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California Complete
Count Office
Office of Digital Innovation

March 16, 2021

Dear Chief Administrative Officers/Legal Counsel for California's
Local Health Jurisdictions:

This letter is to memorialize conversations we have had in recent
days on the memorandum of understanding governing vaccine
allocation and administration.

Recognizing that local health jurisdictions play a critical role as a
coordinator of the vaccine effort, Blue Shield as the state's Third-
Party Administrator (TPA) will collaborate and coordinate
vaccination plans with Counties/LHJs and jointly and directly
propose to the Government Operations Agency (Agency)
distributions for all vaccine providers participating in the
statewide network within each jurisdiction. Agency shall ensure
that the TPA consults with the County/LHJ before making any
allocation recommendations, and Agency's allocation decisions
shall be concurrently communicated to the County/LHJ and TPA.

Additionally, the County/LHJ, using its discretion and subject to
approval of the Agency, may distribute portions of vaccines
allocated to the County/LHJ to County/LHJ-supported sites.
Accordingly, Paragraph C of Section 2 of the MOU is modified
consistent with this paragraph.

With this assurance, we look forward to receiving your signed
MOU as soon as possible so that we may include you in the
state's vaccination network and prepare to deliver tens of millions
of vaccinations efficiently and equitably.

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YOLANDA RICHARDSON
Secretary

Should you have any additional questions, please contact me at Gabriel.ravel@govops.ca.gov or (916) 651-9011.

Sincerely,

/s/

Gabriel Ravel
Deputy Secretary and General Counsel
California Government Operations Agency



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