

Memorandum of Understanding
Entered By & Between
Greenbrier County 9-1-1
&
White Sulphur Springs Emergency Medical
Service, Inc.
For the Purpose of
Continuity of Operations of the Greenbrier
County 9-1-1 Center

This agreement is entered into to ensure a continuity of operations provided by the 9-1-1 Center to the citizens of Greenbrier County. White Sulphur Springs Emergency Medical Service, Inc. is located within the jurisdiction of Greenbrier County and desires to assist the 9-1-1 center staff in the complete continuity of service to citizens. This memorandum of understanding shall serve as the agreement between both entities until such a time as either party wishes to dissolve the agreement.

I. Interest

- a. White Sulphur Springs Emergency Medical Service, Inc, hereafter known as WSSEMS, through a verbal conversation between Captain Thomas Hayes and Development Manager James Lewis of Greenbrier County 9-1-1 Center on March 2, 2009, it was determined that WSSEMS is interested in providing a location within their facility that will serve as a dispatching station in the event that operations must move from Greenbrier County 9-1-1 to a remote location due to nature or manmade disaster that would render the center non-operational.**
- b. Greenbrier County 9-1-1, hereafter known as GC911, knowing that such a disaster can require an evacuation of the center is interested in obtaining a remote location so that services to the citizens of Greenbrier County are not compromised during such a disaster. Through the conversation mentioned above, GC911 is interested in the facility of WSSEMS as the remote site to operate Muddy Creek, Greenbrier, Hopkins, and Sherwood Tower sites and the Departments or Officers that operate off of these tower sites.**

II. Accessibility & Security

- a. **WSSEMS has agreed to a location within their facility that will allow for GC911 to set up the remote site.**
- b. **This location is a secure area that is accessed by keypad code. Staff of WSSEMS can locate this room at anytime, however the area is secure from general public or invited guest that are not employees or members of WSSESS.**
- c. **Within the facility, there is a CCTV system. The secure location being offered is under uninterrupted monitoring by this CCTV system.**

III. Equipment Procurement and Maintenance

- a. **All electronic equipment, i.e. radios, boosters, power supplies, will be purchased and maintained by GC911.**
- b. **WSSEMS is currently involved in the procurement of a fifty (50) foot radio tower that will be placed behind their facility; cost to be bore on WSSEMS.**
- c. **GC911 has in its possession grounding equipment for tower sites. It is agreed that GC911 will transfer such equipment as needed to WSSEMS, which is a non-profit organization operating within the State of West Virginia. Such a transfer will be under the terms of a \$1.00 purchase on behalf of WSSEMS.**
- d. **The location of the remote site will have a desk or other means of table that will allow for the radio(s) to be mounted to it, as well as have work area for the telecommunicator operating the remote site.**
- e. **Telecommunicators, as a rule, have access to cellular telephones. In the event of failure of inaccessibility to cellular devices, or catastrophic failure in the cellular telephone system, WSSEMS agrees to allow the staff on site to utilize their telephony system to converse with telecommunicators at a remote call taking staff.**
- f. **WSSEMS has agreed to allow the placement of “dry erase” or other type of writing board(s) to be placed in the vicinity of the work area with procurement cost to be borne by GC911.**

IV. Severability

- a. **This agreement can be severed at anytime by either party. Such a severance needs to be made in writing to the opposite party sixty (60) days prior to severance.**

This agreement is entered into on the ____ day of _____, 2009 and shall remain in effect until such a time a severance is made by either party.

**Dan Edwards, Director
Greenbrier County 9-1-1
PO Box 218
Maxwelton, WV 24957**

**Thomas Hayes, Captain
White Sulphur Springs EMS, Inc.
PO Box 129
White Sulphur Springs, WV 24986**