



**Request for City Council Committee Action  
From the Department of Health & Family Support**

**Date:** June 23, 2006

**To:** HEALTH, ENERGY & ENVIRONMENT COMMITTEE

**Subject:** MEMORANDUM OF AGREEMENT WITH MINNEAPOLIS PUBLIC SCHOOL TO WORK WITH THEM IN THEIR PLANNING FOR EMERGENCY RESPONSE AND CRISIS MANAGEMENT FOR THE SCHOOLS

**Recommendation:**

Council authorization for the Department of Health and Family Support to enter into a Memorandum of Agreement with the Minneapolis Public Schools for planning for emergency response and crisis management in the schools, and to authorize the Commissioner of Health to sign the agreement.

**Previous Directives:**

None

**Prepared or Submitted by:** Becky McIntosh, Director of Planning & Administration  
Phone: x2884

**Approved by:**

\_\_\_\_\_  
Gretchen Musicant, Commissioner of Health

**Permanent Review Committee (PRC):** Approval \_\_\_\_ Not Applicable X

**Policy Review Group (PRG)** Approval \_\_\_\_ Date of Approval \_\_\_\_ Not Applicable X

**Presenters in Committee:** Gretchen Musicant, Commissioner of Health

**Financial Impact (Check those that apply)**

X No financial impact (If checked, go directly to Background/Supporting Information).

**Background/Supporting Information Attached**

City emergency preparedness representatives from public health, police, fire, and emergency management met with representatives from Minneapolis Public Schools (MPS) to discuss areas of mutual interest in planning for emergencies, and to develop next steps. One of the steps is support of a Memorandum of Agreement between Health & Family Support and MPS to work on their Emergency Response and Crisis Management Plan. The department will work with MPS in the areas of pandemic influenza planning, and other areas of public health concern.

# MEMORANDUM OF AGREEMENT

## Minneapolis Public Schools Emergency Response and Crisis Management Plan

Signature of Authorized Representative for the LEA:

Name \_\_\_\_\_ Title: \_\_\_\_\_

Below is the signature representing our community-based public health agency, the Minneapolis Department of Health and Family Support, and reflecting the department's commitment to sustainability and continuous improvement of the Minneapolis Public School's Emergency Management Plan:

Signature \_\_\_\_\_ Title: \_\_\_\_\_

Roles and Responsibilities. Description of roles and responsibilities in the strengthening and improving of the Minneapolis Public School's Emergency Management Plan:

1. Coordination of emergency response efforts with MPS Office of Safety and Security;
2. Participate with district planning efforts for the purpose of providing staff and student training for emergency preparedness;
3. Provide support including appropriate training on techniques and availability of resources for the delivery of emergency preparedness training for MPS staff and students;
4. Work cooperatively with MPS and other agencies partnering with the school district to share education and other relevant data as allowed by law during emergency situations in order to promote effective and efficient response to and recovery from those emergency situations and identify and resolve obstacle to sharing necessary information; and
5. Work with the school district to sustain and institutionalize its efforts around emergency response and crisis management.

With or Without Cause. This Agreement may be terminated with or without cause, by the Minneapolis Department of Health and Family Support or the Minneapolis Public Schools upon 120 days written notice.

Written Notice of Termination. Notice of Termination shall be made by certified mail or personal delivery. Notice is deemed effective upon delivery to the party's Authorized Representative.

Effect of Termination. Termination of this Agreement shall not discharge any liability, responsibility or right of any party which arises from the performance of or failure to adequately perform the terms of this Agreement prior to the effective date of termination. Nor shall termination discharge any obligation which by its nature would survive after the date of termination, including by way of illustration only and not limitation, Standard Assurances attached hereto.