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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE VIRGIN ISLANDS DEPARTMENT OF HEALTH
AND THE
UNIVERSITY OF THE VIRGIN ISLANDS (UVI)
THROUGH
THE VIRGIN ISLANDS DEPARTMENT OF PROPERTY AND
PROCUREMENT**

Article I. Background and Purpose

The Virgin Islands Department of Health (VIDOH) and the University of the Virgin Islands Center for Marine and Environmental Science program (hereinafter referred to as CMES), together referred to as the Parties, hereby agree to cooperate in such a manner that each may benefit from the other's strengths for the enhancement of both agencies.

The purpose of this Memorandum of Understanding (MOU) is to establish a framework for collaboration between the Parties. This MOU is designed to coordinate DOH and CMES activities related to storage of COVID-19 vaccine which is of importance to the Territory.

Article II. Scope

This MOU serves as a general agreement that sets forth the general terms and conditions under which the Parties will coordinate and cooperate in activities involving storage of the COVID-19 vaccine in addition to the Center for Disease Control Covid-19 Vaccination Program Provider Agreement.

These additional understandings are listed below.

- 1) UVI agrees to store the vaccine in its -80 degree freezer and shall make available to VI DOH representative access its laboratory in order to obtain access to the vaccine. The VI DOH will be responsible for safeguarding, administering and the reporting requirements related to the vaccines. VI DOH shall work collaboratively with a designated UVI representative as well UVI campus security, which has a key to the laboratory.
- 2) UVI shall not be responsible for safeguarding the storage of the vaccines, the monitoring and proper maintenance of the required temperature in the freezer in case of equipment failure or for monitoring the vaccine inventory or any other inventory management tasks. UVI will provide a temperature datalogger in case it is needed. However, since the freezer already has a temperature monitor, UVI will let VI DOH know if the freezer alarm goes off or is otherwise triggered.
- 3) The laboratory has set up a camera system that is activated by motion or sound. If the alarm goes off, it is designed to notify UVI and its representative will get a "push" alarm on the representative's phone and the representative will be able to see camera images of the laboratory. If there is a valid cause for alarm, UVI Security and Physical Plant shall be notified as well as VI DOH.

Article III. Agreements/Responsibilities

DOH agrees to endeavor to:

- 1) Provide information to UVI's through Dr. Paul Jobsis or UVI deligated personnel;
- 2) Coordinate the delivery and pickup of the vaccine to the UVI St Thomas Campus



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Article IV. Implementation and Coordination

In order to facilitate and promote cooperative efforts, the designees of the director of DoH and the designees of the director of CMES will serve as coordinators and points-of-contact for their respective organizations.

Article V. Financial Arrangements

This MOU defines the general terms and conditions under which VI DOH and UVI will cooperate. Performance under this MOU is subject to the availability of appropriated personnel resources through each Party's respective funding procedures. This MOU is neither a fiscal nor a funds obligation document. Any endeavor to transfer funds between the Parties will be handled in accordance with applicable laws, regulations, and procedures including those for Government procurement and printing. Any such endeavors will be outlined in separate funding documents or by invoice, which shall be independently authorized by appropriate authority. Costs or changes associated with projects or activities which are a part of this agreement will be evaluated and established on a case-by-case basis.

Article VI. Terms of Understanding

This MOU shall take effect upon the date of the last signature and be operative for one year. The MOU may be renewed by the parties for three additional consecutive one year terms by jointly executing an extension to the original MOU. This MOU may be modified at any time by joint approval of the Parties. It may be reviewed periodically and renewed upon mutual consent of the Parties. This MOU may be terminated at any time by mutual written agreement of the Parties, or by either Party upon 60 (sixty) days written notice to the other Party.

Article VII. Publications and Release of Information

Publication or press releases from UVI will be coordinated with DoH representatives.

Article VIII. Authorized Representatives and Contacts

The following authorized representative and contact information is provided for both parties in this MOU:

Monife G. Stout, MA
Territorial Director
Immunization Program
VI Department of Health
1303 Hospital Ground, Ste 10
St. Thomas, VI 00802
Office: 340-776-1113 ext 2226
monife.stout@doh.vi.gov

Paul Jobsis, Director
Center for Marine and Environmental Science
University of the Virgin Islands
2 John Brewers Bay
St Thomas, VI 00802



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Article IX. Approval

This agreement is effective upon the date of the last signature.

Witnesses**University of the Virgin Islands**
Mindy Solivan
Paul Jobsis
12/2/2020

Paul Jobsis, CMES Director

Date

Mindy Solivan
David Hall
12/2/2020

 David Hall, President
 University of the Virgin Islands

Date

Department of Health
Dereese A. Dunlop-Harley
Justa E. Encarnacion
12/2/2020

 Justa E. Encarnacion, Commissioner
 Department of Health

Date

Reginald A. Thomas
Anthony D. Thomas
12/8/2020

 Anthony D. Thomas, Commissioner
 Department of Property and Procurement

Date

APPROVED AS TO LEGAL SUFFICIENCY
 DEPARTMENT OF JUSTICE BY:

Paul E. McDermid
Date 12/8/2020

Assistant Attorney General