

HEALTH MANAGEMENT ASSOCIATES

June 11, 2021

Dawan Utecht, Director
County of Fresno
Department of Behavioral Health
1925 E. Dakota Avenue
Fresno, CA 93726

Re: Support for Multipronged Approach to SUD and Overdose Response in Fresno County

Dear Dawan:

As a follow up to our conversation on Tuesday, June 8, 2021 about some of the ongoing need in Fresno County related to substance use, and in particular increases in overdoses and methamphetamine use, below please find a proposal for Health Management Associates (HMA) to provide consulting services focused on building out an effective community response to overdose events and addiction in your community.

HMA proposes to support the Fresno County Department of Behavioral Health (FDBH) implement a multipronged approach to this issue. HMA will work with FDBH to convene a cross sector community response team (CRT) that can focus on a coordinated, intentional response to overdoses in the county as well as preparing a plan of action for harm reduction and prevention as part of Fresno County's overall response to the crisis of addiction.

Utilizing the Collective Impact Framework as a guide, HMA will support the development of common goals, mutually reinforcing activities, a communication plan, and shared measurement across partners in the county who will make up the CRT. HMA will also work with these partners to develop a sustainability plan for the CRT's evolution and ongoing work when HMA's support is no longer needed. HMA will provide subject matter expertise to the development and use of communications materials and to activities of the CRT to ensure alignment with evidence-based or promising practices, utilizing experts in our Institute on Addiction.

HMA will prepare and provide a series of tabletop exercises simulating likely scenarios of overdose events in Fresno County to prepare the CRT members and the staff of their agencies who are likely to be engaged in response and follow up to overdose events in the county. These tabletop exercises will help bring partners together in Fresno County to discuss naloxone access, additional training needs, treatment shortages, communication gaps, and any other community needs regarding effective response.

HMA has been working with communities across the United States to address the addiction crisis, including preparing CRTs to implement activities ranging from emergency response to mass overdose events, community education campaigns, naloxone distribution and training for how to administer naloxone, medication take back events, and community resilience building. We are here to support you.

As a follow-up to our discussion, we propose the following Letter Agreement.

SCOPE OF SERVICES

HMA will provide the following services and any other tasks, as requested:

Support a Community Response Team

Work with FDBH to convene a cross sector CRT

- Identify key partners to participate (i.e., public health, law enforcement, first responders, harm reduction center)
- Identify purpose of CRT
- Develop overarching plan of action
- Develop communication agreements for CRT
- Support facilitation to develop common goals, set of mutually reinforcing activities, communications plan (for external community education/communication) and shared measurement
- Facilitate and develop sustainability plan
- Provide subject matter expertise consultation to identified activities

Provide Communications Support

Work with FDBH to develop a coordinated, cross sector communications plan that reflects best practices in public messaging on SUD, OUD, and harm reduction

- Review communications to ensure alignment with best practices in public messaging on SUD, OUD, and harm reduction
- Provide pre-created and tested communication materials to FDBH on harm reduction, OUD, SUD

Provide Tabletop Exercises for Overdose Response

Create six training scenarios and modules to be used in community tabletop exercises that prepare community partners for a coordinated response, debrief, and application of lessons learned to overdose events in Fresno County

- Prepare scenarios and training materials
- Facilitate one half-day tabletop exercise for CRT
- Facilitate one half-day tabletop exercises for CRT agency staff members

DELIVERABLES

Pursuant to the Scope of Services discussed above, we will provide the following deliverables:

	Deliverable	Description	Date
1.	CRT Convening Materials	Participant lists, facilitation plans, agendas, purpose statement, communication agreements internal to CRT	Throughout project
2.	Community Response Plan of Action	Common goals, activities, and measures across participating agencies outlining coordinated community response	By October 15, 2021
3.	Community Response Communication Plan	Plan describing intentional, coordinated community education/communication plan aligned with best practices	By August 31, 2021

	Deliverable	Description	Date
4.	Communication/Educational Materials	Communication materials to FDBH on harm reduction, OUD, SUD	Throughout project
5.	Modules with overdose scenarios relevant to Fresno County	PowerPoint slide deck and accompanying Word file of modules with overdose scenarios relevant to Fresno County	By September 15, 2021
6.	Tabletop exercises created and available for use by FDBH and stakeholders	PowerPoint slide deck and accompanying Word file of modules and components of tabletop exercise for use by FDBH	By September 30, 2021
7.	Community Response Team Sustainability Plan	Plan describing CRT's future evolution and ongoing work when HMA's support is no longer needed	By October 31, 2021

STAFFING

Shannon Breitzman will serve as the project manager and will ensure timely completion of deliverables, coordinate team activities, and provide consistent communication with Fresno County Department of Behavioral Health. Additional HMA staff will provide services for the project as subject matter experts as appropriate.

SCHEDULE & TERM OF AGREEMENT

This Agreement will begin on July 1, 2021 and shall continue in effect until December 31, 2021, unless terminated earlier by either party giving the other party thirty (30) days written notice of termination. If this Agreement is terminated by a party's written notice of termination, you agree to compensate HMA for all services rendered prior to HMA's actual knowledge of termination and for all out-of-pocket expenses incurred to date. The staffing arrangements and the scope of work stated in this letter apply to this project only.

PROJECT FEES

The services described above will be provided on a time-and-materials basis. Based on the currently available information, we estimate professional fees and travel time of \$50,000, including expenses. At this time, no expenses or travel time are anticipated for the services described above. As the project progresses, additional requests are made, or the scope evolves, we will provide updated estimates on the overall professional fees and expenses if necessary. We will submit invoices monthly for services provided in the previous month. These invoices will be payable upon receipt.

Title	2021 Professional Hourly Rates	2021 Travel Time Rates
Physician Principal	\$495	\$495
Principal	\$335	\$335
Senior Associate	\$245	\$245
Associate	\$195	\$195

CONFIDENTIALITY, NON-DISCLOSURE, CONFLICTS AND GENERAL TERMS

HMA often serves multiple clients within a certain industry or market, including those with potentially opposing interests, and HMA's relationship with you will not be an exclusive relationship. Accordingly, HMA may have served, may currently be serving, or may in the future serve, other companies whose interests may be adverse to yours. In all such situations, HMA is committed to maintaining the confidentiality of each client's information, and ensuring that your interests, proprietary and otherwise, are protected. To that end, HMA strictly adheres to our Policy and Guidelines Related to Conflicts of Interest and Proprietary Information which contain nondisclosure procedures (such as firewall protocols and other safeguards) for the purpose of maintaining each client's confidential information and ensuring that your interests are protected.

Both parties acknowledge that, in the course of performing work under this Agreement, a party may learn of or receive confidential, trade secret, or other proprietary information concerning the other party or third parties to whom the party has an obligation of confidentiality (Confidential Information). Each party agrees to take at least such reasonable precautions to protect the other party's Confidential Information as it takes to protect its own Confidential Information, and agrees to not disclose to any third party any Confidential Information belonging to the other party.

All services will be performed by HMA as an independent contractor. This Agreement does not create a relationship between the parties of employment, joint venture, or agency. You agree that, for a period of two (2) years from the date of termination of this Agreement, neither you nor any of your representatives will entice away, solicit for employment, or employ any current or former employee of HMA without the express written consent of HMA. With prior notice, HMA may change the staff assigned to provide the Consulting Services with staff of equal abilities and qualifications. HMA may enter into subcontractor agreements for the performance of the services.

Attached are our standard terms and conditions for the provision of services ("Terms and Conditions"), which are incorporated into this Letter Agreement. This Letter Agreement and the Terms and Conditions will constitute the entire agreement between HMA and Fresno County Department of Behavioral Health related to the project described above. We are happy to discuss the proposed services and terms with you or provide any additional information you may require. The proposed services, staffing arrangements, and this Letter Agreement are valid for sixty days from the date of HMA's signature, after which the project fees and staff availability may be subject to change.

If this Letter Agreement is acceptable to you, please sign and return to HMA's contracts director, Jeff DeVries via email, fax, or mail to the following address.

Jeff DeVries
Health Management Associates
120 N. Washington Square, Suite 705
Lansing, MI 48933
contracts@healthmanagement.com
517-482-0920 (fax)

Questions can be directed to me at 720-638-6714 or sbreitzman@healthmanagement.com.

Sincerely,



Shannon Breitzman
Principal

Approved by:



Kelly Johnson, Chief Administrative Officer
Health Management Associates, Inc.

June 11, 2021

Date

For Fresno County Department of Behavioral
Health

Date

Please complete for invoicing purposes:

Name: _____

Address: _____

Phone: _____

E-Mail: _____

☐ Receive invoices via e-mail