



CALIFORNIA GOVERNMENT OPERATIONS AGENCY

**GAVIN NEWSOM**

*California Governor*

**YOLANDA RICHARDSON**

*Secretary*

**JULIE LEE**

*Undersecretary*

**DEPARTMENTS**

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Administrative Law  
Franchise Tax Board  
Department of  
General Services  
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Human Resources  
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Victim Compensation  
Board  
Department of Tax and  
Fee Administration  
California Complete  
Count Office  
Office of Digital Innovation

March 12, 2021

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

We have appreciated the opportunity to work with you in recent  
days on the proposed memorandum of understanding for local  
health jurisdictions who intend to administer COVID-19  
vaccinations.

The agreement reflects your preference to enter into an  
agreement with the state versus the third-party administrator.  
Accordingly, attached please find the final Memorandum of  
Understanding reflecting our negotiations.

Given President Biden's directive that all states be ready to  
administer COVID-19 vaccinations to all American adults  
beginning May 1, it is essential to execute these agreements  
quickly in order to ensure that counties may continue to  
administer vaccine as a health care provider.

We look forward to receiving your signed MOU as soon as  
possible so that we may include you in the state's vaccination  
network. Together, we can deliver tens of millions of vaccinations  
efficiently and equitably at the scale needed for success in our  
state.

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[www.GovOps.ca.gov](http://www.GovOps.ca.gov)

**YOLANDA RICHARDSON**  
*Secretary*

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

Sincerely,

/s/

Gabriel Ravel  
Deputy Director and General Counsel  
California Government Operations Agency



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