

**Memorandum of Understanding
Between
Parr Outreach Program- Washoe County Sheriff's Office
And
University of Nevada-Early Head Start Program**

This Memorandum of Understanding will be effective 4/1/19 and be reviewed and revised by both programs at least once every three (3) years. Either of the parties of this agreement may propose amendments to this agreement at any time, which may be approved or disapproved by mutual consent of both parties. Either party must give a 30-day cancellation notice.

Description of Program and Services

The overall goal of the collaboration between Parr Outreach Program and UNR-EHS (EHS) is to work together to provide services that meet the unique needs of pregnant women who are incarcerated. Both agencies will work together to share information about program services, policies and procedures.

This MOU strengthens the professional relationship and provides for increased collaboration to ensure seamless coordination of appropriate support and services to pregnant women who are incarcerated. It will provide a mechanism for genuine integration of supportive services delivered to a shared target population.

Memorandum of Understanding Responsibilities:

The Parr Outreach Program is responsible for:

1. Emailing a weekly list of incarcerated pregnant women to the EHS point of contact.
2. Providing EHS brochures, applications and other materials to all incarcerated parents with children 0-3 years of age.
3. Provide a written referral letter along with completed application to EHS enrollment staff.
4. Provide weekly conference room space, AC rooms or unit space to be able to meet with clients, to conduct individual parent education sessions.
5. Provide professional development training and education activities for (EHS) center staff and partner agencies, when available and relevant
6. Designate a representative to serve on the Early Head Start Policy Council.
7. Provide a "Point of Contact" for EHS questions, information sharing and coordination of services.
8. Inform EHS point of contact as soon as possible, if the jail is closed down or visits are not able to happen.

University of Nevada-Early Head Start Program is responsible for:

1. Prioritizing Parr Outreach clients for program, contingent upon availability of space and verification of income qualifications, for enrollment in the EHS program.
2. Provide professional development training and education activities for Parr Outreach staff and inmates, when available and relevant.
3. Provide prenatal and parenting education support and services to Parr Outreach inmates as appropriate.

4. Provide Parr Outreach staff with current EHS brochures and program information to share with inmates.
5. Assisting inmates with long term planning for their unborn child.
6. Get education materials (books, videos, supplies) pre-approved by Parr Outreach coordinator prior to bringing into jail.
7. Maintaining all requirements for volunteer clearance status.
8. Provide a "Point of Contact" for Parr Outreach staff questions and information sharing

Communication and Confidentiality

EHS and Parr Outreach Program will provide a point of contact for on-going communication regarding referrals and services:

- EHS point of contact is Maria Reyes-Vargas mreyesvargas@unr.edu (775-236-1792) and/or Jamie Selby jselby@unr.edu (775-432-2497)
- Parr Outreach Point of contact is Shirlee Rhodes srhodes@washoecounty.us (775-328-2917)

Each program will take all necessary steps to protect individual client confidentiality and will maintain compliance with all federal and state laws pertaining to confidentiality when interacting with persons and organizations outside the agency.

In regards to public outreach and marketing, both parties may use this collaboration as a talking point.

Procedure for Resolving Disputes between Partners and Amendments

Should a dispute arise among the Parr Outreach Program and EHS, both agencies will meet and amend the MOU to settle conflict, create appropriate communication, and collaborate to resolve disputes.

Indemnity

The parties acknowledge and agree that each holds sufficient liability insurance as required by law, including, but not limited to, worker's compensation insurance, as well as any types of licenses in order to conduct the services identified within this Agreement. All parties further agree to list one another as an additional insured on all policies. Each party agrees to indemnify, defend, and hold the other free and harmless from all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorney fees and costs, that may be incurred as a result of a negligent act, omission, or breach of any representation contained in this agreement. If any provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

Funding of Services

The costs of the services described in Section 2 above will be born independently by Parr Outreach Program and EHS, respectively, via separate and unduplicated funding sources. This Agreement involves no financial obligation, or remuneration, either directly or indirectly, between the two parties. EHS and Parr Outreach Program will identify and report non-federal share cost match and utilities for the purpose of reporting to other funders.

To the extent possible, it is the shared objective of all parties to use this collaborative arrangement to maximize utilization of the current resources that exist to provide these services

to this population, and further, to leverage this creative arrangement in order to develop new and untapped resources.

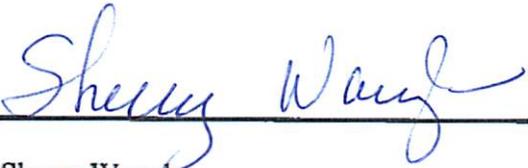
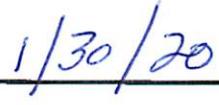
All parties agree to ensure that supplanting of federal funding or double billing of any federal and/or state contracts will not, under any circumstances, occur through this arrangement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Darin Balaam, Sheriff

Date

Sherry Waugh
Director of Child and Family Research Center

Date