

# MEMORANDUM OF UNDERSTANDING

UK St. Claire  
Facilities Management Department  
222 Medical Circle  
Morehead, KY 40351

To Whom It May Concern:

This memorandum of understanding indicates Rowan County School System's support of the UK St. Claire Emergency Preparedness Plan. We intend, to the best of our ability, to provide our prompt services to UK St. Claire in the event of an emergency or disaster event. Due to the large number of patients and communities served, we will provide services with top priority to UK St. Claire in the event of a disaster or emergency situation.

Emergency contact information is as follows:

Primary Contact: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_

Sincerely,

\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Date



222 Medical Circle | Morehead, KY 40351  
phone 606.783.6500 | fax 606.783.6518

[www.st-claire.org](http://www.st-claire.org)

August 16, 2024

Michael Rowe, Superintendent  
Rowan County Schools  
551 Viking Drive  
Morehead, KY 40351

Dear Mr. Rowe:

UK St. Claire has an Emergency Preparedness Plan in the event of a disaster or emergency affecting our community. As part of that plan, we have a list of community entities who are willing to provide services to UK St. Claire with top priority due to the large number of patients and communities we serve.

As part of this plan, and as an indication of your willingness and support, we are requesting that you sign a Memorandum of Understanding to provide services to UK St. Claire in the event of a disaster or emergency.

A Memorandum of Understanding is enclosed for your signature. If you have any questions or concerns, please contact Chris Howell at 606-783-6443 or email him at [Chris.Howell@st-claire.org](mailto:Chris.Howell@st-claire.org). Please return the Memorandum of Understanding in the enclosed, postage-paid envelope or as a pdf via email.

Sincerely,

UK ST. CLAIRE

A handwritten signature in black ink that reads "Chris Howell".

Chris Howell  
Safety Officer