

SUBJECT: EXTENDING THE TIMEFRAME FOR THE STATE OF ALASKA, DEPARTMENT OF HEALTH AND SOCIAL SERVICES GRANT, TO PROVIDE FINANCIAL ASSISTANCE TO THE BOROUGH FOR COVID-19 VACCINE SUPPORT SERVICES THROUGH MARCH 31, 2022.

AGENDA OF: MARCH 15, 2022

Assembly Action:
Approved under the Consent Agenda 3-15-22 [Signature]

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER: *WB*

Route To:	Department/Individual	Initials	Remarks
	Originator / DES	CL	
	Emergency Services Director	KB	
	Finance Director	CX	
	Borough Attorney	MS	
	Borough Clerk	JRM 3/7/22	(Signature)

ATTACHMENT (S): Fiscal Note: YES ___ NO X
 Resolution Serial No. 22-030 (2 pp)
 MOA C0621-580-A - Amendment #2 (3 pp)

SUMMARY STATEMENT:

With Ordinance Serial No. 21-071, and Resolution Serial No. 21-073, the Borough Assembly accepted and appropriated grant funding from the State of Alaska, Department of Health and Social Services, in the amount of \$50,000, and approved the scope of work and budget for project 55029, Fund 425, to provide financial support to the Borough for COVID-19 vaccine support services through the reimbursement performance period of January 1, 2021 through September 30, 2021.

With Ordinance Serial No. 21-105, and Resolution Serial No. 21-107, the Borough Assembly approved Amendment #1, which accepted an additional \$100,000 in grant funding for this project, as well as extended the grant performance timeframe to December 31, 2021.

With the attached Amendment #2, the State of Alaska has offered another extension to the timeframe to complete the grant to March 31, 2022.

RECOMMENDATION OF ADMINISTRATION:

The administration recommends approval of the attached legislation, which will approve Amendment #2 extending the timeframe through March 31, 2022 for project No. 55029, Fund 445, to provide financial assistance to the Borough for COVID-19 vaccine support services.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Health and Social Services

FINANCE AND MANAGEMENT SERVICES
Juneau Office

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Juneau, Alaska 99811-0650
Main: 907.465.3082
Fax: 907.465.2499

Memorandum of Agreement Between
State of Alaska - Department of Health and Social Services
Division of Public Health – COVID-19 Emergency Operations Center (DPH-EOC)
- and -
Matanuska-Susitna Borough (MSB)
MOA C0621-580-A - Amendment 2

I. PURPOSE OF THIS AMENDMENT

The purpose of this amendment (Amendment 2) is to:

- extend the timeframe of this MOA through March 31, 2022.
- All other terms & conditions of this MOA remain the same.

II. DPH-EOC AGREES TO:

Provide updated information on FEMA requirements and regulations if changes or updates are made to FEMA's Equitable COVID-19 Response and Recovery program.

III. MSB AGREES TO:

Provide equitable COVID-19 vaccine distribution in accordance with FEMA's Equitable COVID-19 Response and Recovery program and comply with all FEMA reporting requirements.

MSB is responsible for ensuring that all activities meet the requirements for FEMA reimbursement.

Recipient must/establish/maintain/provide all reporting elements required in FEMA's COVID-19 Equitable Response and Recovery Job Aid. Recipient will submit an initial completed FEMA Equitable Vaccine Administration Information template or their own version of this document with all required information within 30 days of a signed MOA with DPH. The monthly reporting period begins on the 16th of each month and ends of the 15th of the following month. Ongoing reports are due on the 18th of each month for the previous reporting period.

Failure to provide reporting requirements upon request may result in a delay or denial of reimbursement.

Reporting requirements may be amended based on future guidance published by FEMA.

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IV. JOINT RESPONSIBILITIES:

Both parties will make a good faith effort to communicate about any issues that might arise that will impact the timeliness of activities, reporting, or payment.

V. PERIOD OF AGREEMENT AND TERMINATION:

The performance period to reimburse eligible expenditures is January 1, 2021, through March 31, 2022. This agreement will terminate on March 31, 2022, and receipts must be for activities prior to this date.

If any Party determines that the terms of the MOA will not or cannot be carried out, that Agency shall immediately consult with the other Parties to develop an amendment. If within thirty days an amendment cannot be reached, any Party may terminate the MOA upon written notification to the other Parties.

VI. TERMS OF PAYMENT

The State agrees to pay MSB up to \$150,000.00 over the term of this agreement.

The Recipient will submit monthly invoices, receipts, and/or payroll documentation detailing services performed, per FEMA requirements. Submissions are due on the 18th of each month. The invoice must:

- reference the recipient's name, address, and phone number
- reference the contract number: C0621-580-A
- include an invoice number
- Reference the Alaska Division of Public Health – COVID EOC Team

Failure to include the required information on the invoice may cause an unavoidable delay to the payment process. The State will pay all invoices within thirty (30) days of invoice approval by the Project Director. The Contractor shall submit final invoices to the address specified below no later than 30 days after the termination of this agreement.

Email invoices to:

hss.publichealth@alaska.gov

(please reference 'C0621-580-A FEMA Equitable Vaccine Reimbursement Request' in the subject line)

Notwithstanding any other provision of this contract, it is understood and agreed that the State shall withhold reimbursement at any time the Contractor fails to comply with the terms of the MOA.

VII. UNALLOWABLE COSTS

- Resources funded by another HSS Contract or HSS-Cares source
- Purchase of vehicles
- Reimbursement of pre-award costs
- Research
- Indirect costs associated with the award
- Food and/or water for events
- Hospital bill or insurance claims
- Clinical care (except as otherwise noted in Domain 5 and as may be provided in further guidance from CDC)
- Publicity and propaganda (lobbying):

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VIII. CONTACT INFORMATION

DPH-EOC primary point of contact: Maria Caruso
Division of Public Health, COVID Program Coordinator
Office: 907-310-6092
Email: maria.caruso@alaska.gov

MSB primary point of contact: Casey Cook
MSB, Emergency Manager
Office: 907-301-5411
Email: casey.cook@matsugov.us

MSB finance contact: Cheyenne Heindel
MSB, Financial Director
Office: 907-861-8630
Email: cheyenne.heindel@matsugov.us

MSB additional contact: Mike Brown
MSB, Mayor
Office: 907-861-8689
Email: mike.brown@matsugov.us

IX. SIGNATURES

By signature of the below, both parties agree to the terms of this MOA.

By:  Date: 2/1/22
Mike Brown, Borough Mayor, Matanuska-Susitna Borough

By: _____ Date: _____
Maria Caruso, Alaska DHSS Program Coordinator

By: _____ Date: _____
Heidi Hedberg, Alaska DHSS EOC Unified Commander / DPH Director

By: _____ Date: _____
Jason Grove, Alaska DHSS Procurement Manager

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