

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

**TO: Board of County Commissioners
Philip Morley, County Administrator**

FROM: Leslie Locke, Deputy Clerk of the Board

DATE: July 1, 2013

**SUBJECT: MEMORANDUM OF UNDERSTANDING re: Implementation and
Operation of Emergency 911 (E911); No Dollar Amount; Washington
State Military Department and Clallam County**

STATEMENT OF ISSUE:

Washington State Military Department desires to conduct a study of the feasibility of consolidation of E911 systems and operations, and to determine if it is in the best interests of the counties and their residents.

The purpose of this MOU is to set forth the terms and conditions under which the parties will conduct and participate in the study of the feasibility of a range of options for consolidating some or all of Clallam County's and Jefferson County's E911 systems on a regional basis. This MOU is limited to this purpose and does not apply to any other power, privilege, or authority, which may be exercised by any party.

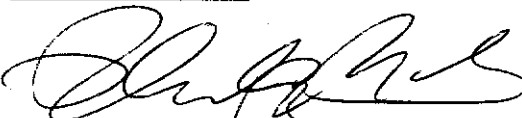
FISCAL IMPACT:

None Paid for by Washington State Military Dept.

RECOMMENDATION:

Approve the MEMORANDUM OF UNDERSTANDING re: Implementation and Operation of Emergency 911 (E911); No Dollar Amount; Washington State Military Department and Clallam County

REVIEWED BY:


Philip Morley, County Administrator

6/27/13
Date

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE WASHINGTON STATE MILITARY DEPARTMENT
AND
CLALLAM COUNTY AND JEFFERSON COUNTY**

This Memorandum, by and between the Washington State Military Department, Emergency Management Division, State Enhanced 911 Program (otherwise hereinafter known as the State), and Clallam County, Washington; and Jefferson County, Washington.

WHEREAS, Clallam County is a municipal corporation organized and existing under the Washington State Constitution and the laws of the state of Washington, and particularly those set forth in RCW Title 36;

WHEREAS, Jefferson County is a municipal corporation organized and existing under the Washington State Constitution and the laws of the state of Washington, and particularly those set forth in RCW Title 36;

WHEREAS, the State is authorized to coordinate and facilitate the implementation and operation of enhanced 911 emergency communications (E911) systems throughout the state pursuant to RCW 38.52.520, and encourages regional E911 systems where feasible to simplify network design and promote operating efficiencies and long-term cost savings;

WHEREAS, Clallam and Jefferson Counties, by virtue of RCW 38.52.510, are directed to implement and mandated to provide funding for E911 systems on a county-wide basis and have done so;

WHEREAS, Clallam County and Jefferson County desire to study the feasibility of entering into an interlocal cooperation agreement to consolidate some or all of their respective E911 systems and operations, and to determine if it is in the best interests of the counties and their residents;

WHEREAS, the State desires to conduct a study of the feasibility of consolidation of E911 between Jefferson and Clallam Counties;

WHEREAS, the parties enter into this Memorandum of Understanding to outline the scope of a study of a range of regional E911 consolidation options, their expectations, and obligations;

NOW, THEREFORE, in consideration of the premises and promises, terms and conditions set forth below, it is hereby agreed as follows:

1. The purpose of this Memorandum is to set forth the terms and conditions under which the parties will conduct and participate in the study of the feasibility of a range of options for consolidating some or all of Clallam County's and Jefferson County's E911 systems on a regional basis. This Memorandum is limited to this purpose and does not apply to any other power, privilege, or authority, which may be exercised by any party.
2. The State shall have the following duties with the advice of the Regional E911 Advisory Committee established pursuant to Paragraphs Three and Four below:
 - A. Develop and conduct a well-defined mission statement and workplan for the study.
 - B. Produce a Request for Proposal to obtain appropriate consulting assistance.
 - C. Select and enter into a contract to acquire consulting services.
 - D. Develop an overall project schedule including critical project milestones.
 - E. Monitor performance of and products produced by the consultant.
 - F. Pay for all consulting services based upon completion of performance criteria.
 - G. Act as the overall project coordinator to assure timely delivery of the feasibility documents.
3. The counties shall have the following duties:
 - A. The counties shall establish a Regional E911 Advisory Committee pursuant to paragraph Four below.
 - B. The Regional E911 Advisory Committee shall advise the State regarding:
 - a. Statements of desired outcomes.

- b. Any unique circumstances of Clallam County and/or Jefferson County.
 - c. All agencies and service providers affected by the proposed system.
 - d. A recommended schedule of public meetings for presentation of the study and public comment.
 - C. Each county shall provide to the State, the Committee and the consultant all requested historical operating information, growth projections, and other relevant materials necessary to evaluate the feasibility of establishing a regional E911 system.
4. The counties hereby establish and shall maintain a Regional E911 System Advisory Committee. The Committee shall have six members. Each county shall have three representatives: One of which shall be the County 911 Coordinator, the other two will be determined by the advisory board for each center. The members of this committee shall serve without additional compensation. The chair, and co-chair of the committee shall be elected by the committee at its first meeting.
5. This Memorandum shall commence immediately upon execution by the parties and shall terminate upon completion and acceptance of the feasibility study. This Memorandum may terminate, in whole or in part, prior to that date upon the agreement of all the parties.

CLALLAM COUNTY BOARD OF COUNTY COMMISSIONERS:

DATE

Michael C. Chapman, Chair

DATE

Jim McEntire, Commissioner

DATE

Mike Doherty, Commissioner

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Clallam County Prosecuting Attorney

Clallam County Sheriff

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

DATE

John Austin, Chair

DATE

Phil Johnson, Commissioner

DATE

David W. Sullivan, Commissioner

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

David Almy 6/27/13

Jefferson County Prosecuting Attorney

Jefferson County Sheriff

WASHINGTON STATE MILITARY DEPARTMENT

DATE

Robert Ezelle
Director of EMD