



MEMORANDUM

TO: Administrative Committee

From: Nancy McKenney, RDH, MS, Public Health Director

Date: July 30, 2015

RE: Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester

The purpose of this Memorandum is to request permission to enter into an Interagency Memorandum of Understanding with Manitowoc County Health Department for the purchase and use of a [PortaCount Pro Respiratory Fit Tester](#) from August 1, 2015 - July 31, 2020. Eleven health departments are participating in this partnership: Door County, Calumet County, Green Lake County, Kewaunee County, Manitowoc County, Marquette County, City of Menasha, Oconto County, Outagamie County, Winnebago County and Waushara County.

Analysis

The City of Menasha Safety Program includes annual respiratory protection fit testing. Currently, the fit testing is qualitative, which uses a person's sense of taste or smell, or reaction to an irritant in order to detect leakage into the respirator facepiece. Qualitative fit testing does not measure the actual amount of leakage.

The Portacount Pro+ OSHA-Compliant Respirator Fit Tester is a quantitative fit testing system for N95 and all types of other respirators. Quantitative fit testing uses a machine to measure the actual amount of leakage into the facepiece and does not rely upon the person's sense of taste, smell, or irritation in order to detect leakage.

This MOU includes a 5-year warranty, annual calibration, fit tester use and staff training.

Fiscal Impact

The City of Menasha Health Department proposes to use Public Health Emergency Preparedness Supplemental Ebola Funding to fund the one time user fee of \$1,600 (1/11th of the purchase price).

Recommendation

Staff recommends that the City of Menasha Health Department enter into an Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester with Manitowoc County Health Department from August 1, 2015 - July 31, 2020.

Interagency Memorandum of Understanding for PortaCount Pro + Respirator Fit Tester

Purpose and Scope:

A respiratory protection program that includes annual fit testing is key to the organization's OSHA compliance as well as staff's comfort and protection. The Portacount Pro+ OSHA-Compliant Respirator Fit Tester will be purchased for the use of quantitative fit testing for N95 and all types of other respirators. The following health departments are participating in this partnership: Door County, Calumet County, Green Lake County, Kewaunee County, Manitowoc County, Marquette County, City of Menasha, Oconto County, Outagamie County, Winnebago County and Waushara County.

Manitowoc County Health Department Responsibilities:

1. Purchase the PortaCount Pro + with a 5 year warranty which includes yearly calibration.
2. Arrange for yearly calibration in July.
3. Charge participating health departments a onetime user fee of \$1,600
4. Facilitate the transfer of the PortaCount Pro + to the other county health departments for up to one month of use.
5. Arrange for onsite training at the Manitowoc County Health Department for using the PortaCount Pro + machine.
6. Purchase supplies for N95 fit testing.

Participating Health Departments Responsibilities:

1. Pay the onetime user fee of \$1,600 to Manitowoc County Health Department within 60 days of receiving the invoice.
2. Coordinate the transfer of the PortaCount Pro + Fit Tester to participating counties or the Manitowoc County Health Department.
3. Use the PortaCount Pro + to fit test within the county and will not loan out to other agencies that are not trained in the use of the machine.
4. Complete fit tests within one month of obtaining the machine.
5. Maintain local records of fit testing.
6. Participate in training for the use of the PortaCount Pro + at the Manitowoc County Health Department.
7. Purchase adaptive supplies for cartridge or SCBA fit testing.

Assigned Month of Use:

Door County = May
Calumet County = February
Green Lake County = November
Kewaunee County = June
Manitowoc County = August
Marquette County = October

City of Menasha = December
Oconto County = April
Outagamie County = March
Winnebago County = January
Waushara County = September
Calibration = July

Period of Agreement:

This agreement is valid August 1, 2015 through July 31, 2020. Manitowoc County Health Department will maintain ownership of the Portacount Pro + Respirator Fit Tester. A new MOU will be negotiated before the end of this agreement for continued use of the equipment.

Rhonda Kohlberg Date
Door County

Nancy McKenney Date
City of Menasha

Bonnie Kolbe Date
Calumet County

Deb Konitzer Date
Oconto County

Kathy Munsey Date
Green Lake County

Mary Dorn Date
Outagamie County

Cindy Kinnard Date
Kewaunee County

Doug Gieryn Date
Winnebago County

Amy Wergin Date
Manitowoc County

Patti Wohlfeil Date
Waushara County

Jayme Schenk Date
Marquette County