Establishing a plan to coordinate with partners and identify needs, resources, and areas of concern before an outbreak can significantly reduce the amount of time it takes to adequately respond to the outbreak. This Rapid Response Guide is intended to aid local health districts in developing a rapid response plan to quickly address the needs of migrant farmworkers and reduce the disproportionate effect of COVID-19 outbreaks on farmworkers and the community.

Migrant farmworkers are seasonal workers who travel to do agricultural work and are unable to return to their permanent residences, typically in another country or state, within the same day. Their work coincides with Ohio’s growing and picking season from May to October. Farmworkers also work in plant nurseries and processing facilities, which may operate year-round.

There are currently approximately 5,600 known migrant farmworkers located throughout the state who work at camps licensed by the Ohio Department of Health. Many owners/operators of licensed camps also provide housing for workers on the farms. These farmworkers may live in single-family homes, barracks-style housing, hotels, or homes with unrelated people.

Ohio’s migrant and seasonal farmworkers are a crucial part of our farm economy and community as they work to ensure access to affordable, healthy food. Because this agricultural work often requires close contact between coworkers, group transportation, and group housing, these workers are at risk of group exposure and disease spread. Additional public health precautions are needed to protect migrant and seasonal farmworkers.
The Centers for Disease Control and Prevention (CDC) and the U.S. Department of Labor have provided an Interim Guidance for Agricultural Workers and Employees. The Ohio Department of Health has listed key points for this document, incorporating information from the interim guidance, below:

- As a preventive measure, it is highly recommended that owners/operators conduct a work site assessment to identify risks for COVID-19 infection and prevention strategies to protect their workers. In the event of a COVID-19 infection on a migrant labor camp, local health departments can conduct a work site assessment to help identify areas of concern.

- Messaging and training about the use of face masks/cloth face coverings, washing hands, and social distancing are critical to controlling the spread of COVID-19. Messaging should be directed to owners/operators and farmworkers so both groups understand their roles and responsibilities.

- Work site guidance, basic training, and information for COVID-19 prevention and control for shared worker housing, transportation vehicles, and work settings should be reviewed by owners/operators, posted in work and living spaces, and provided to employees in their native language.

- Prevention practices should follow the hierarchy of controls, which includes using source control and a combination of engineering and administrative controls (especially proper sanitation, cleaning, and disinfection) and personal protective equipment.

- Grouping workers together into smaller cohorts may reduce the spread of COVID-19 transmission in the workplace by minimizing the number of individuals who come into close contact with each other and may also reduce the number of workers quarantined because of exposure to the virus. Cohorting should be done by housing unit, if possible. This may require spacing workers apart in the fields and other work locations or having workers sit every other row in work vehicles or buses, etc.

- Owners/operators should maximize opportunities to place farmworkers residing together in the same vehicles for transportation and in the same cohorts to limit exposure. Additionally, owners/operators should limit the number of workers traveling together and implement a plan to distance within the vehicles when possible.

- Agriculture work sites developing plans for continuing operations where COVID-19 is spreading among workers or in the surrounding community should work directly with appropriate state and local health officials and occupational safety and health professionals.

- If assistance with translation/interpretation services is needed (i.e., document translation, telephonic or onsite interpretation), please contact Translation Services Support through the Ohio Department of Health.
Before an outbreak occurs, local health districts should contact owners/operators in their districts to identify needs and share information and resources. Please contact minorityhealth@odh.ohio.gov to request a list of farms with migrant and seasonal farmworkers in your jurisdiction.

Engage with local organizations and existing programs to mobilize and allocate resources.

- Provide critical COVID-19 information, such as prevention, symptoms, steps to take when ill, and where to get help. ODH has posters and signs available in English and Spanish on the coronavirus.ohio.gov website. Encourage owners/operators to post these messages in work and living spaces where they can be easily seen. Be advised the Spanish language has various dialects. It also cannot be assumed that everyone from a Latin American country speaks Spanish. If you cannot find resources in a language you need, please contact Translation Services Support at the Ohio Department of Health.

- Remind owners/operators to immediately notify their local health department in the event of a positive case in order to avert or mitigate a possible outbreak.

- Remind owners/operators they may need to provide notice to co-workers who may have been exposed to COVID-19.

- Explore how you can support growers with isolation needs for workers who test positive for COVID-19. Please review ODH’s Approved Quarantine Locations by County. This interactive tool can help coordinate quarantine and isolation support with local partners should the need arise.

- Identify trusted connectors within community and faith-based organizations to identify their available resources for migrant workers. Please see the Resource Guide for Migrant and Seasonal Farm Workers (Appendix A) for a list of “Trusted Community Connectors” and additional resources.

- Resources often requested are translation/interpretation services, education and outreach, and identification of trusted community leaders to share information with the public in their native language.

- Locate a federally qualified health center (FQHC) that provides care in Spanish or other languages spoken and understood by the workers. If available, the FQHC should have experience working with migrant farmworkers and their families. This resource can connect those with COVID-19 to quality, accessible care as well as care for chronic diseases that may increase the likelihood of COVID-19 severity.
3. Expand access to testing for COVID-19.

- Testing should be made available where workers are located. To the extent feasible, work with owners/operators to provide access to on-site testing for COVID-19 provided by the local health department or healthcare providers. All healthcare providers should be made aware of the local health district’s testing protocol.

- If on-site testing is not available, considerations for any testing event should include proximity to the work site, work schedules, transportation needs, and availability of professional translation/interpretation services.

- Consider providing a walk-up testing option for all testing events. Farmworkers are highly dependent on their employer for their transportation, and drive-up testing sites could be problematic for groups of workers arriving in vans or buses.

- Seek support from owners/operators for farmworkers to attend testing events with the understanding that workers will not be penalized for attending.

- Documentation and ID requirements for testing events create an additional barrier for many farmworkers. Fear related to sharing IDs or documents may prevent workers from wanting to be tested, even if they are symptomatic.

- Use of uniforms may create a barrier to testing for immigrant community members or others due to fear of law enforcement. Use of uniforms should be minimized whenever possible.

4. Provide culturally appropriate contact tracing and case management services.

- Utilize trusted community leaders to share messaging about contact tracing or case management to dispel myths and fears.

- ODH worked in partnership with the Ohio Hispanic & Latino Affairs Commission to develop a script (Appendix B) to inform the public about contact tracing. It can be translated into an appropriate language, recorded on video, and shared on the local health district’s social media as well as applications often utilized by migrant workers (i.e., Facebook and WhatsApp groups). If the groups are unknown to the local health district, a trusted community connector/leader should be able to help identify which social media groups are used most often within the affected community.

- ODH provides a virtual pool of state-employed individuals available to support local health departments’ COVID-19 contact tracing efforts. This pool of employees is intended to extend local capacity, with priority given to COVID-19 “hot spots” or “flareups.” See Appendix C for more information.

- Consider reaching out to colleges of nursing and medicine for bilingual volunteers who can support community outreach (i.e., handing out flyers, helping at testing events, delivering food or supplies). Care should be taken with volunteers to ensure protection of private health information.

- Create a script and job aids for contact tracers to use when calling members of the public. This provides clarification and structure for contact tracers and can improve tracing outcomes. Review CDC’s COVID-19 Sample Training Plans for Contact Tracers, Case Investigators, and Supervisors to assist with skill building and for resources for contact tracing staff. The state health department has made its contact tracing training available to anyone performing tracing in Ohio. See: Ohio Department of Health: COVID-19 Contact Tracer Training — Course ID # 1091305. To register for the course, you will need to enter the access code: ODHCTT. **Please do not share this course or access code with individuals outside your organization.**
5 Communication

The United States Office for Civil Rights (OCR) has issued an updated bulletin, *Ensuring the Rights of Persons with Limited English Proficiency (LEP) in Health Care During COVID-19*.

- Any stigma related to outbreaks in the migrant farmworking community should be mitigated by acknowledging workers’ status as essential workers and the importance of their work in maintaining the food supply and supporting the agriculture industry that contributes billions of dollars to Ohio’s economy each year.

- Adopt a messaging campaign and encourage owners/operators to conduct trainings about the importance of wearing masks/cloth face coverings, washing hands, and social distancing. Messaging should be directed to owners/operators and farmworkers so both groups understand their role in reducing the spread of COVID-19.

- Contract with entities qualified to provide language access services through multiple types of media (telephonic interpretation, video remote interpreting, etc.).

- Disseminate COVID-19 information and messaging about testing and treatment in plain language and in the non-English languages prevalent in the affected area. All forms of media and targeted outreach to community and faith-based organizations should easily reach individuals with LEP.

- Create and widely disseminate to staff an up-to-date list of in-person and remote translation and interpreter services and bilingual staff who are qualified to respond quickly to the needs of patients with LEP.

- Use “I Speak” resources or ask open-ended questions to determine an individual’s written and spoken language preference at the first point of contact.

- Upon identifying a patient with LEP, make sure critical information is communicated in the patient’s preferred language by using a qualified interpreter or translated materials, remotely if necessary.

- Where feasible, respect patients’ wishes to use their own interpreter, such as an adult friend or family member, if they are qualified and if circumstantially appropriate.

For more information, review the U.S. Health and Human Services guide for *Ensuring Language Access and Effective Communication During Response and Recovery: A Checklist for Emergency Responders*. 
Appendix A

Resource Guide for Migrant and Seasonal Farm Workers
Trusted Community Connectors

To access this information in a spreadsheet format, please email MinorityHealth@odh.ohio.gov.

Trusted community connectors and organizations can help establish trust within the migrant farmworker community an assist with facilitating access to services throughout the healthcare system. Faith-based organizations are not listed for each county provided, but efforts to partner with religious leaders for testing events and trusted community connectors will help improve attendance and build trust about testing events. Churches and faith-based facilities should be considered for testing events.

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<thead>
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Mobility Managers with CARES Act Funding

To access this information in a spreadsheet format, please email MinorityHealth@odh.ohio.gov.

The Ohio Department of Transportation’s Mobility Management Program increases access to mobility for Ohioans by increasing understanding and awareness of transportation needs, coordination of transportation options to meet needs, and building sustainable and healthy communities by integrating transportation into planning and programs. Mobility Managers are typically part of a planning organization and do not own or operate any transportation facilities. They can share contacts and/or help with connections to transit agencies or community representatives in the region. Some may have a demographer on staff that may be able to help analyze community population information. The Mobility Manager Programs listed here received funding from the CARES Act passed through FTA, specifically for transit agency relief. With this funding, they can support local transit agencies who assist the public with transportation-related needs for COVID-19.

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<th>Website</th>
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<td>419-371-5942</td>
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<td>Leslie Baus</td>
<td>330-264-8677 x1046</td>
<td><a href="mailto:lbaus@cawn.org">lbaus@cawn.org</a></td>
<td><a href="http://www.cawn.org">www.cawn.org</a></td>
<td>Wayne</td>
<td>10B</td>
<td>Community Action Wayne/Medina</td>
</tr>
<tr>
<td>Kelly McDade</td>
<td>330-870-4345</td>
<td><a href="mailto:kelly.mcdade@caaofcc.org">kelly.mcdade@caaofcc.org</a></td>
<td><a href="http://www.caaofcc.org">www.caaofcc.org</a></td>
<td>Colombiana</td>
<td>10C</td>
<td>Community Action Agency of Colombiana County</td>
</tr>
</tbody>
</table>
As a network of collaborating agencies, FALCON is committed to serving Ohio's migrant and seasonal farmworkers and agricultural employers by encouraging and supporting the dignity of productive work, healthy working and living environments, educational networking, legal assistance, and spiritual outreach.

### Legal Services

<table>
<thead>
<tr>
<th>Agency</th>
<th>Representative</th>
<th>Services</th>
</tr>
</thead>
</table>
| Advocates for Basic Legal Equality, ABLE | Arturo Ortiz, Senior Paralegal | • Employment Rights of Agricultural Workers  
• Unpaid Wages and Minimum Wage Claims  
• Worker Health & Safety Concerns  
• Field Sanitation  
• Pesticide Exposure  
• Housing Conditions  
• Discrimination  
• Sexual Harassment  
• Domestic Violence and Potential Remedies  
• Immigration and Citizenship  
• Government Benefits  
• Childcare and Education  
• Federal Income Tax Controversies  
• Cannot accept traffic or criminal cases. |
| To access this information in a spreadsheet format, please email MinorityHealth@odh.ohio.gov. |

### Government Agencies

| Ohio Department of Jobs and Family Services, ODJFS | Jennifer Crist, State Monitor Advocate Office of Workforce Dev. | The Ohio Department of Job and Family Services (ODJFS) is dedicated to serving the agricultural community statewide. Responsibilities are to ensure that agricultural job seekers and employers are informed of the services provided by local OhioMeansJobs Centers. Migrant and Seasonal Farm Worker Program (MSFW) Bilingual Employment Professionals located in various OhioMeansJobs Centers assist employers in searching for agricultural workers, both in and out-of-state. Employers are encouraged to take advantage of the OhioMeansJobs Centers’ labor exchange services to locate job seekers who are willing to fill temporary agricultural and food processing positions. MSFW staff work with all segments of the agriculture industry; including orchards, plant nurseries, greenhouses, vegetable, fruit, dairy, poultry, and livestock farms. |
| 4020 E. 5th Avenue | ODJFS Program Jennifer Crist@fs.ohio.gov Phone: 614-466-7186 Mobile: 614-579-9871 | |
| Columbus, OH 43216 | Ohio Means Jobs - Ottawa 8045 W. SR 163 Ste. 200 Oak Harbor, OH 43449 Phone: 419-707-8652 | |
| P.O. Box 1618 | Alma Gutierrez Alma.Gutierrez@fs.ohio.gov Cell: 419-306-5855 | |
| Columbus, OH 43216 | Ohio Means Jobs - Sandusky 2521 Countryside Drive Fremont, OH 43420 Phone: 419-355-5399 Fax: 419-355-5323 | |
| Ohio Migrant Hotline: 1-800-282-3525 | Nilda Zuniga Nilda.Zuniga@fs.ohio.gov Cell: 419-307-0890 | |
| Cell: 419-355-5399 | Robin Amos, ODJFS FLC Robin.Amos@fs.ohio.gov Phone: 614-466-9765 Fax: 614-644-7102 | |

### Labor Union

| Farm Labor Organizing Committee, FLOC | Baldemar Velasquez, President | FLOC is involved in a number of organizing campaigns both in the fields throughout the Midwest and the South and the inner-city streets of Toledo, Oh. The role in all organizing efforts is to build democratic institution among marginalized people so they can use their own voices to speak out against the injustices they face. |
| 1211 Broadway | bvelasq@floc.com Phone: 419-243-3456 | |
| Toledo, OH 43609 | Fax: 419-243-3456 | |
| Cell: 419-306-5855 | Jackie Crist, State Monitor Advocate | |

### Legal Aid of Western Ohio, LAWO

| Nancy Nava-Wade, Attorney at Law | LAWO provides direct representation, workers' rights, education, and general advocacy to agricultural workers and immigrants, regardless of immigration status. Attorneys and advocates from LAWO can help with legal problems such as:  
• Employment Rights of Agricultural Workers  
• Unpaid Wages and Minimum Wage Claims  
• Worker Health & Safety Concerns  
• Field Sanitation  
• Pesticide Exposure  
• Housing Conditions  
• Discrimination  
• Sexual Harassment  
• Domestic Violence and Potential Remedies  
• Immigration and Citizenship  
• Government Benefits  
• Childcare and Education  
• Federal Income Tax Controversies  
• Cannot accept traffic or criminal cases. |
|shaw-wade@lawolaw.org | Phone: 419-930-2451 | |
| Wendy Avila, Outreach Paralegal | javila@lawolaw.org Phone: 419-930-2481 | |
| Jacqueline Campbell, Outreach Worker | jcampbell@lawolaw.org Phone: 419-930-2306 | |
| Toll-Free (Migrant): (855) 884-9155 International: 001 (800) 649-9085 | Toll-Free (Migrant): (855) 884-9155 International: 001 (800) 649-9085 | |
| International: 001 (800) 649-9085 | |
En Camino
Immigrant and Migrant Outreach
Sr. Elizabeth Maria Garcia,
St. Wendelin Parish
425 Park Ave. #18
Fostoria, OH. 44830
lile103@hotmail.com
Phone: 419-619-3625
Sr. Mary Jo Toll,
S.S. Peter and Paul Church
738 S. Saint St.
Toledo, OH. 43609
maryjotto@stl1.org
Phone: 440-313-2618
En Camino facilitates services for migrants and immigrants from the two locations of St. Wendelin, Fostoria and Saints Peter and Paul Toledo. The services are: spiritual, educational, interpretation, translation and legal. Normally, En Camino works with local parishes, school systems, doctors and hospitals. Both locations have OLAP accredited offices (Office of Legal Access Programs).

Catholic Diocese of Toledo, Office of Intercultural Ministries
1933 Spielbusch Ave
Toledo, OH. 43604
Andrea De La Roca,
Coordinator of Intercultural Ministries
adelaroca@toledodiocese.org
Phone: 419-244-6711
Fr. Michael Diemer
mdiemer@toledodiocese.org
Phone: 419-933-6009
Ohio Migrant Education Education (OMEC) assists school districts that serve migrant children in their effort to create a learning environment that will foster success. The Center has supplemental materials available for teachers to use with their ESL migrant population in Ohio.

Ohio Migrant Education Center, OMEC
428 ½ Croghan St.
Fremont, OH. 43420
Phone: 419-332-6007
Fax: 419-332-8350
Jose Salinas, Director
jsalinas@nwoesc.org
Malena Gutierrez, State ID&R Coordinator
mgutierrez@nwoesc.org
Lisa Flores, Health Fair Coordinator
lflores@nwoesc.org
Ohio Migrant Education Center (OMEC) assists school districts that serve migrant children in their effort to create a learning environment that will foster success. The Center has supplemental materials available for teachers to use with their ESL migrant population in Ohio.

CDI
27758 Lemoine Rd.
P.O. Box 218
Millbury, OH. 43447
Phone: 800-422-2805
Fax: 419-837-1024
Toll Free: 1-800-422-2805
Nathan A Cummings
Phone: (419) 837-1038 Ext 235
TMC is a Migrant Seasonal Head Start (MSSH) program that provides services to migrant and seasonal children, ages six weeks to compulsory school age. The MSSH provides education and support services to low-income children of migrant and seasonal farm workers and their families. The objectives of TMC is to enhance children’s growth and development, strengthen families as the primary nurturers and teachers of their children, provide children with educational, health and nutritional services and link children and families to needed community services.

PathStone Corporation
Karen Susko, Deputy of Training and Employment
PathStone Fremont
410 S. Front Street. Suite A
Fremont, OH. 43420
ksusko@pathstone.org
Phone: 567-424-6859
Cell: 419-906-5215
Fax: 419-334-8692
Diana Guzman
dguzman@pathstone.org
Heather Cruz, Director of Training & Employment
PathStone Corporation
2-453 Co. Rd. V
Liberty Center, OH. 43532
hcruz@pathstone.org
Phone: 419-875-6654
PathStone is an employment and training agency which can transition agriculture workers into mainstream labor positions or skilled agricultural positions. They also provide emergency services, food assistance, and referrals to migrant and seasonal farmworkers.

Community Health Services, CHS
2221 Hayes Ave.
Fremont, OH. 43420
Phone: 419-334-3869
Fax: 419-334-8546
www.CHSOhio.com
Jennifer Leonard
jleonard@fremontchs.org
Cell: 419-208-5178
CHS provides comprehensive medical and dental services to both adults and children in five counties and eight locations. They offer the following medical services and specialties:
- Family Medicine
- Internal Medicine
- OB/GYN
- Pediatrics
- Behavioral Health Services
- Family Dentistry

To access this information in a spreadsheet format, please email MinorityHealth@odh.ohio.gov.
### Additional Resources

To access this information in a spreadsheet format, please email MinorityHealth@odh.ohio.gov.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Contact</th>
<th>Services</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mexican Consulate</td>
<td>Ohio does not have its own consulate of Mexico, the state is managed from Indianapolis for Central and Southwest/Southeast Ohio. (317) 761-7600 and Detroit (248) 336-0320 for the regions north of Columbus.</td>
<td>Mexico’s consulates in the United States have provided consular assistance to Mexicans with the virus and their families, while complying with the health regulations in force. The consulates have posted local resource guides on the social networks with official information published by U.S. authorities and organizations for people affected by the COVID-19 emergency. The guides provide information on available resources and services (medical, legal and housing services, food banks, etc.). In addition, the consular network has assisted our fellow citizens in the following areas:  • Actions with local authorities and companies to help Mexicans in difficulties due to the pandemic.  • Close, ongoing communication with local US authorities to ensure respect for the rights of our Mexican citizens, while complying with official regulations.  • Advice on voluntary repatriation to Mexico.  • Information about the medical services to which they may have access for testing or treatment of COVID-19.  • Consular assistance has been provided to return the remains of the deceased to Mexico. In addition, the consulates are coordinating with state health authorities in order to comply with current health protocols when transporting the remains of COVID-19 victims.  • The consulates are using the social networks and other media to continually inform the Mexican community about the services available to them during the pandemic and about the changes to and most recent decisions of local authorities.</td>
<td>Statewide</td>
</tr>
</tbody>
</table>
Appendix B

Ohio Hispanic & Latino Affairs Commission (OCHLA) Script for Contact Tracing
ENGLISH:

Hello, my name is [name] from [organization or location].

Today, I want to explain a new stage in the fight against COVID 19 – the tracking of its spread. This is done by determining who may be infected based on their contact with someone who has tested positive for COVID-19. In English, it’s called “tracing.”

The Health Department in your community has started the process of tracking the disease spread to identify and alert people who have been in contact with someone infected with coronavirus.

They may be calling you on the phone and asking questions such as:

What is your name, where do you work, who do you live with, if there are people over 65 at home? They will ask about your health, your date of birth, how you feel and if you have noticed changes. They may also ask who you have been with lately and what places you frequently visit. This is all to track the virus.

All this information is confidential. They will not ask you about your social security number or migratory status. They will also give you information in case you feel sick for help.

Please assist the health department staff. The more we help, the sooner we will control the spread of the Coronavirus. Thank you.
Appendix C

Contact Tracing Assistance Application
Contact Tracing Assistance Application ("Application")

The Ohio Department of Health (ODH) is pleased to announce an opportunity, available to all local health departments in the State of Ohio, to receive contact tracing assistance, at no cost, to reduce the transmission of COVID-19. Each local health department (LHD) who is currently using the electronic Ohio Contact Tracing System (OCTS) may request contact tracing assistance. Based on the local health department’s request, ODH shall assign an appropriate number of contact tracer(s).

By submitting an Application, the local health department agrees to the following obligations:

**ODH Roles/Responsibilities**

ODH shall be responsible for the following:

- Hire and employ individuals to perform tracking of individuals who have been in contact with individuals who have tested positive for COVID-19 (contact tracing);
- Hire and employ supervisors to oversee contact tracing work;
- Train contact tracers and supervisors on best practices and standard process for contact tracing using the Ohio Contact Tracing System (OCTS);
- Maintain permissions and access for contact tracers and supervisors to OCTS;
- Provide and maintain computer and software for contact tracers and supervisors;
- Approve timekeeping in Kronos, manage schedules and payroll records, and all personnel related matters for contact tracers and supervisors;
- Deploy contact tracers and supervisors as requested to meet the needs of the local health department in a mutually agreed upon assignment and time frame;
- Contact tracers will perform daily tracking of contacts entered into OCTS by the local health department;
- Contact tracers will refer to the local health department any contact that is symptomatic; and
- Contact tracers will refer to the local health department any contact in need of referral for any other community service.

**LHD Roles/Responsibilities**

The LHD shall be responsible for the following:

- Submit this request for contact tracing assistance;
- Communicate with contact tracing supervisor to mutually determine need for contact tracing services;
- Provide any LHD-specific protocol or training;
- Use OCTS for all contact tracing for the duration of the agreement;
- Provide feedback to the contact tracing supervisor regarding the performance of the contact tracing work;
- Perform all initial interviews with individuals who have tested positive for COVID-19 (case investigation); and
- Provide ODH contact tracers with a contact at the local health department for referral of symptomatic contacts or individuals who need referral for other services.

Local health jurisdictions interested in receiving this contact tracing assistance shall consider the Application prerequisites, obligations and terms governing such assistance, and provide the requested information to receive this assistance. Contact tracers will be assigned on a rolling basis and in accordance with availability of resources. ODH reserves the right to assign any contact tracers to one or more local health departments, as needed.

**Application Prerequisites**

a. Applicant must be a local health department or jurisdiction who is currently using the electronic Ohio Contact Tracing System.

b. Applications must be submitted through the electronic request in the REDCap system. Any extension must have prior approval from ODH.

c. The fully executed Application shall serve as the agreement between ODH and the Applicant. The terms and conditions set forth herein shall apply to the agreement.
d. Questions regarding this contact tracing support opportunity shall be forwarded to Jennifer Valentine (Jennifer.valentine@odh.ohio.gov).

<table>
<thead>
<tr>
<th>Applicant Information (insert applicable information)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local Health Department (&quot;Applicant&quot;)</strong></td>
</tr>
<tr>
<td>OAKS Supplier Number &amp; Address Code</td>
</tr>
<tr>
<td>Federal Tax ID Number</td>
</tr>
<tr>
<td>Street Address</td>
</tr>
<tr>
<td>City, State, Zip code</td>
</tr>
<tr>
<td>Name and Title of Person Completing Application</td>
</tr>
<tr>
<td>Phone Number of Person Completing Application</td>
</tr>
<tr>
<td>Email Address of Person Completing Application</td>
</tr>
<tr>
<td>Name and Title of Primary Contact</td>
</tr>
<tr>
<td>Phone Number of Primary Contact</td>
</tr>
<tr>
<td>Email Address of Primary Contact</td>
</tr>
<tr>
<td>Name and Title of Secondary Contact (Optional)</td>
</tr>
<tr>
<td>Phone Number of Secondary Contact</td>
</tr>
<tr>
<td>Email Address of Secondary Contact</td>
</tr>
</tbody>
</table>

Please specify how long (estimated) your local health department is requesting contact tracing support.

Please specify how many contact individuals your local health department is unable to contact for daily follow up. If you are uncertain as to a specific number, please provide an estimate number. (This will help ODH to determine the number of tracers to assign.)
TERMS AND CONDITIONS

**Term and Termination.** The fully executed Application shall serve as the agreement between ODH and the Applicant. The agreement will become effective upon execution by both parties and shall remain in effect until the parties' obligations are complete, or this Application is otherwise terminated by ODH, subject to lawful appropriations and availability of resources. The parties may mutually agree in writing to extend the term subject to lawful appropriations. The Application may be terminated by mutual agreement or 7 days notice by one of the parties.

**Executive Order 2020-01D.** To protect the well-being of the citizens of Ohio from the effects of COVID-19, Ohio Governor Mike DeWine has issued Executive Order 2020-01D (“Executive Order”) declaring a state of emergency, effective as of March 9, 2020. This Application supports resources or supplies necessary for the health, safety, and welfare of the citizens of Ohio and is covered by, and subject to the Executive Order. The Applicant understands and agrees this Application is subject to the Executive Order, all other relevant orders from the Governor or a state agency, and federal orders which may be issued in connection with COVID-19.

**Non-Appropriation and OB M Certification.** Notwithstanding any other terms of this Application, ODH's contact tracing support is contingent upon the availability of lawful appropriations by the Ohio General Assembly and/or other contract funding source. If the General Assembly or other contract funding source fails at any time to continue funding such assistance or any other obligations due by ODH under this Application, ODH will be released from its obligations on the date funding expires. Any obligations of ODH are subject to Section 126.07 of the Ohio Revised Code.

**Terms of Assignment:**

1. ODH's contact tracing support is contingent and subject to the availability of resources. ODH may assign and reassign contact tracer(s) based on available resources.
2. The assigned contact tracer(s) will continue to report to ODH and be paid by ODH.
3. No significant changes in the responsibilities of the assigned contact tracer(s) or the nature of this assignment may occur unless all parties to this Application consent in writing. Additionally, any changes in the duties of the assigned contact tracer(s) will not affect the pay of the contact tracer(s).

**Compliance with Federal and State Laws, Rules and Regulations.** The parties agree to comply with all federal and state laws, rules, regulations and auditing standards that are applicable to the performance of this Application.

**Applicable Law; Disputes; Partial Invalidity.** This Application shall be governed by the laws of the State of Ohio, and the venue for any disputes will be exclusively with the appropriate court in Franklin County, Ohio. A judicial or administrative finding, order or decision that any part of this Application is illegal or invalid shall not invalidate the remainder of the Application.

**Unresolved Finding for Recovery and Debarment.** Applicant warrants that it is not debarred from consideration for contract awards by any governmental agency and it is not subject to an unresolved finding for recovery pursuant to Section 9.24 of the Ohio Revised Code. Applicant agrees that if this representation is deemed to be false, this Application shall be void ab initio.

**Liability Requirements.** Each party agrees, to the extent permissible by law, to be responsible for any liability, suits, losses, judgments, damages, or other demands brought as a result of their own respective negligent actions or omissions in the performance of this Application.

**Relationship of the Parties.** It is fully understood and agreed that each party's personnel shall not, at any time, and for any purpose under this Application, be considered as agents, servants, or employees of the other party. Except as expressly provided herein, neither party shall have the right to bind or obligate the other party in any manner without the other party's prior written consent.

**Representation on Authority.** The person signing this Application on behalf of Applicant represents and warrants that he or she is duly authorized and has the right, power and legal capacity to execute and deliver this Application on behalf of Applicant and that the information provided in this Application is true and accurate to his or her knowledge and belief.

**Entirety of Agreement.** All terms and conditions of this Application are embodied herein. No other terms and conditions will be considered a part of this Application unless expressly agreed upon in writing and signed by both parties.
<table>
<thead>
<tr>
<th>Signature:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorized Representative of Applicant</td>
<td></td>
</tr>
<tr>
<td>Signature:</td>
<td>Date:</td>
</tr>
<tr>
<td>Lance Himes, Interim Director of Health</td>
<td></td>
</tr>
</tbody>
</table>
State of Ohio Contact Information

Mary Shaffer
local health district liaison for migrant farmworkers,
Ohio Department of Health
Agriculture Program.

Tif Huber
health equity lead,
Ohio Department of Health,
Office of Health Equity.

Jennifer Crist
state monitor,
migrant worker advocate,
Ohio Department of Job and Family Services.

Lilleana Cavanaugh
executive director,
Ohio Hispanic & Latino Affairs Commission.

The Ohio Department of Job and Family Services
Farmworker Hotline can be reached at

1-888-296-7541
Rapid Response Guide for Migrant and Seasonal Farmworkers

The Ohio Department of Job and Family Services Farmworker Hotline can be reached at 1-888-296-7541

For more information go to coronavirus.ohio.gov