ORDER: APPROVE MEMORANDUM OF UNDERSTADING WITH MS DEPARTMENT OF HEALTH TO ACCEPT AN AMBUS KIT

Motion was made by Mike Roberts, duly seconded by Robert Blackmon, to approve Memorandum of Understanding with MS Department of Health to accept an AmBus kit.

The vote on the motion was as follows:

Supervisor Mike Pickens, voted yes Supervisor Jeff Busby, voted yes Supervisor Robert Blackmon, voted yes Supervisor Chad McLarty, voted yes Supervisor Mike Roberts, voted yes

After the vote, President Busby, declared the motion carried, this the 2nd day of June, 2014.

Jeff Bush, President

Board of Supervisor

Sherry Wall, Chancery Clerk

Memorandum of Agreement between the

Mississippi State Department of Health, Office of Emergency Planning and Response And

LAFAYETTE COUNTY EMERGENCY MANAGEMENT AGENCY

PURPOSE

The purpose of this Memorandum of Agreement (MOA) is to assign the use of **ONE (1)** non-ambulatory evacuation bus stretcher conversion kit(s) provided by the Mississippi State Department of Health (MSDH), Office of Emergency Planning and Response (OEPR) to **LAFAYETTE COUNTY EMERGENCY MANAGEMENT AGENCY**, under the supervision of **David A. Shaw**, EMA Director. The kit(s) will provide the ability to expeditiously move a large number of non-ambulatory individuals via litters using bus (es) provided by local participating school district(s). This MOA may be activated to serve as special medical transportation in the event of a declared state of emergency or in the event of a mass casualty incident.

II. DESCRIPTION

The kit is an effective and efficient solution for mass evacuation and transport of special needs patients, casualties, and others who require non-ambulatory transport. The kit is designed to be installed in an existing passenger bus and utilizes standard North Atlantic Treaty Organization (NATO) style stretchers. At full capacity each kit has the capability of transporting 12 non-ambulatory individuals.

III. ACTIVATION

This agreement may be activated through notification by the State Health Officer or his/her designee to LAFAYETTE COUNTY EMA.

Contact: Primary: DAVID A. SHAW, 662-234-5667 or 662-832-5113

Secondary: JERRY JOHNSON, 662-816-8678

Alternate: Gary (Chick) Drewrey, 662-473-6306

When activated, LAFAYETTE COUNTY EMA must have the ability to provide the appropriately configured bus to MSDH within 12 hours of notification. The kit/bus will be housed at:

Lafayette County School Bus Shop, 117 Commodore Drive South, Oxford, MS 38655

IV. RESPONSIBILITIES

Prior to the declared state of emergency or mass casualty event, *LAFAYETTE COUNLTY EMA* will be required to:

- Work with the local school district(s) to secure bus (es) for kit installation. The school
 district(s) may dedicate a bus for permanent installation or store the kit(s) for use in local
 emergencies on an as needed basis. However, state activation will take priority over local
 use.
- 2. Designate appropriate staff to assemble and install the kit(s).
- 3. Assign 2 drivers to deploy with the bus (es).
- Frovide MSDH with 24/7 contact information and immediately notify MSDH if this information changes.

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- Designate a primary location where the kit will be stored, assembled and installed, and keep these locations and equipment available for inspection by MSDH personnel anytime before, during or after activation.
- During the established hurricane season (June-September), it is recommended that the
 designated school district(s) install the kit(s) at maximum litter/cot configuration for quicker
 response.

During the response to a declared state of emergency or mass casualty event, *LAFAYETTE* COUNTY EMA will be required to:

- 1. Contact the appropriate facility housing the kit for activation.
- If the kit(s) have not been installed on a permanent basis, the county will work with the participating school district(s) to provide staff and supplies to assemble and install the kit(s).
- 3. Work with the participating school district(s) to notify and activate two drivers for the bus(es)

V. PUBLIC INFORMATION COORDINATION

News releases or conferences held for the purpose of publicizing this partnership and the results thereof will be conducted jointly or with the concurrence of both agencies with respect to content.

VI, FUNDING

The non-ambulatory evacuation bus kit(s) are provided at no-cost by MSDH. **LAFAYETTE COUNTY EMA** is responsible for storing the kit, securing staff to assemble and install the kit in the bus, and securing drivers to operate the bus.

- A. INITIAL COSTS: Initial costs incurred by MSDH to purchase the kit(s).
- **B. ACTIVATION COSTS**

In the event that the terms of this agreement are activated in response to a declared State of Emergency or mass casualty incident or in the event that a designated district participates in a drill/exercise at the request of MSDH LAFAYETTE COUNTY EMA may invoice MSDH based on the following schedule for each day that this agreement is activated by MSDH.

- Payment for time of personnel who are paid by/through LAFAYETTE COUNTY EMA and who respond to and assist in assembling or installing the kit(s), who operate the bus(es) during the activation, may be reimbursed based on Federal Emergency Management Agency (FEMA) rates for individual discipline:
 - a Kit Installers
 - b Bus Drivers
 - c. Fuel used for bus(es) during deployment
- Any equipment costs approved on the FEMA Schedule of Equipment Rates found at http://www.fema.gov/government/grant/pa/eqrates.shtm.
- Costs associated with the use of any equipment or personnel in a local event will be negotiated with the authority requesting use of the resources.

Documentation submitted to MSDH must include worker sign in/out sheets and usage logs for items listed on the FEMA Schedule of Equipment Rates, if applicable. Documentation will be submitted to:

Mississippi State Department of Health Health Protection, O-320 P.O. Box 1700 Jackson, MS 39215-1700

VII. EFFECTIVE DATE, AMENDMENT, AND TERMINATION

VIII. ACCEPTANCE OF AGREEMENT

This Memorandum of Agreement becomes effective on the date of final signature by MSDH and will remain in effect until superseded, suspended, or terminated by written mutual agreement. Either party wishing to terminate this agreement shall submit a written notification no fewer than sixty (60) days prior to the desired termination date.

Lafayette County Emergency Mississippi State Department of Health Management Agency David A. Shaw, EMA Coordinator Respondent Contact Name and Title Director, Office of Emergency Date P.O. Box 1240 Planning and Response Address Oxford, MS 38655 Director, Health Protection Date City, State, Zip 662-234-5667 Contact Phone Number (office) 662-832-5113 Phone Number (cellular) 662-232-8688 Phone Number (fax)

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