



## HEALTH FIRST KOSCIUSKO

### Memorandum of Understanding

THIS AGREEMENT made between the **KOSCIUSKO COUNTY COMMISSIONERS ON BEHALF OF THE KOSCIUSKO COUNTY HEALTH DEPARTMENT**, Kosciusko County, Indiana, ("County") and Warsaw Community Schools, ("*Grantee*").

#### SECTION 1.

##### RECITALS

1.1 The County desires to obtain from the Grantee the core public health related services outlined in Exhibit "A" attached hereto and the Memorandum of Understanding.

1.2 The Grantee desires to provide to the County the core public health related services described in Exhibit "A" and the Memorandum of Understanding for the sum of eighty-two thousand dollars (\$82,000) which shall be provided through the Health First Kosciusko fund.

#### SECTION 2.

##### CONSIDERATION

2.1 The consideration for this agreement is the providing of services by the Grantee and the payment to the Grantee by the County of the sum of eighty-two thousand dollars (\$82,000).

### SECTION 3.

#### TERMS

3.1 The County shall pay half of the total sum within 60 days of the execution of this agreement and the completion of the 30 day public notice period.

3.2 The Grantee shall provide monthly data, success stories, and summary reports in a timely manner. A data, success story, and summary report schedule (attached) will be provided to the Grantee which shall list the dates these items shall be due. Data shall be due monthly. The date the data collection begins shall be determined by the funding period start date. The funding period shall be from the time the Health First Indiana money is dispersed from the Kosciusko County Health Department to the Grantee until the date the agreement is no longer in effect. Success stories and reports shall be due quarterly until the date the agreement is no longer in effect.

3.3 The Grantee agrees to attend a quarterly meeting scheduled by the Health First Kosciusko Coordinator. The purpose of the quarterly meeting is to provide progress updates. A meeting schedule will be provided.

3.4 The second half of the total sum shall only be paid if the Health First Kosciusko Coordinator approves the Grantee has met Health First Kosciusko requirements. This will be executed by the Health First Kosciusko Coordinator analyzing the submission of the Grantee's monthly data, success stories, and second summary report, and determining if the remaining Health First Indiana money is needed to fulfill the requirements listed in Exhibit "A" and the Memorandum of Understanding. If the submission and work does not meet the requirements, the second half of the total sum shall not be distributed to the Grantee. If a portion or full amount of the remaining money is not needed, an addendum listing the change in disbursement, will be created which shall be signed by both the Kosciusko County Health Department Administrator and the Grantee. If the submission and work does meet the requirements and the full amount of the remaining money is needed, the County shall pay the second half of the total sum after the second summary report is approved. The work outlined should include but is not limited to:

- Number of children receiving vision screening through support of liaison
- Number of schools requesting support with mental health education, resources through school liaison (Number of actual schools not school districts)

- Number of students receiving tobacco and vaping cessation education through LHD / school liaison
- Number of schools in county with supported evidence-based anti-bullying programs and groups that support student mental health (e.g., Bring Change to Mind)\*\*(Number of actual schools not school districts)
- Number of schools partnering with school liaisons to provide health promotion and education for (Number of actual schools not school districts):
  - Trauma and injury prevention
  - Nutrition
  - Physical activity
  - Child safety topics:
    - Trauma and injury prevention
    - Car seat safety
    - Bicycle / bike helmet safety
    - Water safety
    - First aid
- Number of schools receiving emergency preparedness education (staff and students)\*\*(Number of actual schools not school districts):
  - Stop the Bleed
  - CPR
  - Overdose / naloxone
- Number of Stop the Bleed kits distributed through school liaisons
- Number of schools who received other public health-related equipment from their LHD (such as vision screeners, etc)\*\*(Number of actual schools not school districts)
  - List equipment that was provided
- Number of schools provided with AED equipment (Number of actual schools not school districts)
- Number of schools providing vaping prevention education through LHD/school liaison (Number of actual schools not school districts)
- Number of school staff who have been trained to provide tobacco education
- Number of schools providing nicotine dependence treatment resources through LHD/school liaison (Number of actual schools not school districts)

- Number of schools with supportive discipline/alternative to suspension policies through LHD/school liaison
- Number of youths provided education on the harms of vaping (Please list name of school(s) in notes section)
- Number of individuals age 13-17 years referred to Indiana Tobacco Quitline/Quit Now/Live Vape Free Indiana or other cessation resource (Please list name of school(s) in notes section)
- Number of families receiving insurance information
- Number of people screening positive for food insecurity
- Number of families who received information regarding food services
- Number of families directly certified with the state for free/reduced lunches
- Number of students who received food from the school food pantry
- Number of people referred to a food assistance program
- Number of people provided contraceptive education (to include STI/HIV prevention and condom use)
- Number of community outreach programs/events held regarding mental health:
  - List the program / event held and the number of people in attendance
- Number of Handle With Care (HWC) alerts (if HWC present in county)
- Number of emergency readiness bags/kits used
- Number of uses of albuterol
- Number of uses of epinephrine
- Number of uses of naloxone
- Other services provided
- Success stories and/or testimonials
- Budget Summary: Detailed list of expenditures to date and detailed list of future expenditures. Include the total amount of Health First Indiana money claimed and to be claimed.

The activity trackers listed are subject to change.

3.5 No later than January 8, 2027, the Grantee shall provide to the Health First Kosciusko Coordinator, remaining data for December 14, 2026 through December 31, 2026.

3.6 The Grantee agrees to expend all monies in the areas specified in the budget plan within the funding period and agrees to refund all unspent monies to the Kosciusko County Health Department.

3.7 As a condition of the partnership with Health First Kosciusko, the Grantee shall incorporate either the Health First Kosciusko logo or name in all correspondence, advertisements, or communications regarding Health First Indiana money or Health First Kosciusko support. All correspondence, advertisements, or communications regarding Health First Indiana money or Health First Kosciusko support must be approved by the Health First Kosciusko Coordinator before publication. Statement to include in all correspondence: "Funding provided by the Kosciusko County Health Department via Health First Indiana, learn more at <https://www.in.gov/healthfirstindiana/>".

3.8 If Health First Indiana funding should stop being provided to Kosciusko County during the term of the Memorandum of Understanding, the Memorandum of Understanding shall be terminated without cause.

The Grantee agrees to explain to any staff hired using Health First Indiana monies that the staff position may be terminated at any time due to budget cuts or elimination of Health First Indiana funding to the County.

3.9 To the fullest extent permitted by law, the Grantee agrees to indemnify, defend, and hold the Kosciusko County Commissioners and Kosciusko County Council, harmless from and against any and all claims, damages, losses and expenses. This clause shall survive the expiration or earlier termination of this agreement.

3.10 This agreement may be changed or modified only in writing signed by both the Kosciusko County Health Department Administrator and the Grantee.

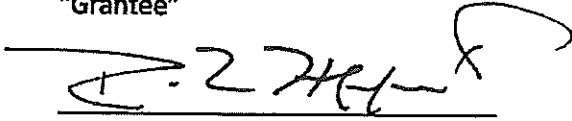
3.11 By providing a signature below, the Grantee agrees to abide by the conditions set forth in this agreement until the date the agreement is no longer in effect.

3.12 This Agreement shall be in effect through December 31, 2026 (month/day/year).

Warsaw Community Schools

Kosciusko County Health Department

"Grantee"



Authorized Representative Signature

David Haffert  
Superintendent  
Printed Name & Title

11-18-25  
Date

Kosciusko County Commissioner

Cary Groninger  
Commissioner Printed Name



Authorized Representative Signature

Robert Weaver, Administrator  
Printed Name & Title

11-18-25  
Date

Kosciusko County Commissioner

Cary Groninger  
11-18-2025  
Commissioner Signature and Date

The Parties have executed this agreement this 18th day of November 2025. (Date provided by the County Commissioner or Health Department Administrator)

HEALTH FIRST KOSCIUSKO  
REQUEST FOR FUNDING

Organization Legal Name: Warsaw Community Schools

Name of Applicant/Contact Person: Lauri Westerhof

Title of Applicant/Contact Person: School Health Liaison for Kosciusko County

Phone Number: 574-372-3506

Email Address: lwesterhof@warsawschools.org

Physical Address: 1515 Provident Drive

Warsaw, IN 46580

Billing Address: #1 Administration Drive

Warsaw, IN 46580

Board of Directors:

Heather Reichenbach

Tom Westerhof

Matt Deuel

Brad Johnson

Randy Polston

Denny Duncan

Melissa Kissling

## Mission or Vision Statement:

The mission of the School Health Liaison is to promote and support the physical, mental, and emotional well-being of all students by serving as a bridge between the school, families, healthcare providers, and community resources. Through collaboration, advocacy, and education, the School Health Liaison fosters a healthy school environment that empowers students to thrive academically and personally.

Amount of Request: \$82,000

Project Start Date: January 1, 2026

Project End Date (If ongoing, state "Ongoing Project"): Ongoing

## Executive Summary:

This proposal seeks funding to establish a School Health Liaison position at all schools in Kosciusko County (Warsaw Community Schools, Wawasee Schools, Tippecanoe Valley Schools, Lakeland Christian Academy, Sacred Heart, and Pierceton Elementary) to enhance the health and well-being of our student population. This role will serve as a vital connector between students, families, healthcare providers, and community services to improve student health outcomes, attendance, and academic performance.

## Programs/Initiatives:

- Be a resource for all 6 school systems within Kosciusko County (Warsaw Community Schools, Wawasee Schools, Tippecanoe Valley Schools, Lakeland Christian Academy, Sacred Heart, and Pierceton Elementary)
- Identify health services needs within each school, primarily addressing unmet needs
- Develop relationships and arrange services to enhance and improve the health of students, staff, and families
- Conduct and document quarterly county meetings with school nurses (virtual or in person)
- Ensure School Health Liaison record keeping according to Health First Indiana data tracker requirements are met, and data is submitted timely every month
- Maintain an accurate and updated school contact list
- As needed, provide hands-on assistance in schools
- Attend relevant school-related meetings



- Be familiar with Health First Indiana standards and expectations for School Health Liaisons
- Attend relevant Health First Indiana trainings and meetings for School Health Liaisons
- Identify and coordinate local-level community resources to support school health services
- Be a conduit of information between IDOH, Health First Indiana, and local schools
- Identify and report success stories, major health-related initiatives, and use of evidence-based programs and results in schools
- Be familiar with the Health First Indiana Core Public Health Services, keep track of and report on services and activities that address any of those services
- As appropriate, initiate or increase the schools' use of evidence-based programming

Over 60% of our student population qualifies for free or reduced lunch, a strong indicator of socioeconomic disadvantage. Many students face chronic health conditions (e.g., asthma, diabetes), mental health struggles, and limited access to preventive care. These challenges contribute to poor academic outcomes and high absenteeism. A School Health Liaison would address these gaps by coordinating services and ensuring follow-through between families, schools, and healthcare providers.

#### Local and/or State KPIs Addressed:

- Increase the average age of death related to heart disease being 76.5 from 2020-2024 to 78.5 from 2025-2029.
- Decrease the rate of teen births from 18.8 in 2022 to 16.9 by 2028.
- Number of counties partnering with schools, based on community need, to implement wellness policies and comprehensive strategies to promote student health.

#### Core Services Addressed:

- School Health Liaison
- Access and linkage to Clinical Care
- Immunizations

The liaison will coordinate health-related services across the school district, facilitate communication between schools and health providers, assist families in navigating healthcare systems, and monitor student health needs. The position will also oversee wellness initiatives and collaborate with public health agencies for screenings and prevention programs.

#### Activity Trackers Addressed (List after each program/initiative):

- Vision/ Hearing Screenings
- Education
  - Mental Health
  - Tobacco and vaping cessation
  - Anti bullying

- Health Promotion and Education
  - Trauma/injury prevention
  - Nutrition
  - Physical activity
- Emergency preparedness education
  - Stop the bleed
  - CPR
  - Overdose/ Naloxone
- Providing AED equipment
- Tobacco and Vaping Prevention Education
- Referrals to Brightpoint/ aid in insurance referrals
- Screening for food insecurity, free/reduced lunch

#### Plan for Measurable Outcomes:

We plan to integrate this role into our long-term staffing plan, pursue additional funding from public health departments and local foundations, and demonstrate impact through data collection to justify continued investment from stakeholders.

#### Outcomes Expected:

##### 1. Student Health Outcomes

- Increased access to care: More students receive timely medical, dental, and mental health services due to improved referral and coordination.
- Reduction in unmanaged chronic conditions: Fewer emergencies at school due to better management of asthma, diabetes, etc.
- Improved immunization compliance: Higher rates of required vaccinations through liaison coordination with local health providers.
- Early identification of health issues: More screenings and early interventions for vision, hearing, developmental, or behavioral concerns.

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##### 2. Academic & Attendance Outcomes

- Reduced absenteeism: Health-related absences will be decreased.
- Improved academic performance: Healthier students are more likely to attend regularly and engage in learning.

- Fewer disciplinary referrals: Improved mental and behavioral health support results in a decline in behavior-related incidents.
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### 3. Family & Community Engagement

- Stronger family-school-health provider collaboration: More families connected with needed services through a single point of contact.
  - Increased parent participation in health plans: More parents are actively involved in 504/IEP meetings, follow-up care, and school health events.
  - Better navigation of health systems: Families report improved ability to access and use insurance, Medicaid, or community clinics.
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### 4. Systems-Level Outcomes

- Improved coordination of care: School staff, nurses, and administrators have a designated liaison for student health concerns and referrals.
  - Data-driven decision making: Health trends tracked over time to guide school wellness initiatives and resource allocation.
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### 5. Capacity Building & Education

- Increased staff awareness: Teachers and staff are trained on student health warning signs and referral pathways.
- Student health literacy: Students receive regular education on nutrition, hygiene, mental health, and preventive care.

Budget Plan:

Budget to Date: 1/1/26- 12/31/26

PT Salaries (estimated- will be determined with negotiations in October 2025)	\$48,480.20
Benefits/ Social Security	\$3,708.74
Rental/phone/internet	\$5,670.00
Mileage/travel expenses	\$1,200.00
Conference expenses	\$1,200.00
Discretionary supplies to be shared among districts (i.e. Stop the Bleed kits, AEDs, etc.)	\$21,741.06
Total	\$82,000

Additional Information:

Glossary of Terms and Abbreviations (If applicable)