

MEMORANDUM

Agenda Item No. 8(E)(3)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: February 21, 2024

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution approving the terms and authorizing the execution of a Memorandum of Understanding (“MOU”) between the CommunityHealth IT, Inc., and Miami-Dade County, through the Miami-Dade Fire Rescue Department, providing for MDFR’s participation in the Community Connected Care Workforce Program (“C3W+”) and its work with other Emergency Medical Service (“EMS”) agencies and stakeholders across the state to bolster the EMS workforce and expand community paramedicine and digital literacy in communities, for a term ending on July 31, 2025, with two options to renew each for an additional term of five years; authorizing the County Mayor to execute amendments to the MOU, submit required statements, and exercise the termination provision contained therein, provided that such amendments do not alter the purpose of the MOU; and authorizing the County Mayor to pay membership dues or other assessments required for participation in C3W+, subject to legally available funds

Resolution No. R-146-24

The accompanying resolution was prepared by the Fire Rescue Department and placed on the agenda at the request of Prime Sponsor Commissioner Juan Carlos Bermudez.



Geri Bonzon-Keenan
County Attorney

GBK/uw

MDC001

Memorandum



Date: February 21, 2024

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor *Daniella Levine Cava*

Subject: Resolution Authorizing Execution of a Memorandum of Understanding between CommunityHealth IT, Inc. and Miami-Dade County to work with other EMS agencies and stakeholders across the state to bolster EMS workforce, and expand community paramedicine and digital literacy in communities

Summary

This item seeks authority for Miami-Dade County, through the Miami-Dade Fire Rescue Department (MDFR), to execute a Memorandum of Understanding (MOU) with CommunityHealth IT, Inc. (CommHIT), for MDFR's participation in the Community Connected Care Workforce Program (C3w+). Through the C3w+, MDFR will work with other Emergency Medical Services (EMS) agencies and stakeholders across the state to bolster the EMS workforce and expand community paramedicine and digital literacy in communities throughout Florida.

The C3w+ was created among Florida EMS agencies to, in part: (1) develop an EMS workforce; (2) expand community paramedicine; (3) bolster digital literacy and security in counties; and (4) train Community Health Workers (CHWs) to work in or alongside EMS agencies. Because the network addresses the needs of rural safety net facilities as well as EMS agencies, it is bifurcated into the Tech Zone and Community Paramedicine (CP) Zone. The Tech Zone is primarily for Florida hospitals and other safety net facilities and organizations and the CP Zone is for rural EMS agencies. The overarching goal of the network is to create a strong, flexible health infrastructure trained and prepared for day-to-day and emergency needs of Florida communities—especially in rural and underserved areas. C3w+ is supported by a \$1.545 million Health Resources and Services Administration grant awarded to CommHIT. This MOU will be effective upon execution by all parties through July 31, 2025. At expiration, the MOU may be extended for two additional five-year terms, if agreed to in writing by the parties. Currently, this is a no-cost MOU. However, dues may be assessed at a later date, which shall be paid with legally available funds.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve the attached resolution authorizing the County Mayor or County Mayor's designee to execute the MOU between CommHIT and Miami-Dade County, through MDFR, that will provide for MDFR's participation in the C3w+ and its work with other EMS agencies and stakeholders across the state to bolster the EMS workforce, and expand community paramedicine and digital literacy in rural and underserved communities.

Scope

This MOU will allow MDFR to provide Community Paramedicine-Mobile Integrated Health (CP-MIH) services.

Delegation of Authority

The County Mayor or County Mayor's designee is authorized to execute the MOU between the CommHIT and Miami-Dade County. The County Mayor or County Mayor's designee is also authorized to: (1) execute amendments to the MOU, provided that such amendments do not alter the purpose of the MOU; (2) submit required statements; (3) terminate the MOU; and (4) pay membership dues or other assessments with legally available funds; and (5) exercise two options to renew, each for a five-year term.

Fiscal Impact/Funding Source

Currently, there is no-cost for MDFR to be a member of the C3w+. However, dues may be assessed at a later date to support C3w+ activities. If dues are assessed, they will be paid with funds that are legally available to MDFR.

Track Record/Monitor

This MOU will be monitored by an assigned MDFR Division Chief or his or her designee.

Background

CommHIT is a 501(c)(6) housed at the Kennedy Space Center. CommHIT focuses on the discovery and efficiency of processes and technologies dealing with the remote care of people—particularly those in rural, underserved, and other remote areas. In general, CommHIT connects communities, businesses, and individuals to resources and services that develop health and technology workforces, promote community health, and improve lives.

A network was created among Florida EMS agencies to develop the EMS workforce, expand community paramedicine, bolster digital literacy and security in counties, and train CHWs that can work in or alongside EMS agencies. This network is called the CP Zone, and it, along with the Tech Zone, is supported by a \$1.545 million Health Resources and Services Administration grant awarded to CommHIT. Specifically, the grant supports the following network goals:

- Goal 1: Develop training for U.S. Department of Health and Human Services 405(d) Cybersecurity Approaches and train IT and clinical staff.
- Goal 2: Train CHWs in telehealth/remote monitoring or CP-MIH.
- Goal 3: Develop and register CP-MIH apprenticeship occupation and pre-apprenticeship training.
- Goal 4: Increase the diversity and inclusion of targeted training tracks to aid in providing health equity for all.

As a member of the C3w+, MDFR is not expected to carry out each of these goals. MDFR is interested in joining the CP Zone network and would focus on Goals 1, 2 and 4. MDFR personnel would help train CHWs, who would receive the training free of charge. The CHW training offered through this grant opportunity is 40 percent "tech-based," and is designed to help clients learn how to use their Internet/computer for health and other reasons, comfortably and safely (i.e., digital literacy).

MDFR is also interested in expanding its CP-MIH services—which is a priority of the Florida Department of Health. The CP Zone network is working as a group to identify resources to sustain these programs. C3w+ members commit to meet twice a year and make decisions that would help EMS agencies across the state, including themselves.

Current stakeholders include the:

- Florida Department of Health Bureau of Emergency Medical Oversight
- Florida Fire Chief Association
- Florida Community Health Worker Coalition
- Florida Association of EMS Educators
- Baker County Fire Rescue
- Gadsden Fire Department
- Gilchrist Fire Rescue
- Hendry Public Safety EMS
- City of Coral Springs-Parkland Fire Department
- Palm Beach County Fire Rescue



James Reyes
Chief of Public Safety



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: February 21, 2024

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(E)(3)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____ to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(E)(3)
2-21-24

RESOLUTION NO. R-146-24

RESOLUTION APPROVING THE TERMS AND AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING (“MOU”) BETWEEN THE COMMUNITYHEALTH IT, INC., AND MIAMI-DADE COUNTY, THROUGH THE MIAMI-DADE FIRE RESCUE DEPARTMENT (“MDFR”), PROVIDING FOR MDFR’S PARTICIPATION IN THE COMMUNITY CONNECTED CARE WORKFORCE PROGRAM (“C3W+”) AND ITS WORK WITH OTHER EMERGENCY MEDICAL SERVICE (“EMS”) AGENCIES AND STAKEHOLDERS ACROSS THE STATE TO BOLSTER THE EMS WORKFORCE AND EXPAND COMMUNITY PARAMEDICINE AND DIGITAL LITERACY IN COMMUNITIES, FOR A TERM ENDING ON JULY 31, 2025, WITH TWO OPTIONS TO RENEW EACH FOR AN ADDITIONAL TERM OF FIVE YEARS; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO EXECUTE AMENDMENTS TO THE MOU, SUBMIT REQUIRED STATEMENTS, AND EXERCISE THE TERMINATION PROVISION CONTAINED THEREIN, PROVIDED THAT SUCH AMENDMENTS DO NOT ALTER THE PURPOSE OF THE MOU; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO PAY MEMBERSHIP DUES OR OTHER ASSESSMENTS REQUIRED FOR PARTICIPATION IN C3W+, SUBJECT TO LEGALLY AVAILABLE FUNDS

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board:

Section 1. Incorporates and approves the foregoing recital, as if fully set forth herein.

Section 2. Approves the terms of the Memorandum of Understanding (“MOU”) between CommunityHealth IT, Inc., and Miami-Dade County, through the Miami-Dade Fire

Rescue Department (MDFR), in substantially the form attached hereto and made a part hereof as Exhibit A. This MOU provides for MDFR’s participation in the Community Connected Care Workforce Program (“C3w+”) and its work with other Emergency Medical Services (“EMS”) agencies and stakeholders across the state to bolster the EMS workforce and expand community paramedicine and digital literacy in communities. This MOU is in effect from the date of execution by all parties through July 31, 2025, with two options to renew each for an additional term of five years.

Section 3. Authorizes the County Mayor or County Mayor’s designee to execute the MOU and amendments thereto, which may be required due to changes in statutory mandates and/or administrative requirements, provided that such amendments do not alter the purpose of the MOU described in section 2. The County Mayor or County Mayor’s designee is also authorized to exercise the termination provision contained therein and submit required statements.

Section 4. Authorizes the County Mayor or County Mayor’s designee to pay membership dues or other assessments required for participation in C3w+, subject to legally available funds.

The foregoing resolution was offered by Commissioner **Marleine Bastien** , who moved its adoption. The motion was seconded by Commissioner **Juan Carlos Bermudez** and upon being put to a vote, the vote was as follows:

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodríguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	absent
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	absent	Eileen Higgins	absent
Kionne L. McGhee	absent	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 21st day of February, 2024. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS



JUAN FERNANDEZ-BARQUIN, CLERK

By: Basia Pruna
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

A handwritten signature in black ink, appearing to be "SG", written over a horizontal line.

Shanika A. Graves



EXHIBIT A

Florida RPHWTN Memorandum of Understanding

Organization Name:	Miami-Dade County through Miami-Dade Fire Rescue Department
Contact Name:	Chief Shanti Hall
Address:	9300 N.W. 41 ST Street, Doral, Florida 33178
Phone Number:	786-331-4402
Email Address:	Shanti.hall@miamidade.gov
Effective Date:	

This non-binding Memorandum of Understanding (MOU) is made as of the last date of execution by the party (Effective Date) set forth above and CommunityHealth IT, Inc. (CommHIT) having its principal place of business at Astronaut Memorial Foundation S.R. 405, Bldg., M6-306, Kennedy Space Center, FL 32899 and “Organization” identified above.

CommHIT and Miami-Dade County through the Miami-Dade Fire Rescue Department are hereinafter known as the “Parties.”

MOU Purpose. This MOU provides for Organization’s participation in the Community Connected Care Workforce Program (C3w+). Through the C3w+, Organization will work with other Emergency Medical Services (EMS) agencies and stakeholders across the state to bolster the EMS workforce and expand community paramedicine and digital literacy in communities throughout Florida. The overarching goal of the C3w+ is to create a strong, flexible health and public health infrastructure trained and prepared for day-to-day and emergency needs of Florida communities—especially in rural and underserved areas. The Parties agree to be guided by the terms and conditions set forth in this non-binding MOU as part of the Rural Public Health Workforce Training Network (RPHWTN), funded by the HHS Federal Office of Rural Health Policy Community-Based Division (HRSA-22-117). This MOU is in effect from the Effective Date, through July 31, 2025, with two options to renew each for an additional term of five years. At expiration, the MOU may be extended to a future date and time if agreed to in writing by both Parties.

Florida RPHWTN Roles and Responsibilities

CommHIT will:

- Act as the administrative lead entity for the grant;
- Convene the C3w+ network to develop formal training/certification programs;
- Provide C3w+ members with opportunities to cross-train (new and current) staff;
- Identify formal and sustainable pathways to employ trainees;
- Design or expand culturally and linguistically appropriate workforce trainings;

EXHIBIT A

- Develop approaches in training current/existing staff to maximize their clinical/operational capacity; and
- Provide a project director and a primary staff person for data collection efforts.

Organization will:

- Join the C3w+ network;
- Through the C3w+, support the dissemination of expanded workforce training and new approaches across the state; and
- Advocate within the state policies and resources to advance the goals of the network.

All Florida RPHWTN Members will:

- Appoint the Human Resources Director or another appropriate staff member to represent the organization and contribute as an active member of the C3w+ network;
- Identify individuals who would be good candidates for expanded training;
- Utilize grant funds to support training for incumbent and prospective employees;
- Provide input on program design;
- Sign all agreements as required by the respective training services or programs in which member participates;
- Follow the Bylaws (Attachment 1);
- Share relevant data from their EMS agency as they pertain to grant project metrics:
 - Number of participants trained (i.e., students)
 - Number of participants placed in a permanent or contract position as result of the RPHWTN program
 - Total positions filled overall and then in the selected track
 - Estimated annual income for participants before and after the program
 - Target Population / Participant Demographics
 - Number of staff with expanded skillsets around tech-based community health work
 - Number of new trained individuals
 - The number of participants achieving measurable skill gains
 - Number of staff that were cross-trained
 - Number of enrollees earning a state or industry-recognized certification

Membership Benefits for Workforce Development

The Florida RPHWTN will serve as the clearinghouse for labor exchange information, pipeline, and training program development, and referrals among and between entities to expand and qualify the rural healthcare workforce. Benefits include:

- Strategic partner engagement support;
- Technical assistance and support for participating employers with the local workforce development boards (LWDBs) in the RPHWTN service area;
- Support to ensure high demand jobs are listed with the LWDBs through job postings and annual survey response;
- Identification of potential LWDBs Department of Labor funding for eligible participants;

EXHIBIT A

- Support participant eligibility process in collaboration with the LWDBs and the employers; and
- Career recruitment outreach collateral and event support.

Cost. There is currently no cost for members of the C3w+. However, members may vote to assess dues to support C3w+ activities.

Collaboration. The Parties agree that this MOU does not create an obligation to enter into transactions (e.g., Strategic Partnership, Joint Venture, legally enforceable contract) with the other party. Furthermore, this MOU does not prevent the Parties from entering into any other agreement, provided that each party complies with the terms and conditions of this MOU by honoring pre-existing obligations between the Parties. The Parties agree that further obligations related to specific tasks, or programs, or projects may be created by subsequent legally enforceable contracts between them.

This MOU is not legally enforceable. Instead, the MOU represents an expression of intent by all parties to collaborate on joint activities in good faith and with best efforts.

The remainder of this page intentionally left blank.

EXHIBIT A

Entirety. This MOU constitutes the entire agreement between the Parties and supersedes all prior or contemporaneous agreements and understandings—either written or spoken—relating to the subject matter of this MOU and may be modified only by a written instrument executed by Parties.

<u>CommunityHealth IT, Inc.</u>	<u>Miami-Dade County</u>
 _____	_____ _____
<i>Authorized Signature</i>	<i>Authorized Signature</i>
<u>Kendra Siler, PhD</u>	_____
<i>Printed Name</i>	<i>Printed Name:</i>
<u>President/CEO</u>	_____
<i>Title</i>	<i>Title: Mayor/Mayor Designee</i>
<i>Date</i> <u>January 14, 2024</u>	<i>Date</i> _____

ATTACHMENT 1



Community Connected Care Workforce Program (C3w+) Network Bylaws 2023

GRANT FUNDS PROVIDED BY: U.S. DEPARTMENT OF HEALTH AND HUMAN
SERVICES HEALTH RESOURCES AND SERVICES ADMINISTRATION
RURAL PUBLIC HEALTH WORKFORCE TRAINING NETWORK



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OVERVIEW: COMMUNITY CONNECTED CARE WORKFORCE (C3W+) NETWORK

ORGANIZATIONAL STRUCTURE

A new network was created among health-related rural Florida organizations to complete the Community Connected Care Workforce (C3w+) Program. Because the network addresses the needs of rural safety net facilities as well as EMS agencies, it is bifurcated into “zones”:

- 1) **Tech Zone** (primarily for Florida hospitals and other safety net facilities and organizations)
- 2) **Community Paramedicine (CP) Zone** for rural EMS agencies.

The two zones of the network are primarily comprised of rural and critical access hospitals, EMS agencies, rural health networks (RHNs), FLDoH Bureau of Emergency Medical Oversight, and Florida Community Health Worker Coalition (FLCHWC) to develop CP training and programs, bolster digital security of participating organizations, and train CHWs. The overarching goal of the C3w+ Network (Tech Zone + CP Zone) is to create a strong, flexible tech and health infrastructure trained and prepared for day-to-day and emergency needs of rural communities.

Specifically, the four goals of this network that are supported by the RPHTWN grant are:

Goal 1 (Tech Zone): Develop training for U.S. Department of Health and Human Services (HHS) 405(d) Cybersecurity Approaches and train IT and clinical staff.

Goal 2 (CP Zone): Leverage formal partnerships with the FLORH, FLDoH Bureau of Emergency Medical Oversight, FLCHWC, and Florida’s regional RHNs to train CHWs in telehealth/remote monitoring or community paramedicine-mobile integrated health (CP-MIH) for Florida’s 29 rural counties.

Goal 3 (CP Zone): Develop and register CP-MIH apprentice occupation and pre-apprenticeship training under CommHIT’s Technology and Health Apprenticeship Program (THAP) [Florida registration GNJ (2022-FL-111571)] for Florida’s 29 rural counties.

Goal 4 (Tech Zone and CP Zone): Increase the diversity and inclusion of targeted training tracks to aid in providing health equity for all.

VISION

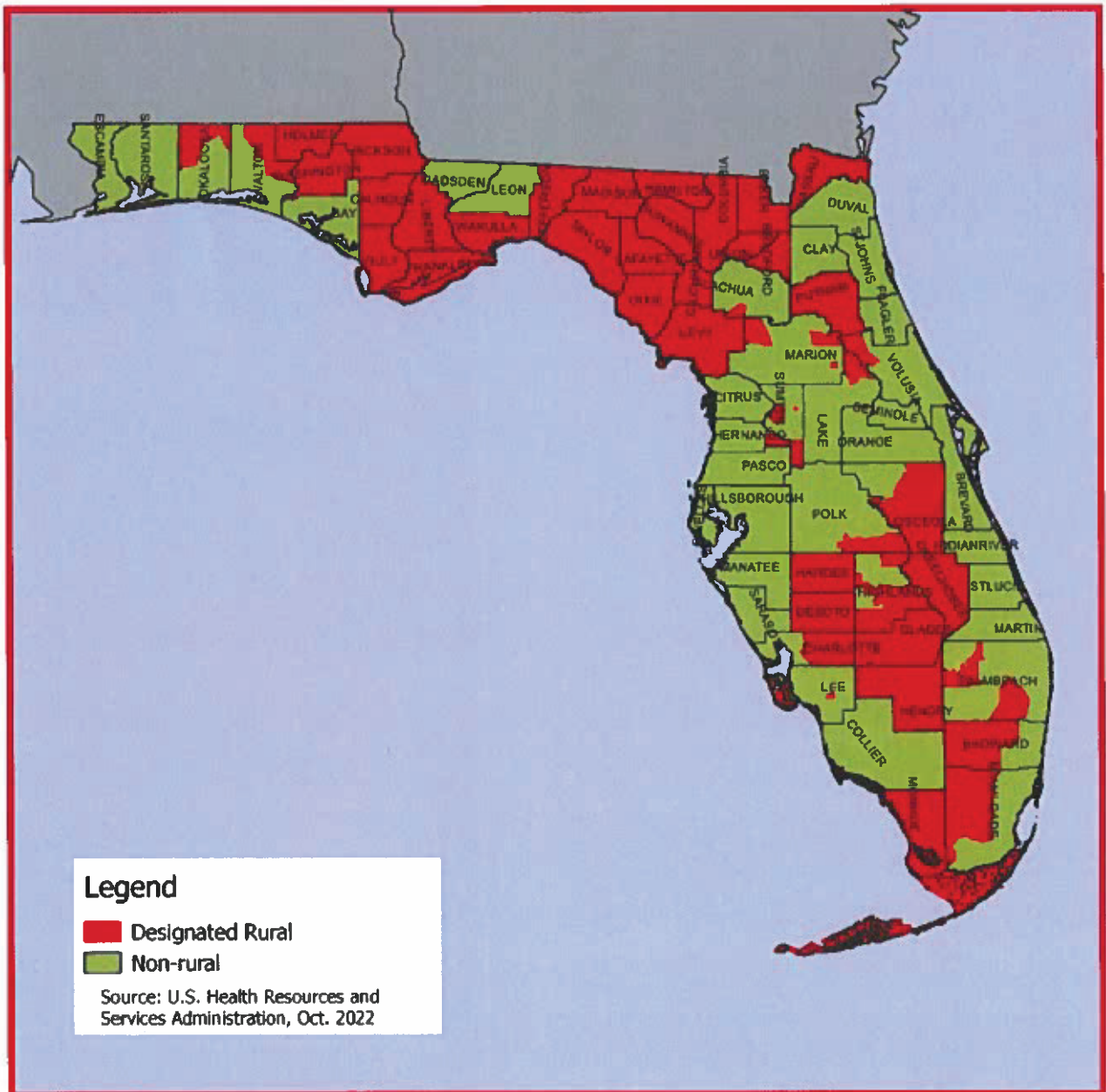
Create a strong, flexible technology and healthcare workforce that serves rural Florida day-to-day and in public health emergencies.

MISSION

Seve rural communities by providing training and credentials to upskill current and potential workers, help rural health organizations address workforce shortage, and bolster digital literacy and security by focusing on the development of health technology, community paramedicine, and community health workers.

SERVICE AREA

The below map shows the Federal Office of Rural Health Policy (FORHP) defined rural areas in Florida. The C3w+ Network (Tech Zone + CP Zone) service area is all 29 rural counties as defined by FORHP.



BYLAWS

MEMBER ELIGIBILITY TO VOTE

Voting members (Directors) must be HR Directors or other appropriate appointed representative for workforce development at rural hospitals or EMS agencies. Each Director (one per organization) shall have one (1) vote either in the Tech Zone network or the CP Zone network.

DUES

There are currently no annual dues for Network general members. Directors may vote to create annual dues to support C3w+ activities only.

QUORUM AND VOTING

The presence of two-thirds (2/3) of the Directors, in-person or virtually, shall constitute a quorum for the transaction of business. This goes for either the Tech Zone network or the CP Zone Network; meetings for these two networks may occur independently of the other and actions may be carried out independently by either zone. Members may attend both zone meetings; however, Directors in one zone may not vote in the other zone.

Decisions can be made by a majority of the Directors present and voting at a meeting duly held at which a quorum is present. Except as otherwise expressly provided, or by law, information may be presented, but no business shall be acted upon by Directors at any meeting at which a quorum, as herein defined, is not present.

Business for either zone may be ratified via email if 2/3 of the members submit votes. Directors may not vote by proxy.

PRESIDING OFFICER: ZONE LEAD

Meetings of the Directors shall be presided over by the Zone Lead if present, or if absent by the Vice Zone Lead if present.

DUTIES OF THE ZONE LEAD

One Zone Lead per Tech Zone and CP Zone shall be selected from Florida C3w+ Directors in each corresponding zone. It shall be the two Zone Leads' duty:

- A. To perform all such duties as are incident to this position and such other duties as may be required by law, Bylaws, or by which may be prescribed from time to time by Directors;
- B. To preside at meetings of the Tech or CP Zone;
- C. To present at the annual corporate meeting a report of the activities of their respective zone during the preceding year and a statement of plans for the next ensuing year;
- D. To have such other powers and perform such other duties as may be assigned to this office from time to time by the Directors in their corresponding zone.

DUTIES OF THE VICE ZONE LEAD

In the absence of the Zone Lead, or in the event of inability or refusal to act, or if the position be vacant, the Vice Zone Lead shall perform all the duties of the Zone Lead, and when so acting shall have all the powers, and be subject to all the restrictions of the Zone Lead. The Zone Lead shall have such other powers and perform such other duties as may be prescribed by law, by Bylaws, or as may be assigned to this office from time to time by the Directors.

DUTIES OF COMMHIT

CommHIT shall:

- A. Certify and keep at the principal office of CommHIT the original, or a copy, of Florida C3w+ Bylaws as amended or otherwise altered to date;
- B. Cause to be kept at the principal office of CommHIT or such other place as the Directors may order, a record of minutes of all meetings of the Directors, recording therein the time and place of holding, names of those present, and the proceedings thereof;
- C. See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;
- D. Cause to be kept at the principal office of CommHIT a membership record containing the name and address of each member.
- E. Cause to be kept and maintain adequate and correct accounts of Florida C3w+ properties and business transactions, including account of its assets, liabilities, receipts, disbursements, surpluses, and deficits;
- F. The financial status of Florida C3w+ training funds shall be attached to the minutes of such meeting at which the report is made.
- G. A record of C3w+ trainees' statuses, including apprentices, that pertain to the zone subject matter (e.g., tech or CP/CHW).