

MEMORANDUM OF UNDERSTANDING

between

Cottage Health

and

Santa Barbara County Public Health Department

and

Santa Barbara County Department of Behavioral Wellness

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Cottage Health, representing Goleta Valley Cottage Hospital, Santa Barbara Cottage Hospital, and Santa Ynez Valley Cottage Hospital ("Cottage"), and Santa Barbara County Public Health Department ("SBCPHD") and Santa Barbara County Department of Behavioral Wellness ("BWell") ("Partners") for participation in the 2025 Collaborative Community Health Needs Assessment for Santa Barbara County as described in the proposal dated January 8, 2025, attached herein for reference as "Exhibit A".

Background

Cottage and Partners will collaborate on a Community Health Needs Assessment (CHNA) for Santa Barbara County in 2025.

The CHNA will be structured to meet the following:

- State and federal requirements for hospitals, including those outlined in [IRS Section 501\(r\)\(3\)](#)
- Requirements for Public Health Accreditation Board Measure 1.1.1
- CenCal Health's Department of Health Care Services Contract Exhibit A, ATTACHMENT III 4.3.A:
Contractor must conduct a Population Needs Assessment by participating in the Community Health Assessment/Community Health Improvement Plan processes led by Local Health Departments (LHDs) in the Service Area county(ies) where Contractor operates, as defined further in APL 23-021 and the Population Health Management Policy Guide.
- Requirements for BWell's QIC Work Plan, Cultural Competency Plan, Mental Health Services Act/ Behavioral Health Services Act Plan, and CalAIM requirements.

The goals of the assessment include the following:

- Present a detailed description of residents' health needs and inequities across and within communities.
- Increase awareness of health issues and factors contributing to the health of residents.
- Identify determinants of health affecting health outcomes.
- Recognize community assets, resources, and strengths available to address health needs and promote well-being.

This MOU shall define the specific roles and responsibilities for Cottage and Partners and may be updated with mutual consent by both parties.

Partner Responsibilities

Partners agree to collaborate in the 2025 CHNA. Partners' responsibilities include the following:

1. **Meetings** – Partners will participate in the 2025 CHNA Collaborative, Advisory Group, and workgroup meetings.
2. **Data Collection** – Partners will participate in planning and support data collection for the Listening Tour and Subpopulation Assessment, as described in Exhibit A.
3. **Secondary Data** – Partners will access and provide secondary data (from their organization and/or external sources) and synthesis of those data for contribution to the 2025 CHNA.
4. **Reporting** – Partners will contribute to reporting on CHNA data.

Cottage Responsibilities

Cottage agrees to partner in the 2025 CHNA. Cottage responsibilities include the following:

1. **Leadership and Project Management** – Cottage will provide oversight, leadership, and coordination of the CHNA.
2. **Data Collection** – Cottage will lead and work with Partners to collect and analyze data through the following components of the CHNA, as described in Exhibit A and following the approach established in the 2016 and 2019 CHNAs:
 - a. Listening Tour
 - b. Subpopulation Assessment
3. **Secondary Data** – Cottage will lead and work with Partners to gather and analyze secondary data and synthesis of those data for the 2025 CHNA.

4. **Reporting** – Cottage will develop written reports and summaries and make the 2025 CHNA data publicly available, as appropriate, through the Cottage Center for Population Health website and Cottage Data2Go.

Communication

Cottage and Partners will communicate findings of the 2025 CHNA. Both parties agree to:

1. Share for review draft materials for 2025 CHNA activities, including those used for data collection and reporting, before releasing them to stakeholders external to the project or publicly.
2. Seek approval of the 2025 CHNA Report from the Cottage Health Board of Directors before communicating about it publicly.
3. Coordinate communication pertaining to 2025 CHNA activities, including in press releases, outreach to organizations, social media, flyers, and other public-facing materials.
4. Jointly develop and host community presentations in both English and Spanish with opportunities for feedback from community leaders and members.

Any tangible or intangible property, including copyrights, obtained or created as part of these activities shall remain the property of Cottage; however, Cottage shall grant a royalty-free license to Partners to use, reprint, or distribute any such copyrighted materials for informational or promotional purposes which do not conflict with Cottage's purposes.

Data Sharing

Pending a data use agreement, Partners will receive data from the Listening Tour and Subpopulation Assessment.

Business Associate

Cottage acknowledges and agrees that it is not a "Business Associate" as such term is defined under the Health Insurance Portability and Accountability Act of 1996.

Funding and/or In-kind Support

Partners agree to contribute the following funds and/or in-kind to support this project:

SBCPHD estimates there could be 10%-15% FTE in-kind contributions from epidemiology classifications totaling between \$37,000-\$55,000.

BWell estimates there could be 10%-15% FTE in-kind contributions from epidemiology and administrator classifications totaling between \$30,000-45,000.

Duration

This MOU is at-will. Any party participating in the CHNA may withdraw at any time. This MOU shall become effective upon signature by the authorized officials representing each of the parties and will remain in effect until December 31, 2027, or until modified or terminated by any one of the partners by mutual consent.

Attachments

Attachment A: 2025 Collaborative CHNA Proposal

Contact Information

Cottage Health

Kathryn Bazylewicz, Chief Marketing Officer and Vice President Population Health

400 W. Pueblo Street

Santa Barbara, CA 93105

805.682.7111

Contact Information

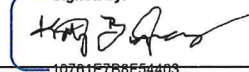
Santa Barbara County Public Health Department

Anne Carlisle, Director of Communicable Disease Control and Prevention

300 N. San Antonio Rd., Santa Barbara, CA 93110

805.681.5315

Signed by:



Date: 2/13/2025

Kathryn Bazylewicz, Chief Marketing Officer and Vice President Population Health
Cottage Health



Date: 2-25-25

Laura Capps, Chair, Board of Supervisors
County of Santa Barbara