



# Baldwin County Commission

## Legislation Details (With Text)

**File #:** 22-0970 **Version:** 1  
**Type:** Consent **Status:** Agenda Ready  
**File created:** 5/12/2022 **In control:** Baldwin County Commission Regular  
**On agenda:** 6/21/2022 **Final action:**  
**Title:** Memorandum of Understanding with Retired and Senior Volunteer Program for Assisting Baldwin County Emergency Management Agency

**Indexes:**

**Attachments:** 1. Memorandum of Understanding - RSVP, 2. Waiver and Indemnity Agreement

Date	Ver.	Action By	Action	Result
6/21/2022	1	Baldwin County Commission Regular		

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 6/21/2022

**Item Status:** New

**From:** Zachary Hood, EMA Director

**Submitted by:** Amanda Thweatt, Emergency Management Specialist

### ITEM TITLE

Memorandum of Understanding with Retired and Senior Volunteer Program for Assisting Baldwin County Emergency Management Agency

### STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the Memorandum of Understanding (MOU) between the Baldwin County Commission and Retired and Senior Volunteer Program (RSVP) to provide volunteers to assist the Baldwin County Emergency Management Agency (BCEMA) staff when needed during activations, events, and meetings. The term of this MOU shall commence on the date of full execution and be effective for twelve (12) months unless cancelled by either party; and
- 2) Approve the use of the Waiver, Assumption of Risk, and Indemnity Agreement form for volunteers to execute when assisting with the BCEMA at events, meetings, and during activations.

### BACKGROUND INFORMATION

**Previous Commission action/date:** July 20, 2021 - Approved a Memorandum of Understanding (MOU) between the Baldwin County Commission and Retired and Senior Volunteer Program (RSVP) to provide volunteers to assist the Baldwin County Emergency Management Agency (BCEMA) staff when needed during activations, events, and meetings; and 2) Approved the use of the Waiver, Assumption of Risk, and Indemnity Agreement form for volunteers to execute when assisting with the

BCEMA at events, meetings, and during activations.

**Background:** The RSVP volunteers have been assisting the Baldwin County EMA staff with administrative duties, traffic coordination, etc., during the vaccination site activations for Covid-19 and during the monthly Emergency Support Function meetings. The MOU defines covered services between the two agencies.

### **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?**  
Yes

**Reviewed/approved by:** Reviewed and approved by Laura Coker, on May 31, 2022.

**Additional comments:** N/A

### **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:** Administration staff, Amanda Thweatt.

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

- 1) Retain a fully executed original document for BCC records.
- 2) Courier a fully executed original to the BCEMA attention Amanda Thweatt
- 3) Mail a fully executed original document to:  
Ms. Dawn Biggs

Volunteer Coordinator Program Assistant  
Retired and Senior Volunteer Program  
Post Office Box 400  
Daphne, Alabama 36526  
**Additional instructions/notes:** N/A