

MEMORANDUM OF UNDERSTANDING BETWEEN
DEPARTMENT OF SOCIAL SERVICES
Office of the Secretary
AND
LSU HEALTH SCIENCES CENTER

This Memorandum of Understanding (MOU) is entered into by the Department of Social Services (DSS), **Office of the Secretary**, (DSS/OS) and the LSU Health Sciences Center.

I. Background

This MOU facilitates the working relationship between the aforementioned departments during times of emergency activation.

II. Liaison Officials

Louisiana Department of Social Services:

The primary point of contact that shall function as the lead liaison for all implementation of services described in this Memorandum of Understanding (MOU) agreement is as follows:

Name: Joshua Gill

Address: 627 North 4th Street, Baton Rouge, Louisiana 70802

Telephone: 225-342-4961 (office) 225-456-4343 (cell)

Email: jgill@dss.state.la.us

LSU HEALTH SCIENCES CENTER:

The primary point of contact who shall serve as lead liaison regarding implementation of services described in this Memorandum of Understanding (MOU) agreement is as follows:

Name: Charles Zewe

Address: 3810 West Lakeshore Dr., Baton Rouge, LA70808

Telephone: 225-578-3941

Email: czewe@lsu.edu

The above individuals shall serve as the contact for the following functions: fiscal and budgetary decisions, programmatic decisions, daily program operation, service delivery operations, and program monitoring.

III. Purpose

To describe the supporting role the Louisiana State University Health Sciences Center plays in support of the Department of Social Services as ESF-6 in the deliver of Mass

Care, Housing and Human Services during state assisted emergencies, as prescribed in the state ESF-6 supplement.

IV Statement of Work

A. LSU HEALTH SCIENCES CENTER

1. PREPAREDNESS

LSU Health Sciences Center will:

- Stockpile medical resources and pharmaceuticals in support of mass care needs.
- Formulate a plan for providing a telemedicine component at general population shelters as per ESF-8 plan.
- Identify personnel to perform tasks as specified by ESF-6 and insure that personnel have transportation (ESF-1).
- Ensure that personnel receive appropriate training, including but not limited to NIMS, ICS and Red Cross shelter courses.
- Require first line staff to complete IS700 and IS100 training, management staff to complete IS700, IS100 and IS200 training and State office staff will complete IS100, IS200, IS700 and IS800 training by Sept 30, 2009.
- Develop MOUs for needed support.

2. RESPONSE

LSU Health Sciences Center will:

- Provide a telemedicine component at general population shelters as per the ESF-8 plan.
- Provide identified staff to aid in shelter operations.
- Assign personnel to maintain contact with EOC to execute missions in support of ESF-6.

3. RECOVERY

LSU Health Sciences Center will:

- Provide support in disaster recovery centers by provisioning information, referral services, and/or assistance with applying for State and Federal Aid.

B. DEPARTMENT OF SOCIAL SERVICES

1. PREPAREDNESS

The Department of Social Services will:

- Establish shelter locations for victims of natural and/or technological disasters for mass care, housing and human services.
- Request identified staff to be trained for shelter operations, NIMS, ICS and Shelter training.
- Request identified staff, a minimum of 10 staff per region, for deployment to support evacuation and shelter operation in the event of a natural and/or technological disaster.

2. RESPONSE

The Department of Social Services will:

- Request identified support personnel to assist in shelter operation functions for ESF-6, as needed.

- Implement plan to support ESF-6 operations.
- Assign and execute tasks in support of ESF-6.

3. RECOVERY

The Department of Social Services will:

- Provide personnel as needed to Disaster Recovery Centers to provide information and referral services and/or assistance to individuals applying for State and/or Federal aid.
- Coordinate after-action assessments as required.

V. Confidentiality Statement

DSS/OS and [LSU Health Sciences Center](#) shall abide by the Federal and State laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (42 U.S.C. 602 and LA. R.S. 46:56). DSS/OS and LSU Health Sciences Center will further abide by all Federal and State laws and regulations as relative to data sharing of pertinent information for performance accountability and program evaluation purposes.

Approved:

Louisiana Department of Social Services

LSU Health Sciences Center

Kristy Nichols
Secretary, Department of Social Services

Larry H. Hollier, MD
Chancellor, LSU Health Sciences Center