



Oklahoma County, Oklahoma

Oklahoma County, Pharmacy of Last Resort: Memorandum of Understanding

November 2024

Table of Contents

Memorandum Overview	2
Obligation Update	2
Covid Medical Claim Projections Obligation	3
Memorandum	3
I. Introduction	3
II. Project Details	3
III. Conditions on the Use of Funds	4
IV. Provision of Funds	4
V. Scope of Work	5
VI. Procurement of Goods or Services	5
VII. Binding Effect	5
VIII. Signatures	6

Memorandum Overview

Obligation Update

Treasurys [FAQ 17.1](#) clarifies how a recipient may incur an obligation.

- Under the rule adopted in 2021, an “obligation” means an order placed for property and services and entering into contracts, subawards, and similar transactions that require payment.
- Under the amendment to the rule adopted in 2023, an obligation also includes a requirement under federal law or regulation or provision of the SLFRF award terms and conditions to which a recipient becomes subject as a result of receiving or expending SLFRF funds.
- Treasury considers an interagency agreement meeting certain conditions to constitute a transaction requiring payment similar to a contract or subaward and therefore an obligation.

Per [FAQ 17.6](#) Treasury considers an interagency agreement, including an agreement in the form of a memorandum of understanding (MOU), to constitute a “transaction requiring payment” similar to a contract or subaward and therefore an obligation for purposes of the SLFRF rule, if the agreement satisfies one of the following conditions:

- it imposes conditions on the use of funds by the agency, department, or part of government receiving funds to carry out the program;
- it governs the provision of funds from one agency, department, or part of government to another to carry out an eligible use of SLFRF funds; or
- it governs the procurement of goods or services by one agency, department, or part of government from another

and the agreement also satisfies each of the following conditions:

- it sets forth specific requirements, such as a scope of work and project deliverables;
- it is signed by the parties to the agreement, or otherwise evidences that each party has assented to the agreement; and
- it does not disclaim any binding effect or state that it does not create rights or obligations

Oklahoma County, Pharmacy of Last Resort, Obligation

Memorandum

To: Department of Treasury
From: Project Management Office
Date: 11/27/24

I. Introduction

ARPA funds are designated to support initiatives that enhance public health. A pharmacy of last resort, which ensures access to essential medications for vulnerable populations, directly contributes to this goal. One of ARPA's core objectives is to address systemic health disparities exacerbated by the pandemic. Since the pharmacy primarily services the indigent and other underserved communities/ individuals disproportionately affected by COVID-19, directing funds here helps mitigate these disparities. This action embodies the ARPA provision designed to address the needs of those who have borne the brunt of the pandemic's adverse effects.

II. Project Details

The Oklahoma County pharmacy serves as an indispensable pillar within the healthcare system, providing vital services that extend far beyond the simple dispensation of medications. Its purpose is multifaceted, encompassing a broad spectrum of responsibilities aimed at ensuring the health and well-being of the community it serves. One of the primary purposes of the county pharmacy is to ensure that the indigent have convenient and reliable access to a wide range of prescription medications. By maintaining a well-stocked inventory, the pharmacy guarantees that individuals can receive the medications they need promptly, without the delays that might result from having to travel to distant locations.

Beyond dispensing drugs, the county pharmacy plays a critical role in medication management. Pharmacists are tasked with reviewing prescriptions for potential drug interactions, allergies, and appropriate dosages. They provide essential counseling to patients, educating them about the proper use of their medications, potential side effects, and the importance of adherence to prescribed treatment regimens. This personalized guidance helps to minimize risks and enhance the effectiveness of treatments.

Additionally, in times of emergency, the county pharmacy can be a critical resource. Whether it's during a natural disaster, a public health crisis, or an epidemic, pharmacies remain operational to provide essential medications and supplies. This resilience ensures that the community continues to have access to vital healthcare services during challenging times.

As stated, the purpose of the county pharmacy extends well beyond dispensing medications. It is a cornerstone of community health, providing essential services that promote accessibility, education, public health, chronic disease management, emergency preparedness, and economic

stability. Through its multifaceted roles, the county pharmacy contributes significantly to the well-being and resilience of the Oklahoma community, making them an indispensable component of the healthcare system.

III. Conditions on the Use of Funds

Through this memorandum the department will abide by the following conditions:

- a. Any funds not expended as authorized under this agreement must be refunded to the County before December 31, 2026.
- b. Any funds that are not expended by December 31, 2026, are subject to recapture by the County for return to the United States Department of the Treasury
- c. The Department has responsibility for identifying and recovering grant funds that were expended in error, disallowed, or unused.
- d. To ensure compliance with the existing ARPA guidelines set forth by the US Treasury, the department shall provide on a quarterly basis to the COUNTY a comprehensive and detailed list of all ARPA-related expenditures on an itemized invoice and shall also provide any backup documentation to support such expenditures. The department will also provide performance updates for all programs to show they are meeting key performance indicators.
- e. The Department will comply with all closeout procedures for the awards, including full compliance with the agreement terms and conditions, ARPA, SLFRF rule and guidance, and 2 CFR 200. Key tasks will be closeout communications, confirmation for maintenance of records and financial documents, receipt of all final reimbursement requests or payment requests, receipt of all financial reports and performance reports, fulfillment of any requests to reconcile reports and payment requests. The retention period per SLFRF compliance and reporting is 5 years.

IV. Provision of Funds

The Oklahoma Board of County Commissioners has authorized SLFRF and LATCF funds to the Oklahoma County Benefits and Retirement Department to cover cost of operational and prescription costs for the County indigent pharmacy through December 31, 2026.

The funding mechanism is as follows:

- SLFRF
 - Amount not to exceed \$30,954.59
 - Timeframe: November 1, 2024 - December 31, 2025
- LATCF
 - Amount not to exceed \$30,000.00
 - Timeframe: January 1, 2026 - December 31, 2026
- **Total Authorization: \$60,954.59**
- Total Timeframe: November 1, 2024 – December 31, 2026.

These funds are designated to cover the following costs:

- Prescriptions: The cost of purchasing medications
- Staff payroll: Salaries and benefits for pharmacist or other staff
- Licensing fees: Pharmacy permits, etc.
- Medical supplies

The Oklahoma Board of County Commissioners and the Benefits and Retirement Department have agreed to the terms within this memorandum of understanding for the continuation of payment to cover cost of operational and prescription costs for the County indigent pharmacy through December 31, 2026, utilizing project 4018: County Indigent Pharmacy.

V. Scope of Work

Project 4018: County Indigent Pharmacy

The Benefits and Retirement Department agrees to the following project conditions:

- Allocated funds will be used to cover operational and prescription costs incurred by the County when providing indigent services through the pharmacy until December 31, 2026.
- Eligible project expenditures will occur from 11/01/2024 – 12/31/2026.
- All funds must be expended by December 31, 2026, or they will be forfeited back to the Department of Treasury.
- The updated total authorized amount for this project **is not to exceed \$60,954.59**. With all funds remaining to expend (\$60,954.59) as of 11/27/2024.

VI. Procurement of Goods or Services

The Department will:

- a. Comply with 2 CFR 200 (Uniform Guidance) for accounting standards and cost principles.
- b. Comply with all STATE, COUNTY and 2 CFR 200 laws/rules related to procurement, including the Oklahoma County and 2 CFR 200 standards relating to conflict of interest.
- c. 2 CFR § 200.317 - When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§ 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§ 200.318 through 200.327.

VII. Binding Effect

The Oklahoma Board of County Commissioners and the Benefits and Retirement Department have agreed to the terms within this memorandum of understanding for the continuation of the County Indigent Pharmacy Project (4018) until December 31, 2026, with the remaining grant amount of \$60,954.59.

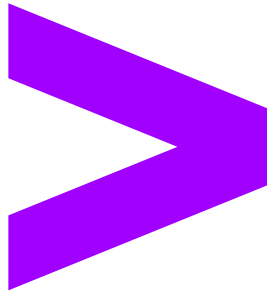
VIII. Signatures

Date:

COUNTY BENEFITS & RETIREMENT DEPARTMENT
[AGENCY/DEPARTMENT HEAD]

BOARD OF COUNTY COMMISSIONERS OF OKLAHOMA COUNTY
[CHAIRMAN]

ATTESTED BY: COUNTY CLERK
[COUNTY CLERK]



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