



Baldwin County Commission

Legislation Details (With Text)

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File created: 2/12/2019 **In control:** Baldwin County Commission Regular

On agenda: 2/19/2019 **Final action:** 2/19/2019

Title: Memorandum of Agreement with the Baldwin County Fire Chiefs Association for the use of the Baldwin County EMA Mailing Address

Indexes:

Attachments: 1. MOA for use of EMA mailing address by BCFCA

Date	Ver.	Action By	Action	Result
2/19/2019	1	Baldwin County Commission Regular	Approved	

Meeting Type: BCC Regular Meeting

Meeting Date: 2/19/2019

Item Status: New

From: Jessie Peacock, Interim EMA Director

Submitted by: Danon Smith, Planning and Grants Coordinator

ITEM TITLE

Memorandum of Agreement with the Baldwin County Fire Chiefs Association for the use of the Baldwin County EMA Mailing Address

STAFF RECOMMENDATION

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

The Memorandum of Agreement (MOA) will be effective February 19, 2019, and will terminate February 19, 2022.

BACKGROUND INFORMATION

Previous Commission action/date: 02/16/2016

Background: The Baldwin County Fire Chiefs Association has requested to continue the use of the physical mailing address of the Baldwin County EMA for receiving mail and correspondence. The BCFCA has no permanent mailing address due to the annual change in Presidency of the BCFCA. Mail will be collected by the BCFCA per the MOA and will not interfere with normal operations of the EOC facility or EMA Staff.

The current agreement in place was approved by the Baldwin County Commission on February 16, 2016 and will expire on February 16, 2019.

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: This is a renewal of an existing agreement.

ADVERTISING REQUIREMENTS

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: EMA Staff, Administration

Action required (list contact persons/addresses if documents are to be mailed or emailed): EMA Staff will 1) obtain signature of the BCFCA authorized representatives on the agreement; 2) Send original agreement to Administration for processing; 3) Retain ONE copy of the fully executed MOA and provide ONE fully executed copy to BCFCA.

Administration: 1) Obtain the Chairman's signature on the original agreement; 2) Send one (1) copy of the fully executed MOA to EMA (Danon Smith) via courier. Administration will retain the original.

Additional instructions/notes: N/A

