthForce Minnesota shall provide industry education, engage in K-12 initiatives to recruit students interested in healthcare careers, and assist in providing innovation to the healthcare delivery systems available in the Metro area,
3. WSU shall be solely responsible for staffing the Metro office of HealthForce Minnesota. This shall include sole responsibility for salary, benefits, and health insurance for HealthForce Minnesota employees located at the Metro location,
4. WSU shall be solely responsible for the supervision of HealthForce Minnesota employees located at the Metro location,
5. WSU shall provide and be responsible for the computers and telephones to be used by HealthForce Minnesota at the Metro location. WSU shall be solely

responsible for daily usage and maintenance of the computers and telephone at the Metro location, and

6. The HealthForce Minnesota's Executive Director shall attend City planning meetings, as appropriate, for the purpose of improving the partnership with CPED and linking education and industry partner needs.

CPED responsibilities:

1. CPED, in accordance with City policies, will provide HealthForce Minnesota two offices to use for its Metro location,
2. CPED shall provide HealthForce Minnesota's Metro office with office supplies, parking and minor technical support, and
3. CPED shall assist HealthForce Minnesota in the recruitment of urban healthcare employers into HealthForce Minnesota's industry advisory network through its partnerships with current and future Metro area healthcare facilities.

The parties agree that this collaboration shall be evaluated on an annual basis every fiscal year, beginning in June of 2008, for the mutual satisfaction of both parties. The collaboration may be terminated by either party with two months' written notice to the other party.

Dr. Judith Ramaley, President
Winona State University

Date

Mike Christenson, Director
Community Planning and Economic Development
City of Minneapolis

Date