

MEMORANDUM OF UNDERSTANDING BETWEEN
THE VILLAGE OF OAK PARK AND COOK COUNTY

This Memorandum of Understanding (“MOU”), while not a legally binding document, does indicate a voluntary agreement between the Village of Oak Park (“Village”) and Cook County, through the Cook County Department of Public Health (“CCDPH”), to cooperate in the implementation of the United States Housing and Urban Development (“HUD”) Lead Hazard Reduction Grant Program (“Program”).

Funding is provided through HUD to maximize the number of children under the age of six protected from lead poisoning by assisting states, cities, counties/parishes, Native American Tribes or other units of local government in undertaking comprehensive programs to identify and control lead-based paint hazards in eligible privately-owned rental or owner-occupied housing populations. To be eligible for the Program, units must be built before than 1978; income qualifications for applicants must be met, and children under six years old must live or spend “significant time” in the unit or a pregnant woman must reside in the unit.

The terms and conditions, including responsibilities of the Village, and CCDPH are listed below.

1. **Term of MOU:** This MOU shall begin at notice of grant award by HUD, and shall expire at the end of the grant term (42 months).
2. **CCDPH Provisions.** CCDPH will provide the following services:
 - a. Provide and manage all aspects of lead risk assessment, subsequent lead-based paint hazard remediation, and clearance in homes in the Village’s jurisdiction that qualify for the Program under the terms of the Program.
 - b. Ensure that licensed lead abatement contractors obtain all necessary licensing and permits, and deliver the services in accordance with Federal, State and local laws and regulations.
 - c. Monitor all work by lead abatement contractors to ensure high-quality service provision to clients in the Program.
 - d. As allowed by the provisions of the Program, and in collaboration with the Village provide funding to support:
 - i. Outreach, education and publicity that support increased knowledge of lead-based paint hazards.
 - ii. Completion of program applications for program enrollment by eligible applicants.
3. **Village Provisions:** The Village will provide the following services:
 - a. Promote the Program in its jurisdiction through completion of education and outreach activities that include, but are not limited to, media promotions, social media outreach, school, community-based and faith-based organization engagement, and use of the jurisdiction’s departments and programs (ex: building department, landlord groups, or rental registration programs) to

- promote knowledge or and applications to the program.
- b. Assist with identifying and recruiting residents to participate in the Program.
 - c. Work with CCDPH to develop collateral materials that explain the Program and enrollment process.
 - d. Provide a Program webpage and web-based form customers may use to apply for services.
 - e. Provide a telephone number that residents in the jurisdiction may call to ask questions, enroll, and receive assistance as needed.
 - f. Report on outreach activities to CCDPH for inclusion in HUD quarterly reporting and for collaboration monitoring and evaluation.

4. **Termination:** This MOU may be terminated by either party, for any reason, by giving 30 days written notice.

The undersigned agree that the foregoing is in accordance with their understanding, and that they will work in good faith to meet their respective responsibilities set forth herein.

Cara Pavlicek, Village Manager

Date

Israel Rocha
Chief Executive Officer
Cook County Department of Public Health

Date

Acknowledged by:

Kiran Joshi
Co-Lead and Senior Medical Officer
Cook County Department of Public Health

Date