

October 2, 2018

**Via Certified Mail**

Alabama Department of Public Health  
Center for Emergency Preparedness  
201 Monroe Street, Suite 1300  
Montgomery, AL 35130-3017

**RE: Cancellation of Memorandum of Understanding/Equipment Transfer Agreement from the Department of Public Health for 8 Bus Conversion Kits for Baldwin County Emergency Management Agency (EMA)**

Dear Sir or Madam:

The Baldwin County Commission, during its regularly scheduled meeting held on October 2, 2018, authorized me, as Chairman, to execute this letter to Alabama Department of Public Health **terminating** the *Memorandum of Understanding/Equipment Transfer Agreement (08-307) (enclosed)* dated September 1, 2009, effective September 1, 2009, for the storage of eight (8) bus conversion kits at the Baldwin County Emergency Management Agency to assist with the management of mass casualty events resulting in evacuations of non-ambulatory patients.

If you have any questions or need further assistance, please do not hesitate to contact me at (251) 937-0395 or Jessie Peacock, Emergency Management Agency (EMA) Director, at (251) 972-6801.

Sincerely,

Frank Burt, Jr., Chairman  
Baldwin County Commission

cc: Jessie Peacock

ENCLOSURE