

October 26, 2023

Board of County Commissioners

Approval of an Intergovernmental/Expense Agreement with Multnomah County Integrated Clinical Services (MCICS) to expand tobacco cessation services. Agreement value is \$20,000 for 20 months. Funding is through Health Share of Oregon. No County General Funds are involved.

Previous Board Action/Review	10/24/2023-Briefed at Issues		
Performance Clackamas	1. Ensure safe, healthy, and secure communities. 2. Health outcome disparities identified in the Community Health Improvement Plan will be reduced.		
Counsel Review	Yes	Procurement Review	No
Contact Person	Philip Mason-Joyner	Contact Phone	503-742-5956

EXECUTIVE SUMMARY: Clackamas County Public Health Department (CCPHD) of the Health, Housing, and Human Services Department requests the approval of this agreement with Multnomah County Integrated Clinical Services (MCICS) to expand tobacco cessation services to reduce tobacco-related health disparities.

Tobacco use continues to be the leading cause of preventable death across the United States and Oregon. It costs Oregon \$2.9 billion in direct medical costs and lost yearly productivity. Health systems strategies to increase referrals to tobacco cessation services are a cost-effective way to reduce tobacco-related health disparities. There is a significant need for culturally responsive tobacco cessation services offered in other languages across the region. This agreement allows MCICS to partner with culturally specific organizations to provide services that meet the diverse needs of their community. The importance to the County is to reduce health outcome disparities identified in the Community Health Improvement Plan and ensure safe, healthy, and secure communities.

CCPHD received funding from Health Share of Oregon to serve a lead role in expanding tobacco cessation services and implementation of a closed-loop e-referral across Federally Qualified Health Centers (FQHCs) in the tri-county region. CCPHD has successfully implemented the closed-loop e-referral to the Oregon Tobacco Quit Line in Clackamas Health Centers (CHC). CCPHD will compensate MCICS to provide training and resources to MCICS providers and staff to implement tobacco cessation services and a closed-loop e-referral to the Oregon Tobacco Quit Line. This agreement will strengthen our relationships with tri-county partners and our funder and Coordinated Care Organization, Health Share of Oregon, and improve the health of the communities most needing tobacco cessation services.

For Filing Use Only

The Agreement period is effective upon execution through June 30, 2025. The contract term is upon signature through June 30, 2025. The total contract value is \$20,000.

RECOMMENDATION: Staff recommends the Board of County Commissioners approve the attached Intergovernmental/Revenue Agreement #10764.

Respectfully submitted,

Rodney A. Cook

Rodney A. Cook

Director of Health, Housing, and Human Services

**INTERGOVERNMENTAL AGREEMENT
BETWEEN CLACKAMAS COUNTY
AND MULTNOMAH COUNTY**

Agreement # 10764

HD-IGA-R-15993-2024

THIS AGREEMENT (this "Agreement") is entered into and between Clackamas County ("County"), a political subdivision of the State of Oregon, and Multnomah County ("Agency"), a political subdivision of the State of Oregon, collectively referred to as the "Parties" and each a "Party."

RECITALS

Oregon Revised Statutes Chapter 190.010 confers authority upon local governments to enter into agreements for the performance of any and all functions and activities that a party to the agreement, its officers or agencies have authority to perform.

Multnomah County Integrated Clinical Services (MCICS) and Clackamas County Public Health Division (CCPHD) agree to participate in providing Tobacco Cessation Services to help people quit tobacco in order to improve their overall health. This agreement outlines each parties' roles to implement tobacco cessation services in MCICS.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

TERMS

1. **Term.** This Agreement shall be effective upon signature, and shall expire upon the completion of each and every obligation of the Parties set forth herein, or June 30, 2025, whichever is sooner.
2. **Scope of Work.** The Agency agrees to provide the services further identified in the Scope of Work attached hereto as Exhibit A and incorporated herein ("Work").
3. **Consideration.** The County agrees to pay Agency, from available and authorized funds, a sum not to exceed twenty thousand dollars (\$ 20,000) for accomplishing the Work required by this Agreement.
4. **Payment.** Agency shall submit invoices as follows:

Agency shall submit invoices by the tenth day of the month following that in which service was performed. The invoice shall list contract # 10764, dates of service, number of hours billed and the total amount due for all services provided during the month. Invoices shall be submitted to:

Electronically to: PublicHealthFiscalAP@clackamas.us

When submitting electronically, designate Agency name and contract # 10764 in the subject of the e-mail.

Within thirty (30) days after receipt of the bill, provided COUNTY has approved the service specified on the invoice, COUNTY shall pay the amount requested to Agency.

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5. Representations and Warranties.

- A. *Agency Representations and Warranties:* Agency represents and warrants to County that Agency has the power and authority to enter into and perform this Agreement, and this Agreement, when executed and delivered, shall be a valid and binding obligation of Agency enforceable in accordance with its terms.
- B. *County Representations and Warranties:* County represents and warrants to Agency that County has the power and authority to enter into and perform this Agreement, and this Agreement, when executed and delivered, shall be a valid and binding obligation of County enforceable in accordance with its terms.
- C. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

6. Termination.

- A. Either the County or the Agency may terminate this Agreement at any time upon thirty (30) days written notice to the other party.
- B. Either the County or the Agency may terminate this Agreement in the event of a breach of the Agreement by the other. Prior to such termination however, the Party seeking the termination shall give the other Party written notice of the breach and of the Party's intent to terminate. If the breaching Party has not entirely cured the breach within fifteen (15) days of deemed or actual receipt of the notice, then the Party giving notice may terminate the Agreement at any time thereafter by giving written notice of termination stating the effective date of the termination. If the default is of such a nature that it cannot be completely remedied within such fifteen (15) day period, this provision shall be complied with if the breaching Party begins correction of the default within the fifteen (15) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable. The Party giving notice shall not be required to give more than one (1) notice for a similar default in any twelve (12) month period.
- C. The County or the Agency shall not be deemed to have waived any breach of this Agreement by the other Party except by an express waiver in writing. An express written waiver as to one breach shall not be deemed a waiver of any other breach not expressly identified, even though the other breach is of the same nature as that waived.
- D. The County may terminate this Agreement in the event the County fails to receive expenditure authority sufficient to allow the County, in the exercise of its reasonable administrative discretion, to continue to perform under this Agreement, or if federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the Project under this Agreement is prohibited or the County is prohibited from paying for such work from the planned funding source.
- E. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

7. Indemnification.

- A. Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the County agrees to indemnify, save harmless and defend the

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Agency, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of the County or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which the County has a right to control.

Subject to the limits of the Oregon Constitution and the Oregon Tort Claims Act or successor statute, the Agency agrees to indemnify, save harmless and defend the County, its officers, elected officials, agents and employees from and against all costs, losses, damages, claims or actions and all expenses incidental to the investigation and defense thereof arising out of or based upon damages or injuries to persons or property caused by the negligent or willful acts of the Agency or its officers, elected officials, owners, employees, agents, or its subcontractors or anyone over which the Agency has a right to control.

8. **Insurance.** The Agency agrees to furnish the County with evidence of commercial general liability and cyber liability insurance with a combined single limit of not less than \$1,000,000 for each claim, incident, or occurrence, with an aggregate limit of \$2,000,000 for bodily injury and property damage for the protection of Clackamas County, and their officers, elected officials, agents, and employees against liability for damages because of personal injury, bodily injury, death or damage to property, including loss of use thereof, in any way related to this Agreement. If self-insured, Agency shall provide documentation to the County of Agency's self-insured status by completing the Self-Insurance Certification form provided by the County.

The Parties agree to maintain levels of insurance, or self-insurance, sufficient to satisfy their obligations under this Agreement and all requirements under applicable law.

9. **Notices; Contacts.** Legal notice provided under this Agreement shall be delivered personally, by email or by certified mail to the individuals identified below. Any communication or notice so addressed and mailed shall be deemed to be given upon receipt. Any communication or notice sent by electronic mail to an address indicated herein is deemed to be received 2 hours after the time sent (as recorded on the device from which the sender sent the email), unless the sender receives an automated message or other indication that the email has not been delivered. Any communication or notice by personal delivery shall be deemed to be given when actually delivered. Either Party may change the Party contact information, or the invoice or payment addresses by giving prior written notice thereof to the other Party at its then current notice address.

Katie Knutsen or their designee will act as liaison for the County.

Contact Information: 971-346-0292 - KKnutsen@clackamas.us

Zack Hathorne or their designee will act as liaison for the Agency.

Contact Information: 503-988-9763 - zackary.hathorne@multco.us

Katie Thornton or their designee will act as liaison for the Agency

Contact Information: 971-442-5776-katie.g.thornton@multco.us

10. General Provisions.

- A. **Oregon Law and Forum.** This Agreement, and all rights, obligations, and disputes arising out of it will be governed by and construed in accordance with the laws of the State of Oregon and the ordinances of Clackamas County without giving effect to the conflict of law provisions thereof. Any claim between County and Agency that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Clackamas County for the State of Oregon; provided, however, if a claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this section be construed as a waiver by the County of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the Eleventh Amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court. Agency, by execution of this Agreement, hereby consents to the in personam jurisdiction of the courts referenced in this section.
- B. **Compliance with Applicable Law.** Both Parties shall comply with all applicable local, state and federal ordinances, statutes, laws and regulations. All provisions of law required to be a part of this Agreement, whether listed or otherwise, are hereby integrated and adopted herein. Failure to comply with such obligations is a material breach of this Agreement.
- C. **Non-Exclusive Rights and Remedies.** Except as otherwise expressly provided herein, the rights and remedies expressly afforded under the provisions of this Agreement shall not be deemed exclusive, and shall be in addition to and cumulative with any and all rights and remedies otherwise available at law or in equity. The exercise by either Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different times, of any other remedies for the same default or breach, or for any other default or breach, by the other Party.
- D. **Access to Records.** Agency shall retain, maintain, and keep accessible all records relevant to this Agreement ("Records") for a minimum of six (6) years, following Agreement termination or full performance or any longer period as may be required by applicable law, or until the conclusion of an audit, controversy or litigation arising out of or related to this Agreement, whichever is later. Agency shall maintain all financial records in accordance with generally accepted accounting principles. All other Records shall be maintained to the extent necessary to clearly reflect actions taken. During this record retention period, Agency shall permit the County's authorized representatives' access to the Records at reasonable times and places for purposes of examining and copying.

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- E. **Work Product.** All work performed under this Agreement shall be considered work made for hire and shall be the sole and exclusive property of the County. The County shall own any and all data, documents, plans, copyrights, specifications, working papers and any other materials produced in connection with this Agreement. On completion or termination of the Agreement, Agency shall promptly deliver these materials to the County's project manager.
- F. **Hazard Communication.** Agency shall notify County prior to using products containing hazardous chemicals to which County employees may be exposed, which includes any hazardous, toxic, or dangerous substance, waste, or material that is the subject of environmental protection legal requirements or that becomes regulated under any applicable local, state or federal law, including but not limited to the items listed in the United States Department of Transportation Hazardous Materials Table (49 CFR §172.101) or designated as hazardous substances by Oregon Administrative Rules, Chapter 137, or the United States Environmental Protection Agency (40 CFR Part 302), and any amendments thereto. Upon County's request, Agency shall immediately provide Material Safety Data Sheets for the products subject to this provision.
- G. **Debt Limitation.** This Agreement is expressly subject to the limitations of the Oregon Constitution and Oregon Tort Claims Act, and is contingent upon appropriation of funds. Any provisions herein that conflict with the above referenced laws are deemed inoperative to that extent.
- H. **Severability.** If any provision of this Agreement is found to be unconstitutional, illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken. The Court or other authorized body finding such provision unconstitutional, illegal or unenforceable shall construe this Agreement without such provision to give effect to the maximum extent possible the intentions of the Parties.
- I. **Integration, Amendment and Waiver.** Except as otherwise set forth herein, this Agreement constitutes the entire agreement between the Parties on the matter of the Project. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by such Party of that or any other provision.
- J. **Interpretation.** The titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.
- K. **Independent Contractor.** Each of the Parties hereto shall be deemed an independent contractor for purposes of this Agreement. No representative, agent,

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employee or contractor of one Party shall be deemed to be a representative, agent, employee or contractor of the other Party for any purpose, except to the extent specifically provided herein. Nothing herein is intended, nor shall it be construed, to create between the Parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each Party hereby specifically disclaims any such relationship.

- L. **No Third-Party Beneficiary.** Agency and County are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
- M. **Subcontract and Assignment.** Agency shall not enter into any subcontracts for any of the work required by this Agreement, or assign or transfer any of its interest in this Agreement by operation of law or otherwise, without obtaining prior written approval from the County, which shall be granted or denied in the County's sole discretion. County's consent to any subcontract shall not relieve Agency of any of its duties or obligations under this Agreement.
- N. **Counterparts.** This Agreement may be executed in several counterparts (electronic or otherwise), each of which shall be an original, all of which shall constitute the same instrument.
- O. **Survival.** All provisions in Sections 5, 7, and 10 (A), (C), (D), (G), (H), (I), (J), (L), (Q), (T), and (U) shall survive the termination of this Agreement, together with all other rights and obligations herein which by their context are intended to survive.
- P. **Necessary Acts.** Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.
- Q. **Time is of the Essence.** Agency agrees that time is of the essence in the performance this Agreement.
- R. **Successors in Interest.** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective authorized successors and assigns.
- S. **Force Majeure.** Neither Agency nor County shall be held responsible for delay or default caused by events outside of the Agency or County's reasonable control including, but not limited to, fire, terrorism, riot, acts of God, or war. However, Agency shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement.

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T. **Confidentiality.** Agency acknowledges that it and its employees or agents may, in the course of performing their responsibilities under this Agreement, be exposed to or acquire confidential information. Any and all information of any form obtained by Agency or its employees or agents in the performance of this Agreement shall be deemed confidential information of the County ("Confidential Information"). Agency agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Agency uses in maintaining the confidentiality of its own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties or use Confidential Information for any purpose unless specifically authorized in writing under this Agreement.

U. **No Attorney Fees.** In the event any arbitration, action or proceeding, including any bankruptcy proceeding, is instituted to enforce any term of this Agreement, each party shall be responsible for its own attorneys' fees and expenses.

IN WITNESS HEREOF, the Parties have executed this Agreement by the date set forth opposite their names below.

Clackamas County

Multnomah County

Chair, Board of County Commissioners

 Chantell Reed,
Deputy Director

Authorized Signature 9/22/23
Date

Date

Approved as to Form:

 _____
County Counsel 10.18.23
Date

Exhibit A

SCOPE OF WORK

I. Scope of Work and Cooperation

A. MCICS agrees to:

1. Implement the e-referral to the Oregon Tobacco Quit Line into a tobacco cessation workflow.
2. Provide training and resources to guide providers through the e-referral workflow, summarize how the Quit Line works, what patients are eligible to receive, and any other resources that would be helpful for providers and clinic staff.
3. Support a clinical champion or “super user” to integrate the e-referral into their work, help troubleshoot and/or refine processes, encourage other clinical staff to utilize the e-referral, attend ad hoc work group meetings, complete tobacco cessation training opportunities, and share any lessons learned with CCPHD and other FQHCs who implement the e-referral.
4. Support and register staff, CHWs (Community Health Workers) and other clinical staff (listed in rate table), to participate in either brief or in-depth tobacco cessation training, such as the American Lung Association Freedom from Smoking Training. Trainings will need to be approved by CCPHD.
5. Explore implementation of culturally and racially specific cessation groups, possibly in collaboration with Community Based Organizations.
6. Promote tobacco cessation resources (i.e. Tobacco Quit Line) in Health Centers on TV displays and through printed materials.
7. Report number of tobacco users, patients who vape nicotine, referrals to the Tobacco Quit Line, and number of warm hand-off’s to CHWs for tobacco cessation to CCPHD monthly.
8. Share workbench reports of e-referrals with Crossroads group monthly to administer a patient satisfaction survey.

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B. CCPHD agrees to:

1. In partnership with Multnomah County Tobacco Control & Prevention Program (TCPP), provide training and resources to MCICS providers and staff to implement tobacco cessation services (i.e. brief interventions – ask, assess, and refer to the Quit Line).
2. Compensate for any MCICS staff time (epic specialist, clinical champion, CHWs, etc.) related to the e-referral or expanding tobacco cessation services in clinics (see rate table). Reimbursement will require 'true and verifiable' documentation of expenses.
3. Provide Tobacco Quit Line resources in multiple languages to MCICS.
4. Provide technical assistance to implement the e-referral (assist in answering questions and gathering information from the Oregon Health Authority (OHA), other health departments, and the Oregon Tobacco Quit Line).
5. Contract with Crossroads Group Inc. to administer satisfaction survey with patients referred to the Quit Line to evaluate the efficacy of the e-referral and Quit Line services. Patients will receive \$25 incentive gift cards directly from Crossroads for participation.
6. Work with Crossroads Group Inc. to summarize results of the patient satisfaction surveys.

Rate table for MCICS staff:

Position/Title	Hourly Rate (based on team average with benefits)
Community Health Worker (CHW)	\$53.00
Referral Coordinator (TCA)	\$43.00
Provider	\$78.00
Supervisor	\$68.00

II. Special Requirements

Report monthly (through June 30, 2025):

- Total number of patients who use tobacco
- Total number of patients who use nicotine (e-cigarettes)
- Number of referrals made per provider to the Oregon Tobacco Quit Line.
- Percent of tobacco and nicotine users referred to the Oregon Tobacco Quit Line
- Percent of tobacco and nicotine users referred to Community Health Worker