



**AITKIN COUNTY HEALTH & HUMAN SERVICES**

204 First Street NW  
Aitkin, MN 56431

Phone: 800-328-3744/218-927-7200  
Fax: 218-927-7210

***Contract***

Aitkin County Health & Human Services and the Hill City Assembly of God Church

***Objective***

Space agreement for delivery of WIC Program services to Hill City and surrounding communities

***Opportunity***

Allows participants to experience less travel and closer proximity to WIC Clinic services

***Existing or New Contract***

Existing

***Changes to Existing Contract***

No Changes

***Timeline for Execution***

January 1, 2021 through December 31, 2021

***Conclusion***

ACHHS is asking that the board approve this contract.



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### WIC AGREEMENT – Hill City

**THIS AGREEMENT** between **AITKIN COUNTY HEALTH AND HUMAN SERVICES** hereafter referred to as the County and the **HILL CITY ASSEMBLY OF GOD CHURCH**, Hill City hereafter referred to as the Church, enter into this agreement for the purpose of hosting the Aitkin County WIC Program, beginning January 1, 2021 through December 31, 2021.

**IN CONSIDERATION** of the mutual promises, agreements, and understanding hereinafter set forth, it is agreed as follows:

1. The Church will provide space within their premises for the County to administer the Aitkin County WIC Program for eligible Women, Infants, and Children through WIC Clinics at a rate of \$45.00 per quarter for the use of the facility. (Quarterly payments due January, April, July and October.)

2. The County will hold the Clinic at the contracted location once a month.

3. The time and dates of the WIC Clinic will be:

Every third Tuesday of the month: 9:00 a.m. – 4:30 p.m.

Any changes in rental fees, times or dates will be negotiated between the County and the Church.

4. The Church will provide tables, chairs, heat and light for the County to carry out the WIC Clinic. The County agrees to leave the premises in the same condition as at the beginning of the Clinic.

5. The Church shall take all necessary steps to maintain and keep the premises in a safe and clean condition. This shall include (a) sidewalks and parking areas cleared of snow and ice and other obstructions; (b) stairways and walkways cleared of clutter and in safe repair; (c) electrical hazards removed from the County's area.

6. The County agrees to abide by all Federal and State nondiscrimination legislation to the effect that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color, national origin, age, sex, or handicap in regards to the WIC Program.

7. (When applicable) The Church agrees to administer all programs in accordance with the provisions contained in the Food and Nutrition Act of 2008, as amended, and in the manner prescribed by regulations issued pursuant to the Act; implement

"This institution is an equal opportunity provider."

the FNS- approved State Plan of Operation for the Supplemental Nutrition Assistance Program (SNAP) if required; comply with Title VI of the Civil Rights Act of 1964; section 11 (C) of the Food and Nutrition Act of 2008, as amended; the Age Discrimination Act of 1975; section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; Title IX of the Educational Amendments of 1972; and all requirements imposed by the regulations issued pursuant these Acts by the U.S. Department of Agriculture to the effect that, no person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, political beliefs, or religion, be excluded from participation in, be denied the benefits of, or otherwise subject to discrimination under SNAP;

8. (When applicable) The Church agrees to administer all programs in accordance with U.S. Department of Health and Human Services requirements imposed by the regulations pursuant to Title VI of the Civil Rights Act of 1964; the Age Discrimination Act of 1975; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; Title IX of the Educational Amendments of 1972; Section 1557 of the Patient Protection and Affordable Care Act of 2010. Comply with the regulations to the effect that, no person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, or religion, be excluded from participation in, be denied the benefits of, or otherwise subject to discrimination under U.S. Department of Health and Human Services programs;
9. (When applicable) The Church agrees to administer all programs and services in compliance with the Minnesota Human Rights Act, Public Services and Public Accommodations provisions; comply with all requirements imposed by the Minnesota Human Rights Act to the effect that, no person in Minnesota shall, on the grounds of race, color, national origin, religion, creed, sex, sexual orientation, marital status, public assistance status, or disability, be excluded from participation in, be denied the benefits of, or otherwise subject to discrimination under the Minnesota Human Rights Act. The Church and the County further agree to fully comply with any changes in Federal law and regulations. This agreement may be modified with the mutual consent of both parties;
10. (When applicable) The Church agrees that by accepting the Civil Rights Assurance it will compile data, maintain records, books and accounts; and submit reports as required to permit effective enforcement of the nondiscrimination laws. Your agency also agrees to permit authorized County, Federal and State personnel, during normal working hours, to review such records, books, accounts, and reports as need to determine compliance with the nondiscrimination laws;
11. (When applicable) The Church agrees to provide meaningful access to all participants in the SNAP program. Your agency must take reasonable steps to ensure that Limited English Proficiency (LEP) participants have meaningful access to programs, services, benefits, from your agency. This includes the requirement to provide bilingual program information and certification materials and

interpretation services to single- language minorities in certain project areas. Please include a copy of your agency's LEP Plan;

12. (When applicable) The Church agrees to attest that all employees administering services or programs under contract with Aitkin County, have received the Civil Rights power point training;
13. (When applicable) The Church certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363.073 (1998). This section only applies if the grant is for more than \$100,000 and the Contractor has employed forty or more full-time employees within the State of Minnesota on a single working day during the previous 12 months.
14. Termination of this agreement may be made by either party with sixty (60) days written notice of intention to the other party.

**IN WITNESS WHEREOF**, the COUNTY and the CHURCH agree that this agreement is effective from January 1, 2021 to December 31, 2021.

BY: \_\_\_\_\_ DATED: \_\_\_\_\_  
Chairperson  
Aitkin County Board of Commissioners

BY: \_\_\_\_\_ DATED: \_\_\_\_\_  
Cynthia Bennett, Director  
Aitkin County Health & Human Services

BY: *Lisa Jordan* DATED: *12.06.2020*  
Church Representative

PRINTED NAME: *Lisa Jordan*

ITS: *Pastor, Hill City Assembly of God*

**APPROVED AS TO FORM AND EXECUTION**

BY: \_\_\_\_\_ DATED: \_\_\_\_\_  
Jim Ratz  
Aitkin County Attorney