



Minnesota Department of Health Grant Award CoverSheet

You have received a grant award from the Minnesota Department of Health (MDH). Information about the grant award, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this cover sheet.

DATE: 5/20/20

ATTACHMENT: Grant Agreement, COVID-19 Health Care Response Grant

CONTACT FOR MDH: Carol Gronfor, 651-201-3842, carol.gronfor@state.mn.us

Grantee SWIFT Information	Grant Agreement Information	Funding Information
Legal Name of Grantee: City of Saint Paul Fire Department Assumed Name of Grantee:	Applicant ID: 1500977 Grant Agreement: 177088 Purchase Order: 3000075335	Total Grant Funds (all funding sources): \$283,186.00
Grantee SWIFT Vendor Number: 0000192898 SWIFT Vendor Location Code: 011	Period of Performance Start Date: Retroactive to March 18, 2020. Period of Performance End Date: February 15, 2021; all expenditures must be made by December 30, 2020.	Total State Grant Funds: \$283,186.00 Total Federal Grant Funds: \$0

Minnesota Department of Health

Grant Agreement

This grant agreement is between the State of Minnesota, acting through its Commissioner of the Department of Health (“MDH”) and City of Saint Paul Fire Department (“Grantee”). Grantee’s address is 645 Randolph Avenue, Saint Paul, MN 55102.

Recitals

1. MDH is empowered to enter into this grant agreement under Minn. Stat. § 144.0742 and 2020 Minn. Laws Ch. 70.
2. MDH is in need of eligible health care entities to plan for, prepare for, or respond to the outbreak of SARS-CoV-2 virus and coronavirus disease (COVID-19).
3. On March 3, 2020, the Commissioner of Health notified the Minnesota legislature of the growing public health crisis related to COVID-19 and requested access to the Public Health Response Contingency Account.
4. The vision of the Department of Health is for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Health equity is achieved when every person has the opportunity to attain their health potential. Grantee agrees, where applicable, to perform its work with advancing health equity as a goal.
5. Grantee represents that it is duly qualified and will perform all the duties described in this agreement to the satisfaction of MDH. Grantee agrees to minimize administrative costs as a condition of this grant pursuant to Minn. Stat. § 16B.98, subd. 1.
6. The COVID-19 grant resources are intended to offer immediate financial support in order for grantees to implement a timely response to COVID-19; any funds that cannot be used by December 30, 2020 should be returned to MDH as soon as possible for redistribution to others with unmet need.

Grant Agreement

1. Term of Agreement

1.1. Effective Date

May 22, 2020, or the date the State obtains all required signatures under Minnesota Statutes, section 16B.98, whichever is later.

Because of the public health crisis that began on March 3, 2020, the peacetime emergency declared by the Governor on March 13, 2020, and 2020 Session Laws, Ch.

70, which was signed into law on March 17, 2020, this grant agreement retroactively authorizes expenses incurred for qualified work performed and qualified expenses incurred on or after March 18, 2020.

Per Minn. Stat. § 12.36, during a peacetime emergency payments may be made to the Grantee prior to the contract being fully executed if such payments are determined by the Commissioner of Health to be in the best interests of the state.

1.2. Expiration Date

This contract expires February 15, 2021, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first. Expenditures funded by this contract must be made by December 30, 2020.

1.3. Survival of Terms

The following clauses survive the expiration or cancellation of this grant contract:

4.2 Terms of Payment; 8. Liability; 9. State Audits; 10. Government Data Practices and Data Disclosure; 11. Ownership of Equipment; 12. Intellectual Property; 14. Publicity and Endorsement; and 16. Governing Law, Jurisdiction, and Venue.

2. Grantee's Duties

Grantee, who is not a state employee, shall: Perform the duties specified in Exhibit A which is attached and incorporated into this grant agreement.

3. Time

Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence, and failure to meet a deadline may be a basis for a determination by MDH's Authorized Representative that Grantee has not complied with the terms of the grant.

Grantee is required to perform all of the duties recited above within the grant period. MDH is not obligated to extend the grant period.

4. Consideration and Payment

4.1. Consideration

MDH will pay for all services performed by Grantee under this grant agreement as follows:

4.1.1. Compensation.

Grantee will be paid for expenditures occurring between March 18, 2020 and December 30, 2020, according to the Terms and Conditions of Funding and the breakdown of costs contained in Exhibit B, which is attached and incorporated into this agreement.

4.1.2. Total Obligation

The total obligation of MDH for all compensation and reimbursements to Grantee under this agreement will not exceed Two Hundred Eighty Three Thousand One Hundred Eighty Six Dollars (\$283,186.00).

4.1.3. Grant-Related Travel and Subsistence Expenses Precluded

No grant funds may be used for the Grantee's travel or subsistence expenses incurred in connection with this Agreement.

4.1.4. Budget Modifications

Modifications greater than 25 percent of any budget line item in the most recently approved budget incorporated in Exhibit B requires prior written approval from MDH and must be indicated on submitted reports. Failure to obtain prior written approval for modifications greater than 25 percent of any budget line item may result in denial of modification request, loss of funds, or both. Modifications equal to or less than 25 percent of any approved budget line item are permitted without prior approval from MDH provided that such modification is indicated on submitted reports and that the total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed in 4.1.2.

4.2. Terms of Payment**4.2.1. Advance Payment**

MDH will promptly pay Grantee an advance payment for the entire award amount upon grant agreement execution.

Grantee must maintain detailed documentation of all expenditures to submit to MDH when requested. MDH will provide guidance regarding the information to be submitted, the date to be submitted, and in what format the information should be submitted.

Your grant award could be funded in part from federal financial assistance provided to MDH. Grantee will provide any other information as requested by the State to ensure adherence to federal administrative requirements.

MDH reserves the right to reduce or rescind the grant agreement if grantee fails to timely submit required financial expenditure reports and a spenddown strategy, if applicable, that demonstrate the need for and ability to spend grant funds within the grant period.

4.2.2. Reconciliation Requirements

In order to maximize the benefits of the funds under this program, MDH will redistribute unspent grant funds if grantees received more funding than they can use within the time specified in Section 4.2.3. Grantees will be required to provide an interim financial report by the close of business on November 23,

2020. This report must include a spend-down strategy if any grant funds remain unspent, or alternatively, a statement of balance to be returned.

Grantee must track all expenditures and be able to account for all funds during a future financial reconciliation that must be completed prior to February 15, 2021.

4.2.3. Return of Funds

Grantee must return any funds not spent through December 30, 2020 to MDH. Grantee must also return any funds that were used for purposes not authorized under this agreement.

Any funds identified for return during the financial reconciliation must be repaid by grantee on or before 11:59 PM CST on February 15, 2021.

Outstanding balances not paid by the deadlines outlined in this section become a debt owed to MDH and will be referred to the Minnesota Department of Revenue for collection and revenue recapture.

4.2.4. Funding or Assistance from Other Sources

For costs funded under this grant that are subsequently supplanted by other sources of funding made available to Grantee, Grantee agrees to exhaust those other funding options first and either return any funds received under this agreement for those costs or submit a request to amend this contract to use this grant funding for other purposes, notwithstanding the flexibility allowed in Section 4.1.4. Funds returned to MDH must be received no later than February 15, 2021.

If Grantee receives reimbursement from another source for expenses paid for from the Public Health Response Contingency Funds and/or Health Care Response Funds, the Grantee will be required to repay the State in an amount equal to the reimbursement from the other funding source or seek an amendment to allow the funds to be used for a different eligible expense.

5. Conditions of Payment

5.1. Requirements of Receiving Grant Funds

All services provided by Grantee pursuant to this agreement must be performed to the satisfaction of MDH, as determined in the sole discretion of its Authorized Representative. Further, all services provided by Grantee must be in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. Requirements of receiving grant funds may include, but are not limited to: financial reconciliations of payments to Grantees, site visits of Grantee, programmatic monitoring of work performed by Grantee and program evaluation. Grantee will not be paid for work that MDH deems unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation.

5.2 Requirements for Accepting Grant funds

As a condition for accepting a grant under this program to plan for, prepare for, or respond to the COVID-19 outbreak:

Grantees must agree not to bill uninsured patients for the cost of COVID-19 screening, testing or treatment.

In the provision of COVID-19 services, Grantees that do not participate in a patient's health care network must accept the median network rate as payment in full for the screening, testing or treatment provided to the patient; further, the grantee agrees not to bill the patient any amount in excess of the cost-sharing that would apply if the Grantee was in-network.

6. Authorized Representatives

6.1. State's Authorized Representative

MDH's Authorized Representatives for purposes of administering this agreement, Carol Gronfor, Supervisor, Office of Rural Health and Primary Care, P.O. Box 64882, St. Paul MN 55164-0882, 651.201.3842, carol.gronfor@state.mn.us, and Zora Radosevich, Director, Office of Rural Health and Primary Care, P.O. Box 64882, St. Paul MN 55164-0882, 651.201.3859 or their successors, have the responsibility to monitor Grantee's performance and the final authority to accept the services provided under this agreement.

6.2. Grantee's Authorized Representative

Grantee's Authorized Representative is Matthew Simpson, City of Saint Paul Fire Department, 645 Randolph Avenue, Saint Paul, MN 55102; (651) 228-6270, matthew.simpson@ci.stpaul.mn.us, or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this agreement. If Grantee selects a new Authorized Representative at any time during this agreement, Grantee must immediately notify MDH in writing, via e-mail or letter.

7. Assignment, Amendments, Waiver, and Grant Agreement Complete

7.1. Assignment

Grantee shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of MDH.

7.2. Amendments

If there are any amendments to this agreement, they must be in writing. Amendments will not be effective until they have been executed and approved by MDH and Grantee.

7.3. Waiver

If MDH fails to enforce any provision of this agreement, that failure does not waive the provision or MDH's right to enforce it.

7.4. Grant Agreement Complete

This agreement contains all the negotiations and agreements between MDH and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

8. Liability

Each party agrees that it will be responsible for its own acts and omissions and those of its employees, representatives and agents in carrying out the terms of this Agreement and the results thereof to the extent authorized by law and shall not be responsible for the acts and omissions of the other party and the results thereof. The liability of the Grantee, its employees, representatives and agents shall be governed by provisions of Minnesota Statutes Chapter 466, et. seq. and other applicable law.

9. State Audits

The books, records, documents, and accounting procedures and practices of Grantee and any other party that are relevant to this agreement are subject to examination under Minn. Stat. § 16B.98, subd. 8, by MDH and the Minnesota State Auditor or the Minnesota Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Data Disclosure

10.1. Government Data Practices

Grantee and MDH must comply with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, as it applies to all data provided by MDH under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this agreement Pursuant to Minn. Stat. § 13.05, subd. 11(a). The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either Grantee or MDH.

If Grantee receives a request to release the data referred to in this clause, Grantee must immediately notify MDH. MDH will give Grantee instructions concerning the release of the data to the requesting party before any data is released. Grantee's response to the request must comply with the applicable law.

10.2. Data Disclosure

Grantee consents to disclosure of its social security number, federal employee tax identification number, or Minnesota tax identification number – which may have already been provided to MDH – to federal and state tax agencies and state personnel involved in the payment of state obligations pursuant to Minn. Stat. § 270C.65, subd. 3, and all other applicable laws. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

11. Ownership of Equipment

MDH shall have the right to require transfer of all equipment purchased with grant funds (including title) to MDH or to an eligible non-State party named by MDH. This right will normally be exercised by MDH only if the project or program for which the equipment was acquired is transferred from one grantee to another.

12. Ownership of Materials and Intellectual Property Rights**12.1. Ownership of Materials**

MDH shall own all rights, title and interest in all of the materials conceived or created by Grantee, or its employees or subgrantees, either individually or jointly with others and which arise out of the performance of this grant agreement, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (“materials”).

Grantee hereby assigns to MDH all rights, title and interest to the materials. Grantee shall, upon request of MDH, execute all papers and perform all other acts necessary to assist MDH to obtain and register copyrights, patents or other forms of protection provided by law for the materials. The materials created under this grant agreement by Grantee, its employees or subgrantees, individually or jointly with others, shall be considered “works made for hire” as defined by the United States Copyright Act. All of the materials, whether in paper, electronic, or other form, shall be remitted to MDH by Grantee. Its employees and any subgrantees shall not copy, reproduce, allow or cause to have the materials copied, reproduced or used for any purpose other than performance of Grantee’s obligations under this grant agreement without the prior written consent of MDH’s Authorized Representative.

12.2. Intellectual Property Rights

Grantee represents and warrants that materials produced or used under this grant agreement do not and will not infringe upon any intellectual property rights of another including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend MDH, at Grantee’s expense, from any action or claim brought against MDH to the extent that it is based on a claim that all or parts of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this grant agreement, amendments and supplements thereto, which are attributable to such claims or actions. If such a claim or action arises or in Grantee’s or MDH’s opinion is likely to arise, Grantee shall at MDH’s discretion either procure for MDH the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive of other remedies provided by law.

13. Workers’ Compensation

Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, which pertains to workers’ compensation insurance coverage. Grantee’s employees and agents, and any

contractor hired by Grantee to perform the work required by this Grant Agreement and its employees, will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees, and any claims made by any third party as a consequence of any act or omission on the part of these employees, are in no way MDH's obligation or responsibility.

14. Publicity and Endorsement

14.1. *Publicity*

Any publicity given to the program, publications, or services provided resulting from this grant agreement, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee or its employees individually or jointly with others, or any subgrantees shall identify MDH as the sponsoring agency and shall not be released without prior written approval by MDH's Authorized Representative, unless such release is a specific part of an approved work plan included in this grant agreement.

14.2. *Endorsement*

Grantee must not claim that MDH endorses its products or services.

15. Termination

15.1. *Termination by MDH or Grantee*

MDH or Grantee may cancel this grant agreement at any time, with or without cause, upon thirty (30) days written notice to the other party.

15.2. *Termination for Cause*

If Grantee fails to comply with the provisions of this grant agreement, MDH may terminate this grant agreement without prejudice to the right of MDH to recover any money previously paid. The termination shall be effective five business days after MDH mails, by certified mail, return receipt requested, written notice of termination to Grantee at its last known address.

16. Governing Law, Jurisdiction, and Venue

This grant agreement, and amendments and supplements to it, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this grant agreement, or for breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

17. Lobbying

Ensure funds are not used for lobbying, which is defined as attempting to influence state or federal legislators or other public officials on behalf of or against proposed legislation. This requirement also applies to any subcontractors paid with these funds. Providing education about the importance of policies as a public health strategy is allowed. Education includes providing facts, assessment of data, reports, program descriptions, and information about budget issues and population impacts, but stopping short of making a recommendation on a specific piece of legislation. Education may be provided to legislators, public policy makers, other decision makers, specific stakeholders, and the general community.



18. Counterparts

The State and the Governmental Units may sign this Agreement in counterparts, each of which constitutes an original, but all of which together constitute one instrument.

19. Electronic Signatures

The State and Governmental Unit agree that the electronic signature of a party to this Agreement be valid as an original signature of such party and shall be effective to bind such party to this Agreement. The parties further agree that any document including this Agreement containing, or to which there is affixed, an electronic signature shall be deemed (i) to be “written” or “in writing,” (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written when printed from electronic files. For purposes hereof, “electronic signature also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g. via PDF) of an original signature. Any party’s failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.



[Signatures on following page]



APPROVED:

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

DocuSigned by:
By: Amy Jellison

D07AFBEC2763409...
Amy Jellison

Print name: _____

Date: 6/1/2020

SWIFT Contract/PO No(s). 177088 / 3-75335

2. Grantee

Grantee certifies that the appropriate persons(s) have executed the grant agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Print name: Matthew Simpson

Title: _____

Date: _____

By: _____

Print name: _____

Title: _____

Date: _____

By: _____

Print name: _____

Title: _____

Date: _____

By: _____

Print name: _____

Title: _____

Date: _____



3. Minnesota Department of Health

Grant Agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05.

By: _____ (with delegated authority)

Print name: _____

Title: _____

Date: _____

Distribution:

Agency – Original (fully executed) Grant Agreement

Grantee

State Authorized Representative

EXHIBIT A**COVID-19 EMERGENCY RESPONSE GRANT - GRANTEE'S DUTIES****Grantee Legal Name: City of Saint Paul Fire Department****Grantee Assumed Name:**

In response to COVID-19, Grantee shall:

Committed	Activity	Activity Description
	1	Establish and operate temporary site(s) to provide testing, treatment beds, isolation or quarantine of affected individuals.
	2	Temporarily convert space for another purpose that will revert to its original use.
X	3	Pay support staff overtime, hire additional staff, or both.
	4	Provide staff training, staff orientation, or both. (Does not include costs of layoffs, wages paid while on leave or in isolation or quarantined)
X	5	Purchase consumable protective or treatment equipment or supplies to protect or treat staff, visitors or patients.
	6	Develop and implement screening and testing procedures.
	7	Conduct patient outreach activities.
X	8	Provide emergency transportation of patients.
	9	Support patient triage, screening, and telemedicine activities with additional temporary information technology and systems.
	10	Purchase replacement parts or filters for medical equipment that are necessary for the equipment's operation.
	11	Purchase specialty cleaning supplies for facilities and equipment.
	12	Provide space and necessary resources for the isolation or quarantine of staff, not including payment of wages for staff being isolated or quarantined.
	13	Other-
X	14	Track the following: <ul style="list-style-type: none"> • Number of patients tested for COVID-19 • Number of patients treated for COVID-19 • Number of patients referred to another entity for treatment of COVID-19 • Number of patients transported to another entity for treatment of COVID-19
X	15	Provide the state with progress reports on project activities. The reporting schedule is as follows: <ul style="list-style-type: none"> • Report 1 due August 30, 2020 • Report 2 due October 15 with spenddown strategy • Report 3 due November 23, 2020 • Report 4 due January 30, 2021. Final report.
X	17	Provide the state with financial reports documenting expenditures with attached supporting proof of expenditures: <ul style="list-style-type: none"> • Report 1 due August 30, 2020 • Report 2 due October 15 with spenddown strategy for remainder of the year • Report 3 due November 23, 2020, including expenses year to date. • Report 4 due January 30, 2021. Final report • Reconciliation and payback on unspent funds February 15, 2021

EXHIBIT B

COVID-19 EMERGENCY RESPONSE GRANT - GRANTEE'S DUTIES

Grantee Legal Name: City of Saint Paul Fire Department
Grantee Assumed Name:

Funding Terms and Conditions

- The Grantee **may** incur expense modifications that are **equal to or less than 25 percent** of any of the budget line items identified in this Exhibit **without** obtaining prior approval from one of the State's Authorized Representatives.
- The Grantee **may not** incur expense modifications that are **greater than 25 percent** of any budget line items identified in this Exhibit without first contacting one of the State's Authorized Representatives, as set forth in Article 6.1 of this Agreement. One of the State's Authorized Representatives must furnish the Grantee with written approval to proceed before the Grantee may incur an expense at this dollar level.
- Only expenses that are **related to grant-approved activities**, as defined in Exhibit A to this Agreement, **may be** billed to this grant.
- Grant funds may only be used for locations operating in Minnesota and for services provided exclusively in Minnesota.
- Expenses that are **unrelated to grant-approved activities**, as defined in Exhibit A, **will not** be reimbursed.
- Only work occurring **on or after March 18, 2020** qualifies as an approved expense.
- Other types of ineligible expenses include, but are not limited to:
 - Any expenses incurred **before March 18, 2020 or after December 30, 2021**;
 - Any expenses not tied directly to COVID-19 planning and response; Expenses covered or reimbursable by another funding source, including 5.2 defined as payment in full for medical services;
 - Fundraising;
 - Advertising or other general promotion of the Grantee;
 - Taxes, except sales tax on goods and services;
 - Lobbyists or political contributions;
 - Bad debts or late payment fees;
 - Medical claims expenses for staff, clients, patients or residents;
 - Bad debts, late payment fees, finance charges; and

- Contingency funds created to offset unknown future costs; food for staff; lost revenue due to COVID-19 epidemic; indirect costs; wages for staff in isolation or quarantine; and social supports for clients unrelated to medical care, such as cash assistance or housing subsidies.

Approved Expense/Activity		Total Amount
Salaries & Fringe:		\$139,893.00
Clinical Services	\$0.00	
Training	\$0.00	
Transportation	\$139,893.00	
Testing	\$0.00	
Outreach	\$0.00	
Salaries Other:	\$0.00	
Supplies:		\$143,293.00
COVID-19 Test	\$0.00	
PPE	\$143,293.00	
Specialized Cleaning Supplies	\$0.00	
Supplies Other:	\$0.00	
Equipment		\$0.00
COVID-19 Test Lab Equipment	\$0.00	
Ventilator	\$0.00	
Equipment Other:	\$0.00	
Construction:		\$0.00
Temporary sites	\$0.00	
Conversion	\$0.00	
Other:		\$0.00
Shipping and Courier	\$0.00	
Temporary Technology	\$0.00	



Approved Expense/Activity		Total Amount
Emergency Client Transportation	\$0.00	
Associated Costs of Staff Isolation and Quarantine	\$0.00	
Temporary site non construction	\$0.00	
Other:	\$0.00	
Total Expenses:		\$283,186.00

Certificate of Completion

Envelope Id: 59CED66A660541E59B541DE62D74F23C	Status: Sent
Subject: Please DocuSign: COVID-19 Health Care Response - 1500977	
Source Envelope:	
Document Pages: 16	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Joey Lee
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	625 Robert St. N
	PO Box 64975
	St. Paul, MN 55164
	joseph.lee@state.mn.us
	IP Address: 156.98.136.27

Record Tracking

Status: Original 6/1/2020 11:20:49 AM	Holder: Joey Lee joseph.lee@state.mn.us	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Department of Health	Location: DocuSign

Signer Events

Amy Jellison
amy.m.jellison@state.mn.us
Minnesota Department of Health
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

D07AFBEC2763409...

Signature Adoption: Pre-selected Style
Using IP Address: 156.98.136.27

Timestamp

Sent: 6/1/2020 11:22:21 AM
Viewed: 6/1/2020 12:21:11 PM
Signed: 6/1/2020 12:21:27 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Matthew Simpson
matthew.simpson@ci.stpaul.mn.us
Security Level: Email, Account Authentication (None)

Sent: 6/1/2020 12:21:31 PM
Viewed: 6/1/2020 12:24:30 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

MDH FiM with Delegated Authority to Execute Grants/Contracts

Signing Group: MDH FiM with Delegated Authority to Execute Grants/Contracts
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events

Status

Timestamp

Carbon Copy Events	Status	Timestamp
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Carol Gronfor

Carol.Gronfor@state.mn.us

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jill LaCasse

jill.lacasse@ci.stpaul.mn.us

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sabrina Sutter

Sabrina.Sutter@state.mn.us

Seth Rasmussen

Seth.Rasmussen@state.mn.us

Signing Group: MDH Encumbrance Officers

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent

Hashed/Encrypted

6/1/2020 12:21:31 PM

Payment Events	Status	Timestamps
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Certificate Of Completion

Envelope Id: 6EF28D40246246DFAA4C30DA98BDB1A1	Status: Sent
Subject: Please DocuSign: COVID-19 Health Care Response - 1500977	
Source Envelope:	
Document Pages: 21	Signatures: 0
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Joey Lee
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	625 Robert St. N
	PO Box 64975
	St. Paul, MN 55164
	joseph.lee@state.mn.us
	IP Address: 156.98.136.27

Record Tracking

Status: Original	Holder: Joey Lee	Location: DocuSign
7/1/2020 5:07:17 PM	joseph.lee@state.mn.us	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Department of Health	Location: DocuSign

Signer Events

Signature	Timestamp
Matthew Simpson	Sent: 7/1/2020 5:10:28 PM
matthew.simpson@ci.stpaul.mn.us	Viewed: 7/2/2020 6:05:50 AM
Security Level: Email, Account Authentication (None)	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

MDH FiM with Delegated Authority to Execute Grants/Contracts

Signing Group: MDH FiM with Delegated Authority to Execute Grants/Contracts
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Amy Jellison
amy.m.jellison@state.mn.us
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
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Carol Gronfor
Carol.Gronfor@state.mn.us
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Jill LaCasse
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Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Sabrina Sutter
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Seth Rasmussen
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Signing Group: MDH Encumbrance Officers
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	7/1/2020 5:10:28 PM
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Payment Events	Status	Timestamps
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