

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: February 15, 2017

SUBJECT: Memorandum of Understanding - City of Hendersonville

PRESENTER: Jimmy Brissie, Emergency Management/Rescue Coordinator
Rocky Hyder, Emergency Services Director

ATTACHMENTS: Yes

1. Memorandum
2. Memorandum of Understanding

SUMMARY OF REQUEST:

As the County began transitioning to the new emergency communications system in May, 2016, several operational concerns were discovered with the City of Hendersonville. The City expressed an interest in expanding the County radio system to support the City's needs, and over the past few months Emergency Management Staff has been working with them on that request. Proposals determined that expansion would create operating efficiencies, and therefore Staff has drafted the attached Memorandum of Understanding between both entities. In addition to paying \$125,000 of the cost for the expansion, the City will also contribute to the annual support costs.

BOARD ACTION REQUESTED:

The Board is requested to approve the Memorandum of Understanding as presented, and authorize the County Manager to execute the necessary documentation.

Suggested Motion(s):

I move the Board approve the Memorandum of Understanding as presented, and authorize the County Manager to execute the necessary documentation.



Henderson County Emergency Services

Memo

Phone: (828) 697-4728
Fax: (828) 698-6164

To: Rocky Hyder

Date: February 6, 2017

From: Jimmy Brissie

Subject: City of Hendersonville MOU

CC:

In May of 2016 Henderson County began the process of transitioning to the new VHF trunking radio system. During the transition, several operational concerns were discovered with the City of Hendersonville. As a result, the City expressed an interest in expanding the County radio system to support the City's needs. They worked with their vendor to determine the capital outlay needs for the system expansion and allocated the necessary funding for the necessary infrastructure. The proposals were reviewed with the necessary stakeholders at the County who agreed the expansion would create additional operating efficiencies. Staff worked with the County and City legal departments to draft the enclosed MOU. This MOU outlines the responsibilities of both entities. The City is directly contributing \$125,000 towards the necessary hardware upgrades and commits to contribute a portion of the annual support costs (estimated at \$10,000).

The enclosed MOU was executed by the City Manager on January 6th, 2017 and is being submitted for the County's consideration.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
HENDERSON COUNTY
AND
CITY OF HENDERSONVILLE**

In order to serve the interest of the citizens of Henderson County, Henderson County government and the City of Hendersonville mutually agree to the following conditions to facilitate improved communications. This MOU is mutually agreed upon in a spirit of cooperation, commencing as of 1 January 2107 and will be reviewed annually by both parties.

The City of Hendersonville agrees to the following:

- Working in conjunction with JVC/Kenwood and Kimball Communications license two additional "channels" for the Henderson County NXDN radio system.
- Purchase and have installed the necessary equipment for the above channels to operate on the existing NXDN radio system. Required equipment may include but not limited to: power supplies, repeaters, power amplifiers and associated equipment.
- The City of Hendersonville will retain ownership of equipment added to the system by the City and may remove said equipment when adequate time is allowed for system engineering and demobilization.
- The annual support cost will vary based on total system support costs and the percentage of overall usage by the City of Hendersonville. For FY17 the City of Hendersonville agrees to pay to Henderson County an estimated support payment of \$10,000 in the absence of historical usage data.
- Maintain all subscriber devices to include base stations, mobile and handheld radios in accordance with the manufacturer's specifications. Maintenance may include programming, installation and consumables such as batteries, belt clips and antennas.
- Notify the County in a timely manner when the City is to add a new device is to be onto the NXDN
- Notify the County in the event of a lost or stolen radio to ensure the radio is deactivated from the system.

Henderson County agrees to the following:


- Maintain system infrastructure and utilities for the NXDN system.
- Maintain the system in accordance with the manufacturer's recommendations.
- Work with the City of Hendersonville to ensure they have adequate access to the agreed upon talkgroups and/or channels.
- Maintain access to the system for subscriber units and remove devices from the system as requested by the City.

Henderson County and the City of Hendersonville agree to communicate on an ongoing basis about the utility of this MOU and any changes that may be needed. Such communication may be initiated by either party.

Henderson County

City of Hendersonville

Steve Wyatt, County Manager



John Connet, City Manager

Date: _____

Date: 1-6-17