

**DIVISION OF LOCAL GOVERNMENT SERVICES**  
**SHARED SERVICES AGREEMENT**  
**COVER SHEET**

PROVIDER: Monmouth County Board of Health COUNTY: Monmouth

RECIPIENT: Township of Manalapan COUNTY: Monmouth

BRIEF DESCRIPTION OF SERVICE:

The Manalapan MRC-CERT will support statewide Zika prevention efforts through a grant. The grant originates from the State of New Jersey and the Manalapan MRC-CERT is a sub-grantee to the Monmouth County Board of Health.

EFFECTIVE DATE: September 7, 2016

EXPIRATION DATE: June 30, 2017

ESTIMATED COST SAVINGS  
TO BE ACHIEVED OVER THE TERM OF THE AGREEMENT unknown

Please submit this cover sheet with shared service agreement either via email to [EGG@dca.state.nj.us](mailto:EGG@dca.state.nj.us) or hard copies may be mailed to the Division of Local Government Services at PO Box 803, Trenton, NJ 08625-0803. Mailed correspondence should be sent to the attention of Shared Services.

**SHARED SERVICES AGREEMENT BETWEEN THE MONMOUTH COUNTY  
BOARD OF HEALTH AND THE MANALAPAN TOWNSHIP HEALTH  
DEPARTMENT**

Mr. Maskowitz offered the following Resolution and moved its adoption:

WHEREAS, the Public Health Emergency Preparedness (“PHEP”) cooperative agreement provides essential funding for local health departments to upgrade their ability to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events; supporting the efforts of the Medical Reserve Corps and

WHEREAS, the New Jersey Department of Health (NJDOH) has requested that the county provide Zika preparedness funding in the support of the Township’s Medical Reserve Corp/Citizen Emergency Response Team (MRC/CERT) and Township has agreed to oversee the activities as described by the NJDOH in Zika efforts; and

WHEREAS, the County deems it to be in the best interest of its resident municipalities to enter into a Shared Services Agreement for the provision of these services with the Township pursuant to the Local Health Services Act, N.J.S.A. 26:3A2-2 et seq., and the Shared Services Act, N.J.S.A. 40A:65-1 et seq.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Manalapan that W. David Richardson Health Officer is hereby authorized to execute the Agreement with the Monmouth County Board of Health.

BE IT FURTHER RESOLVED that a copy of this resolution can be forwarded by the Clerk’s office to the Administrator, Health Officer, and Chief Finance Officer.

SECONDED BY Mr. McNaboe and adopted on roll call by the following vote.

AFFIRMATIVE: Cohen, Kane, Maskowitz, McNaboe, Musich

NEGATIVE: None

ABSTAIN: None

ABSENT: None

DATED: September 7, 2016

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A  
RESOLUTION ADOPTED BY THE TOWNSHIP OF MANALAPAN  
DURING A MEETING HELD ON SEPTEMBER 7, 2016

  
MUNICIPAL CLERK  
TOWNSHIP OF MANALAPAN

SHARED SERVICES AGREEMENT BETWEEN  
THE MONMOUTH COUNTY BOARD OF HEALTH  
AND THE MANALAPAN TOWNSHIP HEALTH DEPARTMENT

THIS SHARED SERVICES AGREEMENT is made this 7<sup>th</sup> day of September, 2016, by and between the Monmouth County Board of Health, an independent and autonomous body created pursuant to the Local Health Services Act, N.J.S.A. 26-3-1 et seq. (hereinafter referred to as "the County"), having its offices at the Hall of Records, 1 East Main Street, Freehold, New Jersey, and the Manalapan Township Health Department, an independent and autonomous body created pursuant to the Local Health Services Act, N.J.S.A. 26-3-1 et seq., having its offices at Manalapan Town Hall, 120 Route 522 and Taylors Mill Road, Manalapan, New Jersey (hereinafter referred to as "the Township"), as follows:

WHEREAS, the Public Health Emergency Preparedness ("PHEP") cooperative agreement provides essential funding for local health departments to upgrade their ability to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events; supporting the efforts of the Medical Reserve Corps and

WHEREAS, the County is the recipient of PHEP funding from the New Jersey Department of Health for the period of July 1, 2016 through June 30, 2017; and

WHEREAS, pursuant to the Public Health Service Act, 42 U.S.C. § 201, et seq., as a condition of the receipt of PHEP funding, the County is required to submit a detailed report based upon Zika efforts; and

WHEREAS, the New Jersey Department of Health (NJDOH) has requested that the county provide Zika preparedness funding in the support of the Township's Medical Reserve Corp/Citizen Emergency Response Team (MRC/CERT) and Township has agreed to oversee the activities as described by the NJDOH in Zika efforts; and

WHEREAS, the County deems it to be in the best interest of its resident municipalities to enter into a Shared Services Agreement for the provision of these services with the Township pursuant to the Local Health Services Act, N.J.S.A. 26:3A2-2 et seq., and the Shared Services Act, N.J.S.A. 40A:65-1 et seq.

NOW, THEREFORE, IT IS HEREBY AGREED by and between the parties, as follows:

Responsibilities of the Manalapan Township Department of Health

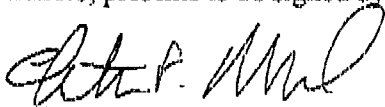
1. Oversee the MRC/CERT Zika efforts to ensure conformance with the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, N.J.A.C. 8:52-1.1 et seq. ("State Health Standards"); and
2. Submit a quarterly report to the County detailing the process of the assessment and Work Plan and how those components conform with the State Health Standards; and
3. Submit a final assessment and Work Plan to the County on or before June 30, 2017.

Responsibilities of the Monmouth County Board of Health

1. Reimburse Manalapan Township Health Department \$5000 during the fiscal grant cycle through the PHEP grant after submittal of the quarterly report (not to exceed \$5000); and
2. Submit grant progress and expenditure reports to the New Jersey Department of Health.

Disbursement of funds by the County to the Township shall be contingent upon submission of either a municipal purchase order or vendor invoice prior to the end of the grant period on June 30, 2017.

IN WITNESS THEREOF, the said parties hereunto unchangeably set their hands or cause thereto, presents to be signed by their proper officers.



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Christopher P. Merkel, M.P.H.  
Public Health Coordinator



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David Richardson  
Health Officer