



# Baldwin County Commission

## Legislation Text

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File #: 23-0286, Version: 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 12/5/2022

**Item Status:** New

**From:** Zachary Hood, EMA Director

**Submitted by:** Vernon Dandridge, EMA Planning and Grants Division Manager

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### **ITEM TITLE**

Memorandum of Agreement with the Baldwin County Fire Chiefs' Association

### **STAFF RECOMMENDATION**

Approve the Memorandum of Agreement between the Baldwin County Commission, through the Baldwin County EMA, and the Baldwin County Fire Chiefs' Association (BCFCA), to allow the BCFCA to utilize the physical mailing address of the Baldwin County Emergency Operations Center to receive correspondence.

This Memorandum of Agreement will commence December 5, 2022, and expire December 5, 2025.

### **BACKGROUND INFORMATION**

**Background:** The Baldwin County Fire Chiefs' Association has requested the use of physical mailing address of the Baldwin County EMA for the purpose of receiving mail and correspondence. The BCFCA has no permanent address since the presidency changes annually. To provide for a permanent mailing address, the BCFCA has requested to utilize the physical mailing address of the Baldwin County EMA to receive mail. Mail will be collected by the BCFCA per the MOA and will not interfere or burden the EOC facility or staff.

**Previous Commission action/date:** February 19, 2019 - The BCC consented to allow the BCFCA to use the Emergency Management Agency (EMA) physical mailing address (File ID 19-0719). The agreement ended February 19, 2022.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** N/A

**Budget line item(s) to be used:** N/A

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**

N/A

## **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**

N/A

**Reviewed/approved by:** N/A

**Additional comments:** N/A

## **ADVERTISING REQUIREMENTS**

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**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

## **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** N/A

**Individual(s) responsible for follow up:** Administration and EMA

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**

Administration will:

1. Obtain Chairman's signature on the original agreement.
2. Retain original for file
3. Email one copy of the signed agreement to EMA
  - a. bcema@baldwincountyal.gov
4. Send copy of signed agreement to  
Chief Raymond Lovell  
BCFCA President  
23100 McAuliffe Drive  
Robertsdale, Alabama 36567

**Additional instructions/notes:** N/A