City of Minot

TO: Mayor Thomas Ross
                 Members of the City Council

FROM: Kelli Kronschnabel, Fire Chief

DATE: January 8, 2024

SUBJECT: **WARD COUNTY MEMORANDUM OF UNDERSTANDING FOR CORONER
                 SERVICES**

I.   RECOMMENDED ACTION

Recommend council to authorize the Fire and Police Chief to sign the MOU with Ward County for coroner services.

II.   DEPARTMENT CONTACT PERSONS

Kelli Kronschnabel, Fire Chief   857-4740
John Klug, Police Chief   852-0111

III. DESCRIPTION

A. Background

The Minot Fire Department has been called on numerous times to assist the ambulance and coroner in removing a deceased patient. Some of these calls have required calling back additional personnel and the use of personal protective equipment that has been thrown away following due to contamination. The request for reimbursement for these additional expenses was posed through the liaison committee and the coroner's office resulting in this MOU to be drafted.

B. Proposed Project

This document defines roles, responsibilities and expectations as responding to a fatality requiring the need for the coroner. This document also clearly outlines the process for requesting reimbursement when providing assistance to the coroner that may require the use of disposable PPE and other equipment that today is not able to be reimbursed.

C. Consultant Selection
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IV.   IMPACT:

D. Strategic Impact:

This agreement doesn't change how police and fire currently respond to these types of request for services but will allow for the Minot Fire Department to request reimbursement for expendables that may be used during patient removal.

B. Service/Delivery Impact:

No change to service or delivery of this type of assistance.

    C. <u>Fiscal Impact:</u>

V.   CITY COUNCIL ASPIRATIONS
The Council aspiration met would be resilient and prepared.

VI.   ALTERNATIVES
The Council could deny the request.

VII.   TIME CONSTRAINTS

VIII.   LIST OF ATTACHMENTS

1. Memorandum of Understanding