

**SUB-GRANTEE AWARD  
MEMORANDUM OF UNDERSTANDING BETWEEN  
PASSAIC COUNTY DEPARTMENT OF HEALTH  
AND  
THE CITY OF CLIFTON HEALTH DEPARTMENT  
FOR PUBLIC HEALTH NURSE CASE MANAGEMENT SERVICES/AND OR  
ENVIRONMENTAL INSPECTIONS FOR CHILDHOOD LEAD POISONING**

This Memorandum of Understanding (“MOU”) is made and entered into between the Passaic County Department of Health and the Clifton Health Department regarding activities related to the delivery of public health nurse case management services and/or environmental inspections from the Clifton Health Department located at 900 Clifton Avenue, Clifton NJ, for lead-burdened children whose jurisdiction covers City of Clifton and the Township of Little Falls, and the Passaic County Department of Health. The Clifton Health Department will receive funding from the Passaic County Department of Health to perform all public health nurse case management services and/or environmental inspections for lead burdened children in its jurisdiction.

**I. PURPOSE**

The purpose of this MOU is to provide a framework for cooperation between the Passaic County Department of Health and the Clifton Health Department in developing a sub-grantee award relationship for the delivery of public health nurse case management services and/or environmental inspections for lead-burdened children in the jurisdictions covered by the Clifton Health Department. The Clifton Health Department is mandated to provide public health nurse case management services and/or environmental inspections to lead-burdened children living in their jurisdiction. The Passaic County Department of Health, a current Childhood Lead Exposure Project (CLEP) grantee through the New Jersey Department of Health, has agreed to enter into a sub-grantee award agreement with the Clifton Health Department to support the provision of nurse case management services and/or environmental inspections in accordance with N.J.A.C. 8:51 (Childhood Lead Poisoning), between July 1, 2026, and June 30, 2029, as long as funding is sustained.

**II. BACKGROUND**

Passaic County Department of Health and Clifton Health Department share common priorities and interests in primary and preventive care services delivery. Each organization has unique competencies through which it addresses this goal. The Passaic County Department of Health and Clifton Health Department recognize that, by forming a sub-grantee award relationship, they can capitalize on the individual strengths of each organization to achieve the established goals and objectives for public health services delivery and those of related interest.

The Passaic County Department of Health is a state-certified, local health department which provides public health services to the residents of Passaic County, New Jersey. In the course of providing such care, the Passaic County Department of Health is responsible under N.J.A.C. 8:51 to investigate all cases involving lead-burdened children in its jurisdiction, specifically environmental intervention and nursing case management.

The Clifton Health Department is a state-certified local health department located in the City of Clifton, which provides public health services to the residents of the City of Clifton and the Township of Little Falls. The Clifton Health Department will be a sub-grantee of CLEP, and has agreed to provide nurse case management and/or environmental inspection in accordance with N.J.A.C. 8:51 (Childhood Lead Poisoning) between July 1, 2026 and June 30, 2029.

The Passaic County Department of Health and the Clifton Health Department are uniquely positioned to provide leadership in Passaic County, the City of Clifton and the Township of Little Falls through their mission to serve the interests of individuals in accessing quality public health services to expand health access, reduce health disparities, increase health outcomes, and improve the quality of life of residents.

### III. STATEMENT OF RESPONSIBILITIES

In consideration of the above mutual interests and objectives, the parties agree to do the following.

Passaic County Department of Health will:

1. Permit the Clifton Health Department to provide public health nurse case management services, including home visits and/or environmental inspections in accordance with N.J.A.C. 8:51 for lead-burdened children living in jurisdictions covered by the Clifton Health Department;
2. Will permit the Clifton Health Department to document in Communicable Disease Reporting Surveillance System (CDRSS) all activities conducted by the Clifton Health Department related to environmental investigations for lead-burdened children; and
3. Provide funding to the Clifton Health Department in the amount of two hundred thirty thousand dollars (\$230,000.00), from which the County will retain a ten percent (10%) administrative fee for the administrative oversight for these services in the amount of twenty-three thousand dollars (\$23,000.00).

Clifton Health Department will:

1. Comply with the provision of public health nurse case management services in accordance with N.J.A.C. 8:51 for lead-burdened children living in jurisdictions covered by the Clifton Health Department;

2. Document in CDRSS all activities related to nurse case management services and/or environmental investigations conducted for the lead-burdened children living in jurisdictions covered by the Clifton Health Department;
3. Comply with the provisions of environmental intervention in accordance with N.J.A.C. 8:51 for lead-burdened children living in the jurisdictions covered by Clifton Health Department;
4. Ensure confidentiality, privacy, and security of information according to HIPAA and other regulatory statutes;
5. Comply with all applicable federal, state, local laws and regulations governing the provision of public health nurse case management services; and
6. Provide all required quarterly reports for nursing case management and environmental intervention to the Passaic County Department of Health.

#### IV. DURATION OF THE AGREEMENT

It is mutually agreed upon and understood by the parties that:

1. This agreement shall remain in effect for a period of three (3) years from July 1, 2026 to June 30, 2029;
2. This MOU shall not restrict the parties from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals;
3. This agreement will remain in effect until modified or terminated by one or all of the parties, by mutual consent, or upon sixty (60) days' prior written notice.

In witness whereof, the Parties to this MOU, through their duly authorized representatives, have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of the MOU as set forth herein.

**COUNTY OF PASSAIC**

\_\_\_\_\_  
Cassandra Lazzara, Director  
Passaic County Board of County Commissioners

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Louis E. Imhof, III, Clerk to the Board  
County of Passaic

\_\_\_\_\_  
Date

**CITY OF CLIFTON**

\_\_\_\_\_  
John E. Biegel, III, Health Officer  
City of Clifton

\_\_\_\_\_  
Date

\_\_\_\_\_  
Raymond Grabowski, Mayor  
City of Clifton

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Kathleen Tolosi, City Clerk  
City of Clifton

\_\_\_\_\_  
Date