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TOWN OF WEST SENECA

TOWN SUPERVISOR
SHEILA M. MEEGAN
TOWN COUNCIL
EUGENE P. HART
WILLIAM P. HANLEY, JR.

To: The Honorable Town Board

From: John J. Fenz, Esq.
Town Attorney

Date: May 4, 2017

Re: Local Emergency Management Mutual Aid Assistance
Memorandum of Understanding – County of Erie

Kindly adopt a resolution authorizing the Supervisor to execute the necessary documents to enter into the above-referenced Memorandum of Understanding and authorizing The Town's Disaster Coordinator, emergency services coordinator, emergency manager and office staff elect to participate in the Local Emergency Management Mutual Aid Assistance Memorandum of Understanding. Those parties shall comply with the provisions of this MOU.

Pursuant to the MOU the Town will participate in the County's Local Emergency Management Mutual Aid Assistance program.

Local Emergency Management Mutual Aid Assistance Memorandum of Understanding

There have been numerous events where the local governments have been inundated with the ramifications of a serious event which the request for assistance has been needed for disaster coordinators / emergency managers. These requests have been met, unofficially, and have proven to have a significant benefit in assisting the local government respond to and recover from a catastrophic event. The purpose of this understanding is to formalize the process in which the request shall be made and receive prior approval from our governing bodies. Requests for assistance shall be made through the community's respective fire dispatch center.

For purposes of this understanding the term mutual aid shall mean the organized, cooperative, reciprocal assistance in which personnel are utilized to support the emergency operations of a community in need.

This plan in no way changes any community's emergency plans or any part of the Erie County Fire Mutual Aid Plan. This formalizes what has been in existence and operating very effectively for many years.

Entering and Participation in this Program

Any duly established disaster coordinator, emergency services coordinator, emergency manager or office staff from any local village, town or city may participate in this plan by filing a copy of an adopted resolution from their governing board with the office of the Erie County Deputy Commissioner of Disaster Preparedness, Erie County Disaster Coordinators Association and the Erie County Disaster Preparedness Advisory Board. Such resolution must state that the disaster coordinator, emergency services coordinator, emergency manager and office staff elects to participate in the Local Emergency Management Mutual Aid Assistance Memorandum of Understanding and will comply with the provisions of this agreement.

Withdrawal from the Program

Any participating entity may withdraw from the program, by providing a letter from their governing body outlining the withdrawal from the agreement. Such withdrawal shall become effective 30 days after receipt of such document to all parties listed above.

Compensation and Reimbursement for Costs Incurred

It shall be the responsibility of each community to maintain their regular compensation and insurance coverage's as if the employee was performing these same tasks for their own community. In the event that reimbursement becomes available then it shall understood that the host community shall work with the mutual aid communities to make sure they receive their allowable reimbursement from the third party. There shall be no financial burden placed on the host community if reimbursement is not available.

Designation of Personnel


All participating communities shall provide the above stated agencies with a listing of their approved staff with updated or confirmed contact information annually. They shall also be required to meet the minimum requirements as established within the National Incident Management System Guidelines for working within an Emergency Operations Center, minimum of ICS 300 Level trained.

*This document shall remain in effect until withdrawn by either party.

Local Chief Executive Officer

Print Name

Date



Local Emergency Manager

JOHN A. GULLO

Print Name

WEST SENNECA, NY

City/Town/Village

4-26-17

Date