

David Grizzle

From: Khusbu Patel <khpatel@naccho.org>
Sent: Friday, January 27, 2023 2:40 PM
To: David Grizzle
Subject: EXTERNAL EMAIL : 2023 MRC Operational Readiness Award- Notification of Award

Dear **David Grizzle**,

Congratulations! The National Association of County and City Health Officials (NACCHO) is pleased to inform you that **OKMRC District 10 MRC- Norman/Cleveland County** has been selected for the Medical Reserve Corps (MRC) 2023 Operational Readiness Award (ORA) in the amount of **10000**. Please read the **Notification of Award** letter in entirety with **updated details regarding your MRC ORA deliverables here** and to understand the next steps in the award process. Kindly direct any questions you may have to mrc@naccho.org.

NOA: [2023-MRC-ORA-Notification.pdf \(naccho.org\)](#)

Thank You,

NACCHO Medical Reserve Corps Team

National Association of County & City Health Officials

1201 Eye Street NW, 4th Floor, Washington, DC 20005

 <p>PREPAREDNESS SUMMIT April 24-27 Atlanta 2023 www.preparednesssummit.org</p>	 <p>NACCHO 360 PHITS</p> <p>DENVER JULY 11-13 2023</p> <p>www.NACCHO360.org</p>	 <p>NACCHO National Association of County & City Health Officials</p>
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January 27, 2023

Congratulations! The National Association of County and City Health Officials (NACCHO) is pleased to inform you that your application for a 2023 Medical Reserve Corps (MRC) Operational Readiness Award (ORA) is approved.

Please read this letter in entirety to understand the next steps in the award process. Your action is needed as **NACCHO is requiring the submission of deliverables to begin distributing funding.**

- **Contract processing:**
 - NACCHO will send an electronic copy of your unit's contract in approximately 2-4 weeks to the person listed in the application with signing authority, cc'ing the unit leader. Requests for corrections or changes to designated approving authorities, housing agencies, or addresses on the contract must be submitted to mrc-contracts@naccho.org by **March 17, 2023**.
 - Awardees are to return the following as one combined document to mrc-contracts@naccho.org by **May 8, 2023**:
 1. Signed contract.
 2. Signed certification of non-debarment or suspension.
 - To fully execute the contract, your sponsoring agency's SAM.gov account must remain active throughout contract processing. If the registration expires within the next eight weeks, please update/renew the entity to maintain active status.
- **Award payment process:**
 - Funding will be distributed in one, full payment upon receipt of the following:
 1. Deliverable 1 (Invoice and ORA Action Plan) by **May 8, 2023 via Qualtrics** (https://naccho.co1.qualtrics.com/jfe/form/SV_9GBQmIjPvzxyJw).
 - Complete and upload this [template](#) to fulfil the Deliverable 1 requirement.
 - Tip: Refer to the information provided in [your application](#) to complete the ORA Action Plan.
 2. Active SAM.gov account throughout the duration of contract processing.
 3. Signed contract and certification of non-debarment or suspension returned via email to mrc-contracts@naccho.org by **May 8, 2023**.
- **Reminders regarding your budget and use of funds:**
 - Awardees are expected to use funds as outlined in the application budget to support MRC response capabilities. Funds should not be used to support non-MRC agency activities or purchases.
 - Awardees must follow all applicable guidelines, laws, and executive orders. Please see Federal Guidance [45 CFR Part 75](#) and [2 CFR Chapter I, Chapter II, Part 200](#) (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) for guidance on using federal funding.
 - Any branding of durable equipment purchases must include the MRC brand to acknowledge the intent of the funding. Equipment purchases are not transferable to partner agencies or organizations.
 - Using funds to purchase gift cards as incentives, stipends, or as a form of reimbursement is not allowed without prior approval.
 - Using funds for donations, entertainment, or promotional 'giveaways' is not allowed.

Application: 4948

0333

Started at: 12/15/2022 09:02 AM - Finalized at: N/A

Page: Contact Information

First Name

David

Last Name

Grizzle

Email Address

david.grizzle@normanok.gov

Phone #

(405)307-7190

Are you submitting this application on behalf of someone else?

No

Please chose the award level, then choose your region.

\$10,000 - Strengthening current capabilities for evolving missions > Region 6 (AR, LA, NM, OK, TX)

Jurisdiction size (include all jurisdictions supported)

100,000 – 199,999

MRC Unit Name

OKMRC District 10 MRC- Norman/Cleveland County

MRC Unit Number (4-digit format, example: 0123)

0333

Name of MRC Point of Contact

David Grizzle

MRC Unit Email

david.grizzle@normanok.gov

MRC Unit Phone Number

+1 405-307-7190

City

Norman

State

Oklahoma

This section is optional, however additional information will help us distribute award funding more equitably. U.S. Census Bureau QuickFacts (<https://www.census.gov/quickfacts/fact/table/US/PST045219>) is available as a resource. Please include all jurisdictions your unit serves.

What are the primary Racial/Ethnic demographics that your MRC unit serves? (You may select more than one.)

White, not Hispanic or Latino , Black or African American , American Indian and Alaskan Native , Asian, Hispanic or Latino

What is the median household income of the jurisdiction your unit serves?

50714

18

9

City of Norman, Oklahoma

73-6005350

MTD4M7LKSJ4

David Grizzle

david.grizzle@normanok.gov

Larry Heikkilä

Mayor

mayor@NormanOK.gov

+1 405-321-1600

City of Norman Emergency Management

415 E. Main
Norman Oklahoma 73071 US

If you've received an error message in submitting this form, please review the formatting of the fields that should be submitted as numbers only, such as:

- MRC Unit Number,
- Median household income,
- Percentage of persons in poverty in your jurisdiction,
- Or the percentage of persons with disabilities in your jurisdiction.

SAM.gov Verification

[Download File \(https://nacchoapplication.secure-platform.com/file/13525/eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJtZWRRpYUlKjoxMzMzUyNSWiWxsb3dOb3RTaWduZWVRcmwiOiJGYWxzZSI6ImNmNm9SAM%20registration%20screen%20print.pdf\)](https://nacchoapplication.secure-platform.com/file/13525/eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJtZWRRpYUlKjoxMzMzUyNSWiWxsb3dOb3RTaWduZWVRcmwiOiJGYWxzZSI6ImNmNm9SAM%20registration%20screen%20print.pdf)

City of Norman

MTD4M7LKSKJ4

02/23/2023

Date of last activity entered on the unit's MRC Program Office profile

10/24/2022

Page: Project Overview

Select the primary ASPR MRC Priority that will be included in your project goals

Training community members to respond

What is your current number of MRC volunteers?

853

Please be aware that copying into this box from Word can cause formatting issues. We do not recommend adding tables as it does not render correctly in this platform. If needed, copy first into Notepad, then into the submission form. Check your work thoroughly for any source code or formatting errors.

Background:

Thank you for allowing the opportunity of this grant. Obtaining this grant is essential in maintaining Unit 0333.

The community supported by MRC Unit 0333 is the City of Norman, Oklahoma and the County of Cleveland. The unit is a direct asset to the Cleveland County Health Department during times of disaster and training. Cleveland County Health Department is the lead agency under the State Health Department District structure for District 10 of the health department. Due to the demographic demand, the state health department designated Cleveland County as a single district.

The current focus is primarily on the medical support with volunteers needed during disasters, training, and POD operations. Unit 0333 is a unique unit as it is the only Oklahoma unit housed by a local jurisdiction. The unit is under the operational control of the Emergency Management Division of the Norman Fire Department. The population of Cleveland County Oklahoma in 2019 was 284,014. Demographics of age, disabilities income race and ethnicity do not hinder the role of this MRC unit. The major impact this MRC unit has is the capability to provide resources, both equipment and labor, to Health Department District. The major challenge for this MRC is maintaining trained volunteers such as special skills as well as other licensed volunteers.

Current State:

The current state of MRC unit 0333 is very strong, rebuilding after the threat of the COVID 19 virus diminished. This unit is integrated into several emergency plans. There are currently 853 volunteers listed with the Health Dept. for Cleveland County. These volunteers range from medical professionals to local volunteers all with a desire to help their community in times of need.

Traditionally this unit has been one of the most active units in the state of Oklahoma. COVID 19 has brought challenges in areas not previously considered. Unit leadership has responded by identifying mission set training that enhances the "new normal" for supporting the community and responding to disaster operations. The COVID response has also identified areas of needed improvement in many plans and training needs. The unit continues to support and develop the internship that previous grant opportunities funded. Internships are mutually beneficial to both the student and MRC. The student could shadow, actively participate, or lead. Community engagement, planning, volunteer management, crisis intervention and counseling/mental guidance are all relative to the MRC and the opportunity will assist the student to develop their skill set.

Future State:

The goals of this project are to exploit success of the RISE Award and continue to develop resources and training.

Goal #1, Procure capability to enhance transporting supplies and equipment needed for remote site POD operations. Identify and purchase mission set resource requirements and train volunteers on use of equipment and supplies. Goal #2, Sustain the program that enhances the role of social workers supporting the unit during disasters and community events. Identify training opportunities and create a training calendar to reinforce volunteer capabilities that support a unit mission. Goals #3, Survey the volunteer list and determine accuracy, availability and administrative status of the volunteers. Capture lessons learned from exercises or response activities. Update mission sets, job action sheets, and/or response plans as needed.

Measurable Outcomes:

Goal #1, Will be measured by the successful procurement of a utility trailer for transportation of resources. It is anticipated this will be accomplished in the second quarter of 2023.

Goal #2, Will be measured by the assignment of two students to participate in the Internship program for 2023. It is anticipated this will be initiated in the first quarter of 2023.

Goal #3, Objective is to contact 75 volunteers per quarter of 2023 and document the information for action items to be completed. Through this contact, capture lessons learned from exercises or response activities. Update response plans as needed.

MRC Priorities:

Medical screening and care in emergencies

This unit collaborates with the Cleveland County Health Department in a support role. We have the capability to provide the logistics and support measures to establish an aid station, triage location and provide rehabilitation for workers. Actual medical operations are conducted by the health department and first responders.

Points of Dispensing, mass vaccination, and other mass dispensing efforts

This unit is written into the POD plans for the health department district. This unit will supply vehicles, laborers, qualified forklift operators and licensed amateur operators to POD IC. This unit has developed a robust administrative capability for badging and documenting participation.

Use of MRC units outside of local jurisdiction

Cleveland County Health Department has been reorganized as its own district. Experience has shown that activating other units to support any major operation is a must. The state health department manages the overall coordination of multiple units.

Training community members to respond

As the COVID 19 threat has diminished, the need for refresher and sustanment training has increased. Efforts to create a training calendar and identify available training will be documented and offered to volunteers for participation.

Page: Action Plan

Implementation plan:

To complete each goal certain actions will happen. For goal 1, upon approval of this grant, proper procurement procedures will be completed and a purchase order completed.

Goal 2, upon approval of the grant the University of Oklahoma will be notified and the process of Intern selection will occur. This will involve a selection for a supervising agent as well. Once selected the school will provide notice of when the Intern will be available.

Upon approval of the grant, goal 3 will utilize the City Emergency Management Center for conducting the outreach calls to the volunteers. A timeline of implementation will be to submit application by December 20, 2022 and tentatively receive notice of award during the first quarter of 2023. The award will be submitted to City Council for acceptance upon notice of approval. This will be dependent on available agenda space. Return contracts once approved by City Council. It is anticipated goal #1 will be completed by mid 2023. For Goal #2, this will work perfectly as it will be the fall semester when we will be able to select interns. Goal #3, will begin in January 2023, with a planning workshop involving our partners. The draft of the training calendar and events calendar will be completed by end of February 2023. Goal #3 will be implemented quarterly with reports being submitted to the website at the end of each quarter.

Collaboration:

Collaboration is key to the success of this unit. By reaching across the table to build collations during training and response you enhance your ability to provide services and have a value added impact to the communities you serve. The COVID response exemplified this reality. We will utilize preparedness partners in goal 2 and goal 3. Goal 1 is a purchase transaction with little input from outside sources. By using our response partners for lessons learned, we can develop better response measures for disaster and community events. Working with our volunteer base, we can document issues both good and bad that were experienced or witnessed. This will help with priority in scheduling training. Using MRC volunteers and community resources, we will be able to conduct successful surveys of our data base.

Page: Evaluation and Sustainability

Evaluation:

Goal 1 A standard purchase transaction we will meet the goal by taking possession of the trailer when procured.

Goal 2 has a scope of work provided by the University of Oklahoma and a curriculum to be followed. This will be monitored by a designated PhD level supervisor who provides reports to the unit and to the University of Oklahoma.

Goal 3 on a simple spreadsheet and action items needed from it. The information will also be reported to the State Coordinator and entered as an activity on the National Site.

Sustainability:

This unit has one of the largest listing of volunteers in the state. It averages close to 750 individuals at any given time. This grant opportunity is a chance to rebuild continuity of the volunteer program and to revitalize community involvement. Each of the stated goals will have an impact that will sustain this program during the next 12-36 months of operation by each addressing a key issue.

Goal #1 will provide transportation capability for a vast array of response equipment and supplies shown on the provided attachment.

Goal #2 provides for a continuing relationship with a major Power 5 University. These relationships could open doors to other programs and funding through the university.

Goal #3 will assist in validating the volunteer list. As the unit works through the list it will become more obvious to the coordinator, those who are really wanting to volunteer and those needing to be archived. This is vital in times of changing rules regarding budgets and what monies can be spent on.

Page: Budget

Line Item Budget

Download File (<https://nacchoapplication.secure-platform.com/file/i3666/eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJtZWRpYUlkIjoxMzY2NiwiYWxsbn3dOb3RTaWduZWRVcmwiOiJGYWxzZSI6ImInbm9y1goSlazbCD4uOS5ov0qxzERj26I7-Bfk?ora2023budget.pdf>)

MRC 2023 Operational Readiness Awards Budget					
MRC Unit Name:	OKMRC District 10 MRC- Norman/Cleveland County				
Sponsoring Agency:	City of Norman				
MRC Unit Contact:	David Grizzle				
MRC Unit Email:	david.grizzle@normanOK.gov				
MRC Unit Number:	O333	State:	Oklahoma	Date:	12/20/2022
Proposed Budget:	\$10,000.00				
Section 1 Budget Amt:	\$0.00	Section 5 Budget Amt:	\$0.00		
Section 2 Budget Amt:	\$4,500.00	Section 6 Budget Amt:	\$1,000.00		
Section 3 Budget Amt:	\$500.00	Section 7 Budget Amt:	\$0.00		
Section 4 Budget Amt:	\$4,000.00	GRAND TOTAL:	\$10,000.00		
Section 1: Administrative Costs and Fees					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Sub Total					\$0.00
Section 2: Professional Service Fees					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
1		Envision Success for Veterans	1	\$2,000.00	\$2,000.00
2		Instructor Stipend	1	\$500.00	\$500.00
3		Vendor to conduct review of unit act	1	\$2,000.00	\$2,000.00
					\$0.00
					\$0.00
Sub Total					\$4,500.00
Section 3: Facilities, Rentals, and AV Fees					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
1		Sooner Mall fee	1	\$500.00	\$500.00
					\$0.00
					\$0.00
					\$0.00
Sub Total					\$500.00
Section 4: Uniforms, Equipment, and Resources					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
1		Equipment Transport Trailer	1	\$4,000.00	\$4,000.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Sub Total					\$4,000.00
Section 5: Training & Exercises (T&E)					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Sub Total					\$0.00
Section 6: Travel/Transportation Services					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
1	travel	workshops/conferences and	1	\$1,000.00	\$1,000.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Sub Total					\$1,000.00
Section 7: Recognition, Recruitment and Outreach					
Line	Item	Description	Qty.	Unit Cost/Rate	Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Sub Total					\$0.00

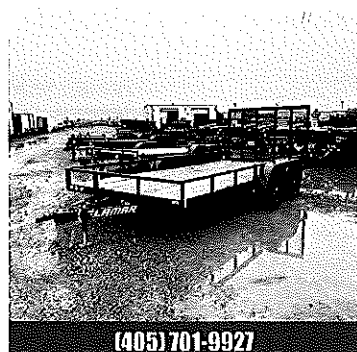
Oklahoma Trailers Direct

Phone: 4057019927

2890 Melba Lane

Norman, Oklahoma 73072

Email: jake.disney@oktrailersdirect.com



Utility Trailer Lamar 7 X 16 7k

Stock#: 63599	VIN#: 5RVUC1621NP114343	Year: 2022
Manufacturer: Lamar Trailers	Width: 83" or 6'11"	Length: 192" or 16'0"
Height: 18" or 1'6"	Weight: 1793	GVWR: 7000
Payload: 5207	Color: GRAY	#Axles: 2
Axle Capacity: 3500.00		
URL: https://oktrailersdirect.com/utility-trailer-lamar-7-x-16-7k-Xgoo.html		

MSRP	\$4,699.11
Price	\$4,000.00

Description

New 2022 Lamar 7ft x 16ft 7k Tandem Axle Bumper Pull Utility w/1.5ft walls & Mesh Ramp Gate [4-ft] (Lamar Gray)
Made in the USA

Lamar Gray (w/ Primer)

2 - 3500-Lb Lippert Standard Spring Suspension w/EZ Lube Axle (6PR Tires)

2 - Electric Forward Self-Adjusting Axle Brakes

Steel Construction w/24 Crossmembers (2-in Pine Deck Floor)

4-in Channel (Steel) Frame

1 - A-Frame 2000 lb Jack

Steel Smooth Fenders (Weld-On)

LED Exterior Lighting Pkg (w/Cold Weather Harness)

Mesh Ramp Gate [4-ft]

2-in x 2-in Angle Side Rails (Weld-On)

Standard Stake Pockets

Dual LED Tail Lights

2-in A-Frame Cast Coupler

Call 405-701-9927, or visit www.oktrailersdirect.com

Oklahoma Trailers Direct

2890 Melba Lane

Norman, OK 73072