



Board of County Commissioners

Public Safety Committee

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE SALEM COUNTY PROSECUTOR'S OFFICE AND THE SALEM COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF MENTAL HEALTH AND ADDICTION FOR GRANT FUNDING AWARDED FROM THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY OPERATION HELPING HAND (OHH) REIMBURSEMENT GRANTS**

**WHEREAS**, the Salem County Prosecutor's Office is a current award recipient of the New Jersey Department of Law and Public Safety Operation Helping Hand Grant; and

**WHEREAS**, the Salem County Prosecutor's Office manages the OHH grants in conjunction with the Salem County Department of Health and Human Services, Division of Mental Health and Addiction, coordinating efforts to effectively address the Opioid Crisis in Salem County; and

**WHEREAS**, The Salem County Prosecutor's Office desires to enter into a Memorandum of Understanding with the Salem County Department of Health and Human Services, Division of Mental Health and Addiction, for a one year term, which shall commence on September 1, 2022 and terminate on August 31, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Salem as follows:

1. The Salem County Board of County Commissioners hereby approves a Memorandum of Understanding between the Salem County Prosecutor's Office and the Salem County Department of Health and Human Services, Division of Mental Health and Addiction for the Operation Helping Hand Grant; and
2. The Memorandum of Understanding shall be completed in full accordance with the terms and conditions therein; and
3. The Salem County Prosecutor, or their designee, shall be authorized to execute said agreement on behalf of the Salem County Prosecutor's Office.
4. The Salem County Health & Human Services Director, or their designee, shall be authorized to execute said agreement on behalf of the Salem County Health & Human Services Department.

  
R. SCOTT GRISCOM, County Commissioner  
Chair, Public Safety Committee

I hereby certify the foregoing to be a true resolution adopted by the Salem County Board of County Commissioners on September 7, 2022.

  
STACY L. PENNINGTON  
Clerk of the Board

RECORD OF VOTE

COMMISSIONER	RESOLUTION MOVED	RESOLUTION SECOND	AYE	NAY	ABSTAIN	ABSENT
G. Ostrum, Jr.		✓	✓			
E. Ramsay			✓			
L. Ware			✓			
R.S. Griscom	✓		✓			
B. Laury			✓			

✓ Indicates Vote

Department Initials rd/Prosecutor

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN THE SALEM COUNTY PROSECUTOR'S OFFICE AND**  
**THE SALEM COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES,**  
**DIVISION OF MENTAL HEALTH AND ADDICTION**

THIS AGREEMENT, dated as of the 7<sup>th</sup> day of September 2022 (hereinafter referred to as the Agreement) is made by and between the Salem County Prosecutor's Office ("SCPO") and the Salem County Department of Health and Human Services, Division of Mental Health & Addiction Services.

**WHEREAS**, all parties named seek to maintain, foster, and enhance a cooperative working relationship as the implementing partners of RESCUE, Operation Helping Hand (OHH), and related programming;

**WHEREAS**, all parties named intend to further collaborate in conducting a hotline for addiction services, referral to treatment programming, family counseling, and regularly scheduled access to RESCUE service options within Salem County over the course of the *Federal Fiscal Year 2022 Overdose Data to Action – Operation Helping Hand* (hereinafter referred to as FFY22) grant cycle.

**WHEREAS**, all parties named wish to ensure that the parties know, understand, and agree to mutual expectations.

**WHEREAS**, all parties named wish to establish a system of communication and information sharing.

**WHEREAS**, all parties named wish to achieve a coordinated approach in the provision of services to the community.

**NOW THEREFORE**, in order to achieve these goals, the parties hereby agree to the following:

**1. The Salem County Prosecutor's Office (SCPO) agrees to:**

- a. Compensate the recovery coach staff members for on-call pay as per the CWA contract rate. The recovery coach hotline will be covered between the hours of 8:30am and 8:00pm on all weekdays and county holidays, and between the hours of 8:30am and 4:30pm on all weekends.

- b. Salem County Department of Health and Human Services, Division of Mental Health & Addiction Services, will submit salary/ fringe cost, bi-weekly, for the part-time Outreach Staff Member, calculated based upon an annual salary rate of \$32,655, to provide regular community programming and to engage those with substance use disorders to promote and connect the community to the treatment and recovery services offered.

**2. The Salem County Department of Human Services, Division of Mental Health & Addiction agrees to:**

- a. Coordinate and schedule trained recovery coaches to conduct regular community outreach events and to respond to hotline calls, engaging those with substance use disorders and encouraging treatment and recovery services, including collecting and submitting delivery of service invoice documentation to the SCPO.
- b. Receive data collected from community outreach and hotline contacts, provide notes for logging into the Recovery Data Platform database, and share access of the notes with all interested parties in this agreement.

**MUTUAL RESPONSIBILITIES**

The liaisons for each party to this agreement are:

**Salem County  
Prosecutor's Office**  
Tori Haslett  
856-935-7510 x8243

[tori.haslett@salemcountynj.gov](mailto:tori.haslett@salemcountynj.gov)

**Salem County Department of Human Services  
Division of Mental Health & Addiction Services**  
Victoria Maurizio  
856-935-7510 x8449

[victoria.maurizio@salemcountynj.gov](mailto:victoria.maurizio@salemcountynj.gov)

All parties hereby agree to maintain close communication regarding the services delivered of mutual interest. If any party's staff are not satisfied with services or performance of respective personnel, the problem will be referred to the assigned liaisons for immediate resolution. Problems which cannot be resolved at the liaison level will be immediately referred to the attention of the respective department's leadership to resolve the problem (Salem County Prosecutor and Salem County Director of Health and Human Services) for resolution.

All notices related to the terms of this agreement shall be made to the Department Leadership listed below.

### MANAGEMENT OF AGREEMENT

This agreement will commence effective as of the 1<sup>st</sup> day of September, 2022. Any of the named parties may request modification of this agreement at any time. The agreement will remain in effect until whichever is later, August 31, 2023, or the grant cycle is deemed concluded.

I hereby agree to the terms of this agreement:

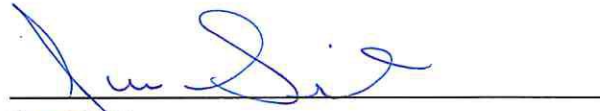
**SALEM COUNTY PROSECUTOR'S OFFICE**

**SALEM COUNTY DEPARTMENT OF  
HEALTH AND HUMAN SERVICES**



Kristin J. Telsey  
Salem County Prosecutor

Dated: 8/30/22



June Sieber  
Director, Health and Human Services

Dated: 9/1/22