



**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 Live Well Kosciusko, ("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 ten thousand dollars (\$10,000) 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 ten thousand dollars (\$10,000).

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Indiana money is dispersed from the Kosciusko County Health Department to the Grantee until the date the agreement is no longer in effect. Success stories and reports shall be due quarterly until the date the agreement is no longer in effect.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 people screened for cancer through LHD activity (breast, colon cancer, etc)
- Number of individuals referred to a cancer screening
- Number of individuals connected with insurance navigation resources
- Number of individuals referred to the IDOH Breast and Cervical Cancer Program

- Number of people referred for chronic disease preventative care
- Number of cancer survivorship related services provided (smoking cessation resources, cancer support groups, respite opportunities for caregivers)
- Number of people provided education on Chronic Disease
- 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 Health First Kosciusko 1515 Provident Drive Ste 150, Warsaw, IN 46580 574-349-2609

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).

Live Well Kosciusko

Kosciusko County Health Department

"Grantee"

Lisa Harman

Authorized Representative Signature

Robert Weaver

Authorized Representative Signature

Lisa Harman, President

Robert Weaver, Administrator

Printed Name & Title

Printed Name & Title

11/18/25

11-18-25

Date

Date

Kosciusko County Commissioner

Caryl Groninger

Commissioner Printed Name

Kosciusko County Commissioner

Caryl Groninger

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)

EXHIBIT "A"

The following services are provided by the GRANTEE to the KOSCIUSKO COUNTY HEALTH DEPARTMENT: See Memorandum of Understanding and the attached proposal.

HEALTH FIRST KOSCIUSKO REQUEST FOR FUNDING

Organization Legal Name: Healthy Community Coalition of Kosciusko County. DBA Live Well Kosciusko

Name of Applicant/Contact Person: Jessica Camarena

Title of Applicant/Contact Person: Vice President of Programs

Phone Number: 574 – 372 - 3514

Email Address: jessica@livewellkosciusko.org

Physical Address: 1515 Provident Drive, Suite 255

Warsaw, IN 46580

Billing Address: Same as above

Board of Directors:

Barbara Ridley – President

Marlene Betances – Secretary

Jacolby Maxwell

Brandon Stewart

Lorena Olinger

Brenda Rigdon

Employee Names:

Lisa Harman – CEO & President

Jack Heeter – COO

Sandy Vera – VP of Operations

Jessica Camarena – VP of Programs

Vanessa Nigg – Coordinator

Alison Weeks – Coordinator

Emily Rodriguez – Coordinator

Mission or Vision Statement: Live Well Kosciusko is a local nonprofit on a mission to transform lives and grow a thriving and healthy community. Live Well Kosciusko envisions a future where every individual has the education and resources to experience a life of health and well-being.

Amount of Request: \$ 10,000

Total Project Cost: \$ 10,000

Project Start Date: January 1, 2026

Project End Date (If ongoing, state "Ongoing Project"): December 31, 2026

Executive Summary:

Kosciusko County is a rural community with approximately 80,364 residents (Census Bureau, 2023). A 2022 Community Needs Assessment conducted by Parkview Health identified cancer as one of the top health concerns in its service area and reported that Kosciusko had the highest age-adjusted incidence rate for breast cancer (Parkview Health, 2022). From 2016 to 2020, Kosciusko County had an age-adjusted female breast cancer incidence rate 139.3 per 2000 women and a mortality rate of 10.0 per 2000 women. Compared to all Indiana counties, Kosciusko ranks 18th in breast cancer incidence but 70th in breast cancer mortality (Indiana Cancer Registry, 2016-2020).

The Kosciusko Cancer Coalition, supported by Live Well Kosciusko, will lead the mobile mammography initiative. The coalition's Coordinator will manage all aspects of the project, including scheduling the mobile mammography unit, coordinating with IN-BCCP, Bowen Health, and local transportation providers, conducting targeted outreach to underserved populations, and ensuring follow-up communication with participants.

Personnel funding will cover a portion of the Coordinator's time and associated fringe benefits to carry out the project. Additional funds will support outreach supplies, promotional materials, and participant incentives to help reduce financial and structural barriers to screening. The Kosciusko Cancer Consortium will ensure accountability by providing regular progress reports, tracking outcomes, and maintaining strong communication with all stakeholders throughout the project period.

Programs/Initiatives:

Mobile Mammography Initiative – Kosciusko County

A community-based breast cancer screening initiative led by the Kosciusko Cancer Coalition in partnership with Parkview's Francine's Friends Mobile Mammography Coach. This initiative strategically schedules the mobile unit in underserved areas, provides targeted outreach, and reduces barriers to care through community partnerships, transportation assistance, and participant incentives.

Local and/or State KPIs Addressed:

Access to and Linkage to Clinical Care

- KPI: Number of local health departments providing accessible, equitable clinical services, such as those related to communicable diseases, to meet the needs of the community
- KPI: Number of local health departments engaging with the local and state health delivery system to address gaps and barriers to health services and connect the population to needed health and social services that support the whole person, including preventive and mental health services

Core Services Addressed:

- Chronic Disease Prevention
- Linkage to Clinical Care

Activity Trackers Addressed:

- Number of unique individuals served
- Number of individuals referred to a cancer screening
- Number of individuals provided for cancer screening
- Number of individuals connected with insurance navigation resources
- Number of Individuals referred to IDOH BCCP
- Number of people referred for chronic disease preventative care
- Number of cancer survivorship related services provided (smoking cessation resources, cancer support groups, respite opportunities for caregivers)
- Number of people provided education on Chronic Disease

Plan for Measurable Outcomes:

The project will host the Coach in Kosciusko County twice per month for 6 months. Each visit will screen up to 16 women. We will strategically schedule locations in underserved areas, work with community partners to promote events, and provide targeted outreach to populations with historically lower screening rates. Transportation assistance will be coordinated for individuals who face access barriers.

We will track the number of appointments scheduled, screenings completed, and demographics of participants.

Expected Outcomes:

- Number of Screening Events: 24 events (2 per month for 12 months)
- Potential Screening Capacity: Up to 384 women served (16 per day × 24 events)

Budget:

Description of Expense	Total Cost
Personnel	
Salaries and Wages	\$8197.28
Fringe	\$625.50
Contractual	\$0
Supplies	\$904.00
Travel	\$73.50
Other	
Promotion of events (ads, social media, radio, newspaper)	\$199.72
Total Budget Request	\$10,000

Additional Information:

Locations to Target: Milford, Mentone, Silver Lake, Etna Green, Atwood, Claypool, North Webster, Syracuse, Leesburg, and Warsaw/Winona Lake

Glossary of Terms and Abbreviations:

- **Indiana Breast Cancer and Cervical Cancer (IN-BCCP):** Program that provides access to breast and cervical cancer screenings, diagnostic testing, and treatment for underserved and underinsured women who qualify for services.
- **Coalition:** A group of community partners working together towards a common goal.

