

MEMORANDUM OF UNDERSTANDING (MOU)

Gladwin County Emergency Management

AND

GCCT – Gladwin City-County Transit

1. PARTIES:

This agreement is between Gladwin City-County Transit, and Gladwin County Office of Emergency Management.

- Gladwin City-County Transit operates the county wide bus service within Gladwin County.
- Gladwin County Office of Emergency Management serves as the primary public safety coordinating point for emergency services within Gladwin County during times of disasters/emergencies.

2. Purpose:

Gladwin City-County Transit and the Gladwin County Office of Emergency Management have agreed to work together in order to provide the citizens of Gladwin county with:

- Citizen transportation, including functional needs during disasters and from time to time, prearranged exercises.
- GCCT agrees to have, if needed, an Emergency Dispatch Mobilization policy in place and be able to deploy buses within a one (1) hour time frame.
- Information management and distribution via use of trained staff.
- Shared communication resources such as 800 MHZ MPSCS radios or GCCT UHF if provided by OEM at no cost to GCCT. GCCT is not responsible for maintenance or licensing fees of any kind.

3. Responsibilities:

Gladwin City County Transit, during relief and recovery phases will:

- Adapt its normal transportation and dispatch services delivery, procedures to meet the circumstances of the specific disasters as best as possible.
- Provide safe and reliable transportation services, including functional needs, in case of disaster or pre-planned exercise as best as possible.
- In the case of an exercise GCCT may be requested for service and reserves the right to limit resources.
- Provide an adequate number of trained staff members to operate GCCT buses and vehicles and, if necessary, provide additional dispatching staff if volunteers are available.
- Develop, update and execute an emergency response plan that supports the Gladwin County EAG Plan.
- Assist the Gladwin County Office of Emergency Management with trained supervisory staff in EOC if needed and available.
- Participate in "After Action" debriefing and reports if necessary and applicable.

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- Include Gladwin County Emergency Management in briefings and provide undated information (e.g., evacuation areas, shelters etc.) to be shared with the public.
- Include Gladwin County Emergency Management in planning, drills, rehearsals and alike when deemed appropriate.
- Promote and support the training and use of NIMS.

4. Term and History:

The Gladwin City-County Transit and Gladwin County Office of Emergency Management recognize their longstanding history of coordinating services and pledge to continue this relationship as long as it is mutually beneficial. If either party determines that its relationship is no longer beneficial with the other, it shall notify the other of its intent to cancel this MOU upon thirty (30) days' notice.

5. MOU Modification Methods:

- The Gladwin City-County Transit or Gladwin County Office of Emergency Management may request a meeting at any time to discuss changes and modify, in writing, this MOU. The other party agrees to promptly meet to discuss those changes and mutually beneficial improvements.

6. Certification:

- The persons signing on behalf of the parties certify, by their signatures, that they are duly authorized to sign this agreement on behalf of said parties and that this agreement has been authorized by said parties.

7. Liability:

- Gladwin County Emergency Management agrees to carry appropriate coverage to cover any capitol damage to GCCT's equipment or personnel during said exercises or emergencies.
- Gladwin County Emergency Management holds GCCT harmless when providing service under this agreement.
- In regards to compensation, GCCT would provide up to a 24 hour emergency service call out to provide transportation for an emergency or exercise, without an expectation of reimbursement, unless emergency or exercise funding becomes available.
- If the emergency or exercise expands beyond the 24 hour window GCCT Board of Directors approval will be required for continued services.
- If an emergency expands beyond 24 hours the GCHC director, GCCT director and the Chairman of the Gladwin City Housing Commission will have to approve the expansion.

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Director Gladwin County Emergency Management Date

Josh Reid – Gladwin City-County Transit Director Date