

Memorandum of Understanding for Café 60

This agreement is entered into on October 18, 2016 by and between the **Central Oregon Council on Aging** (hereafter called COCOA) and **St. Charles Health System in Bend** (hereafter called St. Charles). Whereas COCOA is charged with providing congregate dining options in support of Central Oregon seniors, and whereas St. Charles has the facilities and services to provide a congregate dining option at its Cascades Cafe, it is agreed:

That COCOA and St. Charles will partner to offer Café 60, a senior, voucher-based meal service that will be piloted from November 1, 2016 through January 31, 2017. Prior to its conclusion, this pilot program will be evaluated by both parties, with the option to extend the partnership should both parties agree.

COCOA and St. Charles further agree that:

1. COCOA will assume full responsibility for inviting eligible seniors to participate in Café 60, for qualifying and collecting required data from participating seniors, and for providing seniors with Café 60 vouchers.
2. St. Charles will redeem vouchers for meals during Café 60 hours of operation, which will be 4 – 7:30 p.m. seven days a week.
3. St. Charles will collect vouchers at point of sale, and will send all redeemed vouchers to COCOA by the 5th of each month. Included with vouchers will be an invoice from St. Charles to COCOA, requesting payment of \$5.00 per every voucher redeemed for that month.
4. Seniors wishing to make cash donations to Café 60 will be referred to COCOA; St. Charles will not be responsible for collection of donations. Similarly, seniors seeking information about, or desiring to provide feedback on, Café 60 will be referred to COCOA.
5. COCOA will survey seniors who participate in Café 60, and will compile data on participation rates, in order to assess the effectiveness of Café 60. COCOA will share data and survey results with St. Charles so that both parties can make an informed decision regarding implementation of Café 60 on a longer-term basis.
6. St. Charles will make its logo available to be used on the Café 60 vouchers, brochure, and other informational materials. COCOA agrees to adhere to all use guidelines related to the St. Charles logo.

This informal agreement does not constitute a contract or other binding agreement on behalf of COCOA or St. Charles. COCOA and/or St. Charles may terminate this informal agreement via written notice, should circumstances necessitate such.

COCOA and St. Charles enter into this agreement in good faith, with the intent to work together toward the success of this innovative congregate dining option in support of Central Oregon seniors.

Matt Verdieck, Executive Officer
Central Oregon Council on Aging (COCOA)

St. Charles Health System in Bend