

HEALTH FIRST INDIANA



Lake County Health Department
2900 West 93rd Ave., Crown Point, IN 46307 | Phone: 219-755-3655

LAKE COUNTY HEALTH DEPARTMENT CONTRACT AGREEMENT

This Agreement ("Agreement") is made effective this ____ day of _____, _____, by and between Lake County Health Department, with a principal place of business at 2900 West 93rd Ave., Crown Point, IN 46307 ("LCHD"), and Mental Health America of Northwest Indiana with a principal place of business at 5311 Hohman Ave. Hammond, IN 46320 ("Grantee"), collectively referred to herein as the "Parties."

WITNESSETH

WHEREAS the LCHD is engaged in grant-making activities designed to address public health concerns including chronic disease prevention.

WHEREAS under Indiana law, LCHD is empowered to grant money from their allocated Health First Indiana ("HFI") funds to external organizations which agree to complete Core Public Health Services ("CPHS") and work toward completion of the required Key Performance Indicators ("KPIs").

WHEREAS the LCHD is in need of assistance from external organizations to complete some of the state required CPHS and KPIs and is requesting Grantee to become a community partner in the delivery of certain services as delineated herein.

WHEREAS the Grantee represents that it is duly qualified and agrees to perform all services and reporting described in this grant contract to the satisfaction of the LCHD.

WHEREAS the Grantee has submitted a program proposal asking for funding to provide the core public health services in accordance with the Health First Indiana Initiative; details can be found at <https://www.in.gov/healthfirstindiana>.

WHEREAS the LCHD has determined that such a program is in public interest and wishes to support it with the grant funds subject to the terms and conditions herein.

NOW, THEREFORE, in consideration of the mutual covenants as contained herein, the parties agree as follows:

1. ORGANIZATION

- 1.1. Name: Mental Health America of Northwest Indiana
- 1.2. Contact Name and Title: Andrea Sherwin, President & CEO
- 1.3. Address: 5311 Hohman Ave. Hammond, IN 46320
- 1.4. Phone: 219-937-7733 ext. 105
- 1.5. Fax: 219-736-7998
- 1.6. Email: ashwerwin@mhanwi.org
- 1.7. Name of Proposed Program: Gun Safety Education for Families with Children
- 1.8. Target Population: Families with Young Child in Lake County, Indiana

2. PROGRAM, PURPOSE, AND SCOPE

- 2.1. Grantee has submitted a proposal entitled Gun Safety Education for Families with Children (“Program”).
- 2.2. Program Purpose. The purpose of this grant is to support the Grantee’s Program, which aims to: Partner with the Griffith Police Department and LCCAT to implement a pilot firearm safety project for families with young children.
- 2.3. Scope of Program Services. Educate Lake County providers on gun safety and gun storage in the house, including gun lock distribution.

3. FINANCIAL TERMS

- 3.1. Consideration. The Grantee shall be compensated at a rate of N/A for performing the duties described herein. Total compensation under this Contract shall not exceed N/A. *This Contract has been reapproved by the Board of Health for funds already disbursed; however, the scope of work has since been revised.*
- 3.2. Breakdown of Total Program Amount Requested.

Item Description	Price	Quantity	Total
Trainer Stipends	\$500.00	5	\$2,500.00
Program Materials/Supplies	\$5,000.00	1	\$5,000.00
Marketing/Outreach	\$3,000.00	1	\$3,000.00
Admin/Space	\$1,500.00	1 time only	\$1,500.00
Total Amount			\$10,000.00

3.3. Payment Schedule.

Payment #	Due Date	Description	Amount
1	1/01/2024	Program Start-up (training, supplies, marketing)	\$2,500.00
2	4/01/2024	2 nd Quarter -Services and Distribution	\$2,500.00
3	7/01/2024	3 rd Quarter -Services and Distribution	\$2,500.00
4	10/01/2025	4 th Quarter -Services and Distribution	\$2,500.00

- 3.3.1. No additional payments will be made under this Contract. All compensation associated with this agreement has already been disbursed.

3.4. Payments.

3.4.1. Payment Information.

3.4.1.1. Any payment-related questions or concerns should be directed to
rwillis@mhanwi.org

3.4.1.2. The check or wire memorandum section must specify: Gun Safety.

3.4.2. Payments by Check. Payments will be made to [organization] and mailed to:

Mental Health America of Northwest Indiana
Lake County Community Action Team – Gun Safety Project
5311 Hohman Avenue
Hammond, Indiana 46320

4. TERMS AND TERMINATION

4.1. Term. This Agreement shall be effective for a period not to exceed one (1) year. It shall commence on the date this contract is signed and shall remain in effect for one (1) year after the date this contract is signed.

4.2. Termination. Both parties will make good-faith efforts to resolve issues and mitigate damages prior to terminating this Agreement. However, this Agreement and any outstanding payments may be terminated if the agreed-upon activities are not being carried out satisfactorily or if the necessary reports and/or data are not submitted as outlined below.

4.3. Renewal. Further funding is not assured. If provided, it will depend on ongoing funding from HFI, compliance with required or requested KPIs as outlined in the continuation agreement with the LCHD, an evaluation of grant deliverable performance relative to this agreement, and the completion of activities/reports specified below.

4.4. Termination without Cause. Either party may terminate this agreement after the initial term for any or no reason by providing at least ninety (90) days written notice.

5. PROGRAM WORK PLAN.

5.1. Program Work Plan. See Appendix A

5.2. Scalability. Scalability. Grantee will expand or restrict the Program Work Plan to further efforts that will result in fulfilling the Purpose and Scope of the Program before modifying Performance.

6. PERFORMANCE: KPIs, METRICS, AND REPORTING.

6.1. Key Performance Indicators (“KPIs”) and Scope. The Program will provide services that specifically address the KPIs from the Core Public Health Services outlined in the Health First Indiana initiative: *(entered here and below)*

6.1.1. Trauma and Injury Prevention. Preventing harm due to injury and substance use and facilitating access to trauma care.

6.2. Metrics.

6.2.1. Definitions.

6.2.1.1. Deliverable: the quantifiable services to be provided at various steps in the Program to keep it on course. The deliverable provides a metric whose value can be tracked for state-level reporting.

6.2.1.2. Metric: a standard for measuring the value of the deliverable.

6.2.1.3. Value: the number or percentage of the metric that is being measured.

6.2.2. List of Metrics.

6.2.2.1. Number of parents/caregivers receiving Gun Safety education (in-person, virtual or home-based)

6.2.2.2. Number of professionals receiving Gun Safety education.

6.2.2.3. Number of firearm locks provided to families

6.3. Reporting.¹

6.3.1. Reporting Frequency: Reports will be sent monthly to the LCHD.

6.3.2. Reporting Format:

Item	Name	Scope
B.	Trauma and Injury Prevention	Preventing harm due to injury and substance use and facilitating access to trauma care.
	Deliverable	Metric: Training
	Gun Safety Classes	Number of providers receiving Gun Safety education (in-person, virtual or home-based)
	Gun Safety professional development provided	Number of professionals receiving Gun Safety education.
	Safe Firearm Storage	Number of firearm locks provided to families
	Participants implement safe firearm storage practices	Percentage of participants indicating they intend to use safe firearm storage practices they learned in training.
		Value
		500
		50
		250
		85%

7. PERFORMANCE EVALUATIONS.

7.1. Performance will be determined by the LCHD based on performance reports from the Grantee; and the results of the evaluations will be discussed with the Grantee as needed or upon request.

¹ Reports are to be sent directly to [Denice Trulley at trulldj@lakecountyin.org](mailto:Denice.Trulley@lakecountyin.org).

8. ROLES, RESPONSIBILITIES, AND STATUS OF PARTIES

8.1. Roles.

- 8.1.1. The Grantee's role shall be that of working with LCCAT partners to provide Gun Safety Education and gun lock distribution to at-risk families reporting gun storage in Lake County, IN. households with children present.
- 8.1.2. To adequately satisfy the roles of this Agreement, Grantee shall have the required appropriate level of education and experience, as required by each specific area where Services are provided.
- 8.1.3. Grantee understands the LCHD utilizes an electronic records system; and further agrees and acknowledges that all records shall be the sole and proprietary property of the LCHD and shall in no way be construed as the property of the Grantee or any of its staff or employees.
- 8.1.4. The grantee shall provide adequate workspace, equipment, computers, electronic records systems, and supplies required to deliver the contracted services. Additionally, the Grantee shall provide sufficient security and other staff needed to accomplish required and contracted responsibilities. LCHD shall also provide other support resources that may be required as mutually agreed.
- 8.1.5. Grantee shall have sole discretion to determine hours and schedules of their staff.

8.2. Responsibilities.

- 8.2.1. Grantee will review and recommend to LCHD in the development of policies, procedures, protocols, guidelines, quality assurance and improvement processes and reports, health care services and resource utilization processes and reports as needed to ensure effective and efficient delivery of Services.
- 8.2.2. The Grantee shall be responsible for performance and deliverables as outlined below.
- 8.2.3. The Grantee shall be responsible for reporting and evaluating (see Section 4) the progress of the project metrics. The Grantee shall submit reports on the progression of the project, following the measures and indicators listed in the proposal.

8.3. Independent Relationship.

- 8.3.1. LCHD and the Grantee are and shall remain independent contractors with respect to each other. The persons provided by Grantee to perform the services shall be Grantee's employees and shall be under the sole and exclusive direction and control of Grantee. They shall not be considered employees of the LCHD for any purpose. Grantee shall be responsible for compliance with all laws, rules, and regulations involving, but not limited to, employment of labor, hours of labor, health and safety, working conditions, and payment of wages with respect

to such persons. Grantee shall also be responsible for payment of taxes, including federal, state, and municipal taxes chargeable or assessed with respect to its employees, such as Social Security, unemployment, Workers' Compensation, disability insurance, and federal and state withholding. The grantee shall also be responsible for providing reasonable accommodations, including auxiliary aids and services, as may be required under the Americans with Disabilities Act. Supplier agrees to defend, indemnify, and hold harmless LCHD from and against any loss, cost, claim, liability, damage, or expense (including attorney's fees) that may be sustained by reason of Contractor's failure to comply with this paragraph. In any case, LCHD acknowledges that Grantee's indemnification obligation may be limited in substance by laws designed to protect and limit the exposure and liability of Grantee as an instrumentality of the State of Indiana (e.g., actions and conditions as to which Grantee is immunized by the Indiana Tort Claims Act, dollar limits stated in such Act, exemption from punitive damages, and the continued ability to defeat a claim by reason of contributory negligence for fault of the claimant), so that Grantee's liability to indemnify, protect, and/or hold harmless may not exceed what might have been its liability to claimant if sued directly by claimant in Indiana, and all appropriate defenses had been raised by Grantee.

- 8.3.2. Acting in Individual Capacity. Both parties hereto, in the performance of the Agreement, will act in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- 8.3.3. Ownership. The ownership and right of control of all reports, records, and supporting documents prepared by Grantee pursuant to the Services provided under this Agreement ("Records") shall vest in LCHD and Grantee, and Grantee shall comply with all state, federal, and HIPAA laws and regulations concerning or related to the collection, recording, storage, and release of any and all health care records and/or information.

9. RESOURCES AND FUNDING

- 9.1. LCHD hereby agrees to provide Grantee with a grant in the amount listed under Section 3. FINANCIAL TERMS, above from its Health First Indiana funding from the State of Indiana to:
 - 9.1.1. Perform the services enumerated in the section above called PERFORMANCE AND DELIVERABLES.
 - 9.1.2. Collect the metrics enumerated in the section above called PERFORMANCE AND DELIVERABLES.
 - 9.1.3. Report on all metrics as required in the section above called PERFORMANCE AND DELIVERABLES.

- 9.2. Use of funds. Grantee may use the grant funds for the purchase of supplies, certain services (such as printing and other activity-related and pre-approved services), equipment, and staffing FTEs associated with carrying out the above-mentioned services in this contract agreement. The grant funds may not be used for the following per the State of Indiana (this may not be an exhaustive list):
- 9.2.1. Personal Items,
 - 9.2.2. Items not related to IC 16-46-10-3 (*pursuant to changes made during the 2023 legislative session),
 - 9.2.3. Alcoholic Beverages,
 - 9.2.4. Duplicate Payments and Overpayments,
 - 9.2.5. Capital expenses not permitted by IC 16-46-10-3(c) (such as vehicles, motorized items, trailers, buildings/structures, renovations, etc.),
 - 9.2.6. Scholarships,
 - 9.2.7. Donations,
 - 9.2.8. State or Federal Lobbying,
 - 9.2.9. Political Activity,
 - 9.2.10. Food/Beverages, except those purchased for food demonstrations
 - 9.2.11. Any unallowable expenditure as determined by the Indiana State Board of Accounts,
 - 9.2.12. Any expenditure not allowed by State Law,
 - 9.2.13. Incentives (unless educational or a protective public health measure in nature and with prior approval by the LCHD), or
 - 9.2.14. Other activities or purchases deemed inappropriate by the LCHD.
- 9.3. Unexpended Funds and Carryover. Any funds provided under this Agreement that remain unexpended at the end of the contract term shall, unless otherwise approved in writing by the Lake County Health Department (“HFI”), either:
- 9.3.1. be applied to the subsequent contract period for the same program or service if renewed or extended, subject to written approval by LCHD BOH; or
 - 9.3.2. be refunded to Lake County Health Department (“HFI”), within thirty (30) days after the expiration or termination of this Agreement, or at the parties otherwise agree.

10. CONFIDENTIALITY AND DATA PROTECTION

- 10.1. Confidentiality of Materials. Grantee will not disclose to others, either during the term of this Agreement or subsequent to termination, any data, forms, reports, systems or other materials containing confidential information specific to LCHD without the prior written consent.

10.2. Data Protection

- 10.2.1. The Grantee understands and agrees that data, materials, and information disclosed to the Grantee may contain confidential and protected information. The Grantee covenants that data, material, and information gathered, based upon or disclosed to the Grantee, which is marked as 'confidential' or 'proprietary' for the purpose of this Contract will not be disclosed to or discussed with third parties without the prior written consent of the LCHD.
- 10.2.2. The parties acknowledge that the services to be performed by Grantee for the LCHD under this Contract may require or allow access to data, materials, and information containing Social Security numbers maintained by the LCHD in its computer system or other records. In addition to the covenant made above in this section and pursuant to 10 IAC 5-3-1(4), the Grantee and the LCHD agree to comply with the provisions of IC § 4-1-10 and IC § 4-1-11. If any Social Security number(s) is/are disclosed by Grantee, and Grantee agrees to pay the cost of the notice of disclosure of a breach of the security of the system in addition to any other claims and expenses for which it is liable under the terms of this contract.

11. RESIDENCY REQUIREMENT

- 11.1. As a condition of eligibility for participation in any programs, services, or benefits funded or provided under this Contract, all recipients must be residents of the State of Indiana. The Contractor shall implement and maintain procedures reasonably designed to verify the Indiana residency of each individual recipient prior to the provision of services. Acceptable documentation or methods of verification shall be determined in accordance with applicable state or program-specific guidelines. Failure to comply with this residency requirement may result in disallowance of expenditures, corrective action, or termination of this Contract.

12. DISPUTE RESOLUTION

- 12.1. Should any disputes arise regarding this Contract, the Grantee and the LCHD agree to act immediately to resolve them. Time is of the essence in dispute resolution.
- 12.2. The Grantee agrees that the existence of a dispute notwithstanding, it will continue without delay to carry out all of its responsibilities under this Contract that are not affected by the dispute. Should the Grantee fail to continue to perform its responsibilities regarding all non-disputed work, without delay, any additional costs incurred by the LCHD or the Grantee as a result of such failure to proceed shall be borne by the Grantee, and the Grantee shall make no claim against the LCHD for such costs.
- 12.3. If the parties are unable to resolve a contract dispute between them after good faith attempts to do so, a dissatisfied party shall submit the dispute to the Commissioner of the Indiana Department of Administration for resolution. The dissatisfied party shall give the Commissioner and the other party written notice. The notice shall include (1) a description of the disputed issues, (2) the efforts made to resolve the dispute, and (3) a proposed resolution. The Commissioner shall promptly issue a Notice setting out

documents and materials to be submitted to the Commissioner to resolve the dispute; the Notice may also allow the parties to make presentations and enter into further negotiations. Within thirty (30) business days of the conclusion of the final presentations, the Commissioner shall issue a written decision and furnish it to both parties. The Commissioner's decision shall be the final and conclusive administrative decision unless either party serves on the Commissioner and the other party, within ten (10) business days after receipt of the Commissioner's decision, a written request for reconsideration and modification of the written decision. If the Commissioner does not modify the written decision within thirty (30) business days, either party may take such other action helpful to resolving the dispute, including submitting the dispute to an Indiana court of competent jurisdiction. If the parties accept the Commissioner's decision, it may be memorialized as a written Amendment to this Contract if appropriate.

- 12.4. LCHD may withhold payments on disputed items pending resolution of the dispute. The unintentional nonpayment by the LCHD to the Grantee of one or more invoices not in dispute in accordance with the terms of this Contract will not be cause for the Grantee to terminate this Contract, and the Grantee may bring suit to collect these amounts without following the disputes procedure contained herein.
- 12.5. With the written approval of the Commissioner of the Indiana Department of Administration, the parties may agree to forego the process described in subdivision C. relating to the submission of the dispute to the Commissioner.
- 12.6. This paragraph shall not be construed to abrogate provisions of IC § 4-6-2-11 in situations where dispute resolution efforts compromise claims in favor of the LCHD as described in that statute.

13. INSURANCE AND INDEMNIFICATION

- 13.1. Insurance. Throughout the term of this Agreement, Grantee and LCHD shall each maintain appropriate commercial and other liability coverage consistent with the limits required thereunder.
- 13.2. Indemnification. Grantee shall indemnify, defend, and hold harmless LCHD and its agents, Board members, officers, and employees from and against all claims, losses, costs, damages, and expenses (including reasonable attorneys' fees) relating to injury or death of any person which results from or arises in connection with (1) any breach of the Agreement; or (2) any gross negligence or willful act or omission by any Consultant in performing the Services. LCHD shall indemnify, defend, and hold harmless Grantee and its agents, managers, members, officers, and employees from and against all claims, losses, costs, damages, and expenses (including reasonable attorneys' fees) which result from or arises in connection with (1) any breach of the Agreement by Client; or (2) any negligent or willful act or omission by LCHD's personnel. This Section shall survive the termination or expiration of this Agreement. In any case, LCHD acknowledges that Grantee's indemnification obligation may be limited in substance by laws designed to protect and limit the exposure and liability of Grantee as an instrumentality of the State of Indiana (e.g., actions and conditions as to which Grantee is immunized by the Indiana Tort Claims Act, dollar limits stated in such Act, exemption from punitive damages, and

the continued ability to defeat a claim by reason of contributory negligence for fault of the claimant), so that Grantee's liability to indemnify, protect, and/or hold harmless may not exceed what might have been its liability to claimant if sued directly by claimant in Indiana, and all appropriate defenses had been raised by Grantee.

13.3. Representations and Warranties. The parties represent and warrant to one another that they have full corporate power and authority to enter into this Agreement and to carry out their obligations hereunder, and this Agreement has been duly authorized by all necessary action on their part. THE FOREGOING WARRANTIES AND OTHERS PROVIDED IN THIS AGREEMENT BY EACH PARTY ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THIS AGREEMENT.

13.4. Limitation of Liability. TO THE EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT SHALL THE LIABILITY OF EITHER PARTY TO THE OTHER FOR A GIVEN YEAR DURING THE TERM OF THIS AGREEMENT ON ALL CLAIMS OF ANY KIND, WHETHER IN CONTRACT, WARRANTY, INDEMNITY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, ARISING OUT OF THE PERFORMANCE, NON-PERFORMANCE OR BREACH OF THIS AGREEMENT EXCEED THE TOTAL COMPENSATION RECEIVED OR PAID, AS APPLICABLE, FOR SUCH YEAR. FURTHERMORE, TO THE EXTENT ALLOWED BY APPLICABLE AND EXCEPT FOR THIRD-PARTY CLAIMS, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, PUNITIVE, CONSEQUENTIAL, OR SIMILAR DAMAGES.

14. COMPLIANCE AND LEGAL REQUIREMENTS

14.1. Compliance. Grantees shall always operate their respective services in compliance with applicable federal, state, and local laws, rules, and regulations, the policies, rules, and professional standards of care, bylaws, and all currently accepted and approved methods and practices of each service area. HIPAA Compliance. The parties agree they will comply in all material respects with all applicable federal and state-mandated regulations, rules or orders applicable to privacy, security, and electronic transactions, including, without limitation, regulations promulgated under Title II Subtitle F of the Health Insurance Portability and Accountability Act (Public Law 104-191) ("HIPAA"). If within thirty (30) days of either party first providing notice to the other of the need to amend the Agreement to comply with Laws, the parties, acting in good faith, are (i) unable to mutually agree upon and make amendments or alterations to this Agreement to meet the requirements in question, or (ii) alternatively, the parties determine in good faith that amendments or alterations to meet the requirements are not feasible, then either party may terminate this Agreement upon thirty (30) days prior written notice.

14.2. Records. LCHD shall keep and maintain any records relating to the services of this Agreement rendered hereunder as may be required by any federal, state, or local law. Grantee agrees to make its records concerning any of LCHD's patients available to LCHD upon request.

14.3. Equal Opportunity and Affirmative Action. The Grantee agrees by the execution of this Agreement that in regard to its operations, it will fully comply with Lake County Ordinances and Policies providing:

14.3.1. No person shall, on the grounds of race, color, national origin, sex, or sexual orientation (LGBT or lesbian, gay, bisexual, or transgender), be excluded from participation, be denied the benefits of, or be subject to discrimination.

14.3.2. The principles of equal opportunity in employment of delivery of services are applicable and commit to a policy and practice of nondiscrimination and affirmative action based upon age, military service, ancestry, color, national origin, physical handicap, political affiliation, race, religion, and sex or sexual orientation (LGBT or lesbian, gay, bisexual or transgender).

14.3.3. The provisions of the Affirmative Action Program adopted by the Board of Commissioners of the County of Lake on May 31, 1977, and as amended, as applicable, are incorporated by reference as part of this agreement.

14.3.4. The provisions of all Federal Civil Rights laws and Indiana Civil Rights laws, as applicable, are incorporated by reference as part of this agreement.

14.3.5. Breach of any of the equal opportunity and/or nondiscrimination provisions of the Agreement may result in any remedy available to the County in respect to such breach or default.

14.3.6. Where applicable, non-discriminatory and affirmative action clauses shall be part of any agreement, contract, or lease between the Grantee and any organization, corporation, subcontractor, or other legal entity that benefits from the funds paid out by this Agreement.

14.4. Indiana Open Records Law. Information that is the property of LCHD shall be made available in accordance with the Indiana Open Records Law, LC. S-15-5.1-1 et seq. Grantee and LCHD recognize and acknowledge that in some course of performing the services provided hereunder, it may have access to certain confidential or proprietary information and the LCHD's business and computer operations. Grantee hereby agrees that it will not, at any time during or after the term of this agreement, disclose any such confidential or proprietary information to any person unless required by law upon obtaining the prior written consent.

15. ENTIRE AGREEMENT; AMENDMENTS

15.1. Entire Agreement. This Agreement supersedes all previous contracts between Grantee and LCHD related to the subject matter contained herein and constitutes the entire agreement between the parties. Neither Grantee nor LCHD shall be entitled to any benefits other than those specified.

15.2. Amendments. No modification or amendment of the provisions hereof shall be effective unless in writing and signed by authorized representatives of the parties hereto. The

parties hereto expressly reserve the right to modify this Agreement, from time to time, by mutual agreement and in writing.

16. GOVERNING LAW

16.1. Governing Law.

16.1.1. This Agreement, the rights and obligations of the parties hereto, and any claims or disputes relating thereto, shall be governed by and construed per the laws of the State of Indiana without regard to the choice of law rules.

16.1.2. In the event of litigation between the parties regarding this Agreement, reasonable attorneys' fees of the prevailing Party will be paid by the non-prevailing Party.

16.2. Termination of Prior Agreements. This Agreement constitutes the sole and entire agreement between the Parties with respect to the subject matter described herein and terminates, cancels, and supersedes any and all prior or existing agreements, contracts, memoranda of understanding, or other arrangements between the Parties related to the same program, project, or services funded under this Agreement. No rights or obligations shall survive from any prior agreement unless expressly restated herein.

16.3. Severability. If any provision of the Agreement is found to be illegal, invalid or unenforceable pursuant to judicial decree or decision, the remainder of the Agreement shall remain valid and enforceable according to its terms so long as the economic or legal substance of the transactions contemplated by this Agreement is not affected in any manner materially adverse to any party. Upon such decree or decision, the parties shall negotiate in good faith to modify this Agreement to affect the parties' original intent as closely as possible in an acceptable manner to the end that the transactions contemplated hereby are consummated to the fullest extent possible.

17. GENERAL PROVISIONS

17.1. Assignment. No assignment of this Agreement will be valid without the specific written consent of the other party, which consent will not be unreasonably withheld.

17.2. Waiver of Breach. Either party's waiver of a breach of any provision of this Agreement will not operate as, or be construed to be, a waiver of any subsequent breach.

17.3. Notices. All notices, requests, demands, and other communications under this Agreement (collectively a "notice") shall be in writing and shall be deemed to have been duly given if delivered by hand, mailed by United States mail, or sent via electronic mail if properly addressed as follows or such other respective addresses as may be specified herein or as either party may, from time to time, designate in writing:

Mental Health America of Northwest Indiana
Lake County Community Action Team – Gun Safety Project
5311 Hohman Avenue
Hammond, Indiana 46320

Attn: Andrea Sherwin
asherwin@mhanwi.org

Lake County Health Department
Administrator Sheila Paul
2900 West 93rd Ave.,
Crown Point, IN 46307
paulsl@lakecountyin.org

- 17.4. Cancellation. The LCHD may at any time cancel this agreement in whole or in part for its sole convenience upon written notice to Grantee, and Grantee shall stop performing the services on the date specified in such notice. The LCHD shall have no liability as a result of such cancellation, except that the LCHD will pay the Grantee for completed services accepted by the LCHD and the actual incurred cost to the Grantee for services in progress.
- 17.5. Executory Agreement. This Agreement will not be considered valid until signed by both parties.
- 17.6. All Information Matter of Public Record. All information gathered during the process of submitting for, being approved for, submitting reports for, or communicating about this grant, award, or subsequent data or financial reporting is a matter of public record unless otherwise precluded from release by Indiana or other law. By signing this contract, you are indicating that you understand this in its entirety and that you realize information about this award or your entity as gathered by the Lake County Department of Health will be reported as required to other governmental agencies on the LCHD website, or in other related reports. Further, it means that if information about this grant program and its awardees is requested by a public records request, all submitted information may be released as required under Indiana law.
- 17.7. Execution. This Agreement and any amendments may be executed in the original, by facsimile or by any generally accepted electronic means (including transmission of a .pdf file containing an executed signature page) in one or more copies on behalf of Grantee or LCHD, each of which shall constitute an original and all of which together shall constitute one and the same instrument.
- 17.8. Force Majeure. LCHD shall not be liable or deemed in default for any delay or failure in performance under this Agreement or interruption of the Services resulting, directly or indirectly, from circumstances beyond its control, including without limitation, acts of government, acts of God, fires, floods, explosions, riots, civil disturbances, strikes, insurrections, terrorism, earthquakes, wars, rebellion, and epidemics. Grantee shall use reasonable efforts to notify LCHD of any factor, occurrence or event that may cause any such delay or failure.

APPENDIX A

Project Work Plan – Includes an outline of how the program is created/adopted, implemented, and executed, and any relevant timelines.

Mental Health America of Northwest Indiana (MHANWI) is a non-profit organization dedicated to overall wellness through personal and family support while remaining committed to our core principle of advocating on behalf of those experiencing emotional challenges. We lead from a foundation built on **prevention** and **empowerment** of vulnerable adults and children through education, referral, and advocacy. As an affiliate of the national Mental Health America organization, we adopt the philosophy of **#B4Stage4**, which stresses the importance of preventing/addressing mental health issues and adverse experiences early in life. *Our goal is to act before or at the first sign of distress.* This philosophy informs our programming and supports mothers and fathers with evidence-based home visitation, standardized development and health screenings, psychosocial support and education groups, and resource connections.

Our mission is to transform our community through proven programs that educate, empower, and strengthen the way families and individuals function for life. We currently have 13 programs that serve the Northwest Indiana community (Lake and Porter County). Over 90% of these programs are offered at **no cost** to those who receive our services. We proudly serve some of the **most vulnerable homes and populations** in Northwest Indiana and are grateful to be able to do so through generous funding that ensures critical help for those most in need.

Each of our programs falls into one *or more* of five main categories of support: *Home Visitation, Infant and Maternal Health, School Programming, Adult Mental Health Support, and Workplace Mental Health.* With a strong foundation in **prevention** and **early intervention**, MHANWI programs stress the importance of preventing or addressing mental health issues *early in life* for the best possible outcomes (**#B4Stage4**). Much like a physical health condition, we don't want to wait until Stage 4, when there is much less we can do to heal the illness. *It is our goal to take action before or at the first sign of distress.* This philosophy informs our programs that support children and families through evidence-based **home visitation**, such as Healthy Families, Parents as Teachers, and Empowering Teens as Parents; as well as through **support groups** such as Mothers & Babies. These programs seek to identify and help mitigate risk factors associated with **Adverse Childhood Experiences (ACEs)**. These are potentially traumatic events that occur in childhood, including violence, abuse, and growing up in a family with mental health or substance use problems. Toxic stress from ACEs can change brain development and affect how the body responds to stress. ACEs are linked to **chronic health problems, mental illness, and substance misuse** in adulthood. MHANWI's commitment to children and families has resulted in making us the **largest home visiting parent education agency in Northwest Indiana.**

Because the work we do so closely connects us with families of very young children, we feel strongly about our responsibility to support the State's efforts to **reduce firearm injuries and deaths in the home.** Our role is to educate families on maternal/infant health and safety and to provide support through programs that mitigate risks associated with abuse and accidental injury, including infant/child death.

Through our involvement in local community advocacy and awareness groups, MHANWI staff have seen the impact of firearm deaths in our community. MHANWI currently serves as the fiscal agent and lead coordinating liaison to IDOH for the Lake County Community Action Team (LCCAT), whose purpose is to improve health outcomes in Lake County through advocacy, education, and access to resources. LCCAT members volunteer their time and talents and

represent a wide variety of community stakeholders, including first responders, healthcare providers, social service agencies, mental health providers, child welfare agencies, and hospital systems. LCCAT collaborates with Lake County's Child Death Review Team to understand local trends and identify strategic priorities to keep children safe, with multiple members serving on both teams. LCCAT continues to prioritize efforts on safe sleep education through community-based awareness programming. Additionally, the group has identified Gun Safety as a primary area of focus for 2024-2025. MHANWI, in support of the Lake County Community Action Team and its partners, is requesting additional funds to help pilot an innovative approach to addressing gun safety within the home. MHANWI has secured commitments from the Griffith Police Department and Griffith Public Schools to use law enforcement officers, trained as firearms instructors, to provide education to Lake County parents on the principles of gun safety.

MHANWI will work with Griffith PD social workers to provide **quarterly Gun Safety sessions for parents and other household members**. We will host two in-person sessions in the centrally located town of Griffith and two virtual sessions. All sessions will be open to parents living in Lake County. Both organizations will promote the events with our respective partners and participants. The sessions will be focused on the best practices of gun safety and storage. Studies show that children are naturally curious, even about a firearm they've been warned not to touch and that children as young as 3 are strong enough to pull a trigger! Kids are safer when firearms are locked and ammunition is stored separately. Parents will learn how to prevent firearm injury and receive a free gun lock, if needed.

In addition to community-based gun safety training for parents, MHANWI will also train their staff of 50+ home visitors in techniques to address gun safety in the course of their work with families.

MHANWI has a proven track record of engaging families who are at risk in our local community and throughout the state as a whole, which include residents who identify as Black, Indigenous, Persons of Color (BIPOC) and/or LatinX, residents earning low to moderate income levels, and multi-language learners. Further exploration of MHANWI's service population indicates 84% of participating families are members of **communities of color** (Black: 45%, Hispanic: 32%, Other/Multi-racial: 7%, White, 23%), which is significantly higher than the population of the county as a whole. Our organization will partner with Griffith PD to ensure equitable access to training and materials.

Trauma and Injury Prevention Team Credentials:

Erica Rios is a Police Social Worker at Griffith Police Department (GPD) with 10 years of social work experience in child welfare and public service. Erica earned her Bachelor of Social Work in 2013 from Indiana University Northwest. Erica graduated with a Master of Social Work in 2017 with honors from Indiana University Northwest. She completed her mental health and addiction concentration practicum through a pilot internship with the Griffith Police Department. Erica began her work with the Griffith Police Department in January 2018 as Indiana's first embedded Police Social Worker. Erica is a licensed social worker providing officers and their families with mental health training, access to wellness resources, and education on trending social issues. She facilitates community-focused training and education on mental health, substance abuse, child/elder abuse, intimate partner violence, and human trafficking. She also works directly with Griffith Public Schools identifying at-risk students requiring additional support at home and

school and providing staff, students, and their families with tiered prevention programs addressing drug and alcohol use, bullying, and suicide prevention. Erica represents Griffith Police Department on several coalitions and multi-disciplinary teams to foster positive collaboration with government, non-profit, and local human service agencies in Lake County. **Griffith Police Officers** are Certified Firearms Instructors by Indiana Law Enforcement Training Board and will assist in providing the training.

Timeline: Gun Safety for Families

Quarter 1

- Convene Gun Safety Planning Meeting with GPD Social Workers
- Pulling together evidence-based content
- Develop marketing materials
- Purchase supplies
- Create schedule of events
- Identify partners in promotion through LCCAT, CDRT, etc.
- Train home visitors in addressing guns
- Participate in local CDRT/FIMR reviews and share efforts with partners
- Train home visitors on safe gun storage/addressing with parents

Quarter 2

- Host in person/virtual gun safety training
- Collect/analyze evaluation data from initial training
- CQI to address any issues identified
- Participate in local CDRT/FIMR reviews and share efforts with partners
- Planning for virtual sessions
- Promote schedule of events with partners

Quarter 3

- Host in-person/virtual gun safety training
- Collect/analyze evaluation data from initial virtual training
- CQI to address any issues identified
- Promote schedule of events with partners
- Convene partners for sustainability planning
- Participate in local CDRT/FIMR reviews and share efforts with partners
- Host in-person/virtual gun safety training
- Collect/analyze evaluation data from initial virtual training
- CQI to address any issues identified
- Promote schedule of events with partners
- Manage inventory/supplies
- Collect data required for evaluation/reporting
- Train new staff, as needed in promoting gun safety
- Participate in local CDRT/FIMR reviews and share efforts with partners
- Complete any year end reporting

*** * *SIGNATURE PAGE FOLLOWS* * ***

Mental Health America of Northwest Indiana

By: _____ Date: _____
Andrea Sherwin, President & CEO

BOARD OF HEALTH FOR LAKE COUNTY HEALTH DEPARTMENT

BY: _____ Date: _____
Chiedu Nchekwube, M.D.
President, Board of Health for Lake County Health Department

**The Board of Health for Lake County Health Department, Indiana, hereby recommends
this contract to the Lake County Board of Commissioners, Indiana.**

LAKE COUNTY BOARD OF COMMISSIONERS

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