



## Hidalgo County Head Start Program Policy Council Agenda

**DATE:** December 14, 2016

**SUBJECT:** Presentation for Discussion, Consideration and Approval to Enter into a Memorandum of Understanding (MOU) Between Hidalgo County Head Start Program and Texas A&M University Health Science Center

**RATIONALE/NEED:** Memorandum of Understanding (MOU) is to collaborate with Texas A&M University Health Science Center in conducting education and outreach program involving the disease process of asthma in children ages three to five years old.

**RECOMMENDATION:** Administration recommends approval.

**COST:** There is no cost.

**RELATED INFORMATION INCLUDED:** Memorandum of Understanding

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**INITIATED BY:** Ambrosio Tovar, Procurement Director

**REVIEWED BY:** Mr. Edmundo Garcia, Assistant Director

**PROGRAM DIRECTOR'S APPROVAL:** Jeremi Flores

# Memorandum of Understanding

Hidalgo County Head Start Program

And

Texas A&M Health Science Center/School of Public Health

Texas A&M Health Science Center/School of Public Health and Hidalgo County Head Start Program agree to collaborate in the services of the educational outreach and screening for the Head Start Centers. This asthma program is a two-year, evidenced-based education and outreach program in collaboration with the *Hidalgo County Head Start Centers*. It focuses on using a holistic approach for case management, control of asthma triggers, and medication assistance that will provide the components for all parents and their children to take care and prevent their asthma attacks and have their disease controlled. Our focus is on childhood asthma home management and our goal is to achieve improve the health and quality of life of all participants as well as cost savings with the implementation of this program.

## Center Sites:

All of the Head Start Center sites (as listed on Exhibit A) will be serviced by Texas A&M Health Science Center/School of Public Health.

## Our commitment to this collaboration will consist of the following:

1. Texas A&M Health Science Center/School of Public Health will coordinate services with the designated Hidalgo County Head Start Program personnel. Services will be rendered according to the agreed upon schedule and a protocol for referring participants will be developed.
2. All referrals to the Intervention Specialist will be attained through the designated Hidalgo County Head Start Program representative.
3. Texas A&M Health Science Center/School of Public Health and Hidalgo County Head Start Program will cooperate fully to make it possible for individuals to receive services, as detailed below:
  - Provide Screening to determine if the children are at risk for developing asthma.
  - Will refer children to local hospitals/medical providers for diagnosis.
  - Children diagnosed with asthma will be asked to participate in the educational program provided by Promotoras and overseen by Dr. Genny Carrillo.
  - Will include learning asthma signs and symptoms
  - Will learn what to do in case of an asthma attack,
  - Will learn the use of medications, spacers, peak flow meters
  - Will learn how to decrease asthma triggers in the home environment by keeping it dry, clean , ventilated, pest-free, safe contaminant free, and decreasing hazardous exposures.
  - Will improve the children's/parents knowledge of asthma management, quality of life, and health care utilization.
  - Will conduct surveys to determine the knowledge gained, families will be surveyed at 3, 6, 9, and 12 months with the following instruments:
    - Academy of Pediatrics Children's Health Survey on Asthma (CHSA)
    - Asthma Home Environment and Trigger Checklist (AHEAT)
    - Healthy Homes Pre and Post-test Knowledge Survey
    - Exit Behavioral Survey
    - Satisfaction Survey
  - Will provide covers for mattresses
  - Will provide pillows to all children.

4. Hidalgo County Head Start Program staff will maintain confidentiality requirements in accordance to Federal Confidentiality rules (42CFR2) as well as State of Texas confidentiality rules.

**Insurance**

At all times during the term of this Memorandum of Understanding (MOU), Texas A&M Health Science Center/School of Public Health shall maintain in place a commercial general liability insurance policy insuring its property against bodily injury and property damage claims brought in connection with this MOU. Texas A&M Health Science Center/School of Public Health agrees to carry insurance in the amounts shown below:

- Workers Compensation Insurance with statutory limits, and Employer’s Liability Insurance with limits of not less than \$1,000,000:
 

Employers Liability - Each Accident	\$1,000,000
Employers Liability - Each Employee	\$1,000,000
Employers Liability - Policy Limit	\$1,000,000
  
- Commercial General Liability Insurance with limits of not less than:
 

Each Occurrence Limit	\$1,000,000
Damage to Rented Premises	\$ 100,000
Personal & Advertising Injury	\$1,000,000
  
- Professional Liability Insurance with limits of not less than:
 

Each Occurrence Limit	\$1,000,000
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Business Auto Liability Insurance covering all owned, non-owned or hired automobiles, with limits of not less than \$1,000,000 Combined Single Limit Bodily Injury and Property Damage.

**Indemnification**

Texas A&M Health Science Center/School of Public Health will and does hereby agree to indemnify, protect, defend with counsel approved by Head Start, and hold harmless Head Start and Hidalgo County, and their respective elected officials, officers, directors, attorneys, employees, representatives and agents (collectively “**Indemnitees**”) from and against all damages, losses, liens, causes of action, suits, judgments, expenses, and other claims of any nature, kind, or description, including reasonable attorneys’ fees incurred in investigating, defending or settling any of the foregoing (collectively “**Claims**”) by any person or entity, arising out of, caused by, or resulting from Texas A&M Health Science Center/School of Public Health performance under or breach of this Agreement and that are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Texas A&M Health Science Center/School of Public Health employees, anyone directly employed by the Texas A&M Health Science Center/School of Public Health or anyone for whose acts of the Texas A&M Health Science Center/School of Public Health may be liable. The provisions of this section will not be construed to eliminate or reduce any other indemnification or right which any Indemnitee has by law or equity. All parties will be entitled to be represented by counsel at their own expense.

**Termination**

Either party may terminate the Agreement, with or without cause, by giving ten (10) days written notice to the other.

**Term**

This Collaborative Agreement will be enforced from January 1, 2017 through December 31, 2018 and may be amended or terminated by either party by submitting a written request at any time.

**Governing Law**

This Memorandum of Understanding will be construed in accordance with the Laws of the State of Texas and is performable in Hidalgo County, Texas.

**Consideration**

This Agreement is being made in consideration of the following: Texas A&M Health Science Center/School of Public Health and Hidalgo County Head Start Program agree that there will be no financial exchange of monies or other compensation.

**Texas A&M Health Science Center/School of Public Health:**

\_\_\_\_\_  
Authorized Signature                      Date

Genny Carrillo, M.D. Sc.D. M.S.P., M.P., Associate Professor  
*Print Name and Title*

**Hidalgo County Head Start Program**

\_\_\_\_\_  
Honorable Ramon Garcia  
Hidalgo County Judge

\_\_\_\_\_  
Teresa Flores, Executive Director  
Hidalgo County Head Start Program

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Arturo Guajardo, Jr.  
Hidalgo County Clerk

**Approved As To Form:**  
Atlas, Hall & Rodriguez, LLP

By:   
\_\_\_\_\_  
Stephen L. Crain

**Approved As To Form:**  
Oxford & González, P.C.

By: \_\_\_\_\_  
Ricardo González

Date Approved by Policy Council:  
Date Approved by Commissioner's Court:

## Hidalgo County Head Start Program Center Directory 2016-2017

<b>Alamo Head Start</b> 303 South 7 <sup>th</sup> Alamo, TX 78516	<b>Edinburg V Head Start</b> 3500 E. F.M. 2812 Edinburg, TX 78539	<b>Mercedes I Head Start</b> 1100 W. Expressway 83 Mercedes, TX 78570	<b>Pharr Head Start</b> 415 E. Clark Pharr, TX 78577
<b>Alton Head Start</b> 202 W. Dawes Ave. Alton, TX 78572	<b>Farias Elementary</b> 1100 W. Acacia St. Alamo, TX 78516	<b>La Hestancia Head Start</b> 3601 East Mile 8 North Weslaco, TX 78596	<b>Progreso Head Start</b> 109 W. Palm Ave Progreso, TX 78579
<b>Austin (A-1) Head Start</b> 2100 Fir St. McAllen, TX 78501	<b>Hidalgo Head Start</b> 607 South 5th St. Hidalgo, TX 78557	<b>Mission I Head Start</b> 115 Mayberry Mission, TX 78572	<b>San Carlos Head Start</b> 134 North 86 San Carlos, TX 78539
<b>Donna I Head Start</b> 1402 Silver Ave. Donna, TX 78537	<b>La Herencia Head Start</b> RR 3 Box 3059 Mercedes, TX 78570	<b>Mission II Head Start</b> 1105 East 8th St. Mission, TX 78572	<b>San Juan I Head</b> 200 North Cougar San Juan, TX 78589
<b>Donna II Head Start</b> 1715 Miller Ave. Donna, TX 78537	<b>La Joya Head Start</b> 105 E. 5th & Leo Ave. La Joya, TX 78560	<b>Mission III Head Start</b> 3401 N. Mayberry Mission, TX 78572	<b>San Juan II Head Start</b> 601 Earling Rd. San Juan, TX 78589
<b>Edcouch Head Start</b> 201 N. Yellow Jacket Dr. Elsa, TX 78538	<b>Las Milpas I Head</b> 714 Zapata Ave. Pharr, TX 78577	<b>Mission IV Head Start</b> 301 South Inspiration Mission, TX 78574	<b>Sullivan City Head Start</b> 379 E. Expressway 83 Sullivan CITY, TX 78595
<b>Edinburg I Head Start</b> 225 South 25th St. Edinburg, TX 78539	<b>Longoria Head Start</b> 2500 N. Cypress Pharr, TX 78577	<b>Monte Alto Head Start</b> 25249 1st ST. Monte Alto, TX 78538	<b>UTRGV Head start</b> 1201 W. University Drive COLL. OF ED., RM 1.408/1.410 Edinburg, TX 78539
<b>Edinburg II Head Start</b> 1200 North 1st St. Edinburg, TX 78539	<b>McAllen IV Head Start</b> 3900 South Ware Road McAllen, TX 78501	<b>Palacios Elementary</b> 801 E. Thomas Drive Pharr TX. 78577	<b>Weslaco I Head Start</b> 310 N. Kansas St. WESLACO, TX 78596
<b>Edinburg III Head Start</b> 3817 Veterans Boulevard Edinburg, TX 78539	<b>McAllen V Head Sart</b> 2500 Laurel Avenue McAllen, TX 78501	<b>PALMVIEW II HEAD START</b> 618 N Breyfogle Rd. Palmview, TX 78574	<b>Weslaco III Head Start</b> 1317 W. Expressway 83 Weslaco, TX 78596
<b>Edinburg IV Head Start</b> 3215 Richardson Rd. Edinburg, TX 78539	<b>McAllen VI Head Start</b> 2601 Sarah Avenue McAllen, TX 78502	<b>Palmview III Head Start</b> 1208 Paula Drive Rear (Unit 3) Palmview, TX 78574	<b>Wester Rd. Head Start</b> 8245 E. Poinsetta Dr. Mission, TX 78573