



BERRIEN FIRE CHIEF'S ASSOCIATION

Meeting 10-19-16

Called to order by Chief Davidson at 1840 hours

ATTENDANCE: Included in Packet

TREASURER'S REPORT – None

MINUTES – Minutes from the September 2016 meeting were approved with a correction. FirstNet is not a private company.

COMMUNICATIONS / BILLS - None

PRESENTATION - None

COMMITTEE REPORTS

911 Telrad did work to rebalance all of the transmission sites on the VHF Simulcast system. Director Agens discussed updates to the Cass County 800 MHZ tower. Not sure yet which agencies will be using the MPSCS system. Fire, Police, EMS, etc. Dave also reported that the 911 texting system is operational. Average 11 texts per month. He shared with the group that the system is currently unable to triangulate a text call.

Watervliet discussed their recent “Lost Hunter” drill. Specific questions were raised relating to which dispatch center the call was first received in. Dave stated that the capability in each center should be similar however protocol might be slightly different relating to when to transfer. To ping a phone they must go direct with the carrier. Will be easier with NexGen 911.

Rip and Run – Chikaming Status with and issue on what was included on the report. Niles had also been working with Denny to get the follow-up report sent. Denny discovered that no one was getting the second closeout rip and addressed it with the New World. Please let Denny know if you're having issues.

DNR – None

Funeral Protocol – Berrien

EMERGENCY MANAGEMENT/LEPC –

EMS-

MEDIC1 – The efficacy of the change in priority policy has been under study. Using the occurrences of a level 2 having to be upgraded to a level 1 by the medic on scene as an example of a negative result of the policy. The study has revealed that these occurrences have remained very low proving the reduction of Priority 1's has reduced risk to the community while showing no increase of harm to our patients. There is a follow-up study scheduled for one year. There are no plans to downgrade any additional conditions.

SMCAS – Captain DeLaTorre discussed RED BUD winding down for the season. Good season with no major issues this year.

MED Flight – Ken discussed MedFlight’s presence on Facebook.

SHERIFF- Nothing to report.

RED CROSS- 71 people from our Red Cross deployed currently in Florida. Al DiBrito looking for volunteers willing to serve with the Red Cross. He also discussed there Smoke Detector Installation program. The Red Cross will work with local departments and volunteers to register and later install detectors in an area. Call Al with any questions.

HAZ-MAT- None

BCFA- Chikaming last month. Nomination Committee is out looking for candidates to serve on the board. Next meeting will be held at the Red Cross building. We need to work on increasing turn out for these meetings.

BCYF -- .

TRAINING – Dave hopes to reshoot apparatus this year digitally. He will arrange visits with each department. Gerry asked that if compartments could be shot and put on the County Web Site for department familiarization.

MABAS:

Departments need to update their agreements. The old agreement has been updated to include new language relating to funding of specialized teams. The old agreement is no longer valid. If we don’t get on this soon we could face loss of Division Status. We need to develop and or approve our Out Of Division Cards. Larry and Frank have attempted to get us caught up for month asking at several meetings for departments to get these items taken care of and to date we have only received updated agreements from Watervliet, Niles, North Berrien, Royalton, SMCAS, Buchanan, and Bertrand.

Finally, if there is a major event somewhere in our State, be it in Van Buren County, Kalamazoo, Holland or Grand Rapid on the level of a Joplin or maybe a large widespread fire, or some other major event, our Division, our County is not ready to respond. We have showed that in the past. If were not willing help when other MABAS communities call were not really MABAS. If we won’t go help how could we ever expect others to come help us? Remember “we have your back” is the foundation of our organization. I would ask all county departments to consider if they would be willing to help other communities with a small amount of their resources expecting only that a large amount of resources would be available during their time of need. That’s really what this is all about. There are 26 of us! It doesn’t take much effort to update our agreements or sign on to the program but it has to be done for us to be part of the system. If not, please let Chief Lamb know. He and Frank travel to Lansing monthly to assure were represented. If we can’t get enough departments to collectively find 22 guys to staff a single strike team from 26 departments we may as well close up the division.

OLD BUSINESS - Pager grant will not go in this year’s program. Too little too late on getting info in for us to be successful. A tone of work goes in to submission to put together response numbers, budgets, etc. and even more to administering these County Grants if were successful. Departments could still put in their own requests for pagers if they wished.

NEW BUSINESS – Doug DeBest suggested that we put together a countywide firefighter recruitment committee. Doug has agreed to lead the committee. So far Doug will be joined by Driver Chad Cherrone, and Firefighter Mike Clayton from Niles and Chief Dan Jones from Watervliet. They will be working on strategies to assist all county departments with recruitment. The hope is to have a central point where interested parties can phone or email allowing the committee to forward them back out to local departments for follow-ups. If you're interested in participating in the committee contact Doug at dadebest@aep.com.

Denny Sexton asked about lift assists. When requesting support from fire departments EMS agencies are asked to give an idea the amount of staffing they will need to fulfill the mission.

Adjourn at 2145

Next meeting 11-9-16 @ 0830

RS Larry Lamb

DRAFT out of Division Box Card - Please Comment to Chief Lamb

Division 3501		MUTUAL AID BOX ALARM SYSTEM			Division 3501 Out of Division Card	
TYPE OF ALARM:		<p align="center"><i>Point of Departure</i></p> <p>NORTH POD - North Berrien North - 3061 Coloma Road, Riverside, MI SOUTH POD- Niles Township # 2 - 2049 South 3rd Street, Niles, MI WEST POD- New Buffalo Twp -</p>				
Out Of Division Response						
+						
ENGINE STRIKE TEAM	RESERVE ENGINE	RESERVE CHIEF	TASK FORCE	RESERVE LADDER	RESERVE ENGINE	RESERVE CHIEF
Niles City ENGINE with 2 Firefighters Chikaming ENGINE with 2 Firefighters Lake Twp ENGINE with 2 Firefighters Buchanan City ENGINE with 2 Firefighters Watervliet ENGINE with 2 Firefighters Bertrand Twp with 2 Firefighters Royalton with 2 Firefighters Bridgman with 2 Firefighters Niles Township with 2 Firefighters Eau Claire with 2 Firefighters SMCAS Ambulance If requested Niles Township Chief Watervliet Chief	North Berrien ENGINE with 4 Firefighters RESERVE	Buchanan City Chief	Niles Twp LADDER with 2 Firefighters Royalton ENGINE with 2 Firefighters Lincoln ENGINE with 2 Firefighters Bertrand ENGINE with 2 Firefighters New Buffalo ENGINE with 2 Firefighters Niles City with 2 Firefighters Buchanan City with 2 Firefighters Galien with 2 Firefighters Lake Township with 2 Firefighters Eau Claire with 2 Firefighters Medic One Ambulance Niles City Chief Chikaming Chief	Watervliet LADDER with 2 Firefighters RESERVE	North Berrien ENGINE with 4 Firefighters RESERVE	Lake Chief Bridgman Chief
<p align="center">The Division is only able to field a single out of division response. Any additional requests should be forwarded to Division Leadership.</p>						

INSTRUCTIONS TO ALL
Michigan Mutual Aid Box Alarm System (MI-MABAS) MEMBERS
FOR EXECUTING NEW MI-MABAS AGREEMENT

Attached please find the new MI-MABAS member Agreement. This Agreement must be signed by *all* MI-MABAS members that are either a city, village or township (CVT). A separate agreement will be provided for Muskegon HazMat and any ambulance companies that are *currently* MI-MABAS members (those that have a current and valid contract with any participating CVT). We would like to have all of the new Agreements signed and returned by June 30, 201.

1. The new Agreement must be signed by your governing body.
2. A copy of the new Agreement then must be filed with your County Clerk's Office. You should get a time stamped copy when you file the Agreement with your County Clerk's Office.
3. A copy of the Agreement then must be filed with the Office of the Great Seal (located within Michigan's Secretary of State Office). If you would prefer, your Division Rep. may bring all signed agreements from your Division to Julie and she will do the filing with the Office of the Great Seal at no cost to you. ☺
4. An additional copy must be sent to your Division Rep. to give to Julie for review.
5. Please remember that ***no resolution is necessary for this agreement!***
6. Division Reps may send the signed copy in electronic format to Julie rather than hard copy. If the Division Rep. decides to send in electronic format, please only send the first page of the Agreement and the signature page. The "Political Entity" line on the signature page *must be legible* or we will not know which CVT has signed the Agreement.

If you have any questions, please contact Julie at 284-431-0274.

Thanks to all!

EXPLANATION OF CHANGES TO MICHIGAN-MABAS (MI-MABAS) AGREEMENT

The purpose of the new MI-MABAS Agreement is to add a provision under Section 8 for cost recovery regarding Special Operations Teams. The provision now states that a MI-MABAS Special Operations Teams may collect full cost recovery (the first 8 hours may not be for free). This provision allows the respective MI-MABAS Special Operations Teams the ability to invoice for full cost recovery for any response. Due to the expensive nature of creating and sustaining a Special Operations Team (advanced training, specialized equipment, increased number of exercises), it has been recognized that it may be cost prohibitive to allow the first 8 hours of a response to be at no cost.

The specific provisions of the Agreement that have been changed since the 1st Addendum are:

- 1) A sentence has been added to the opening paragraph that reads, “**This Agreement supersedes any and all prior Agreements and amendments to the Michigan Mutual Aid Box Alarm System Association Agreement.**”
- 2) A new definition has been added under Section II (Definition M) that reads, “**M. “Special Operations Teams” means MI-MABAS recognized teams of personnel with the requisite training and skill for Hazardous Materials Response, Technical Rescue Response (including Strike Teams and Michigan Task Force 1) and Incident Management Teams.**”
- 3) Section 8 has been modified as follows: Changes are in red:

SECTION EIGHT

Compensation for Aid

Equipment, personnel, and/or services provided pursuant to this Agreement, absent a state or federal declaration of emergency or disaster, **excluding resources for Special Operations Teams**, shall be at no charge to the Requesting Party for the first eight hours. Any expenses recoverable from third parties shall be equitably distributed among Responding Parties. **Requests for a response from any MI-MABAS Special Operations Team shall require full and complete reimbursement to the responding Team for all expenses, including but not limited to, expenses for equipment, personnel, management and administration and all other services provided at an incident. The Executive Board shall adopt fee schedules that establish rates for Special Operations Team responses.** Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statutes. The Parties reserve the right to waive any charges to a Requesting Party.

Any questions should be directed to Julie Secontine at 248-431-027

**AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION
AGREEMENT**

Effective Date: _____

BETWEEN

**PARTICIPATING POLITICAL SUBDIVISIONS AS SIGNATORIES
TO THIS INTERLOCAL AGREEMENT**

This Agreement is entered into between the participating units of local government “Parties” that execute this Agreement and adopt its terms and conditions as provided by law. This Agreement supersedes any and all prior Agreements and amendments to the Michigan Mutual Aid Box Alarm System Association Agreement.

WHEREAS, the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and,

WHEREAS, the Urban Cooperation Act, of 1967, 1967 PA 7, MCL 124.501, et seq., provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and,

WHEREAS, the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescue and/or other emergency support for an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and,

WHEREAS, the Parties have determined that it is in their best interests to form an association to provide for communications procedures, training, and other functions to further the provision of said protection of life and property during an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and

WHEREAS, the Constitution and people of the State of Michigan have long recognized the value of cooperation by and among the state and its political subdivisions; NOW, THEREFORE, the Parties agree as follows:

SECTION ONE

Purpose

It is recognized and acknowledged that in certain situations, such as natural disasters and man-made catastrophes, no political subdivision possesses all the necessary resources to cope with every possible Emergency, Disaster or Serious Threat to Public Safety, and an effective, efficient response can be best achieved by leveraging collective resources from other political subdivisions. Further, it is acknowledged that coordination of mutual aid through the Michigan Mutual Aid Box Alarm System Association (MI-MABAS) is most effective for best practices and efficient provision of mutual aid.

SECTION TWO

Definitions

The Parties agree that the following words and expressions, as used in this Agreement, whenever initially capitalized, whether used in the singular or plural, possessive or non-possessive, either within or without quotation marks, shall be defined and interpreted as follows:

- A. "Agreement" means the MI-MABAS Agreement.
- B. "Michigan Mutual Aid Box Alarm System" ("MABAS") means a definite and prearranged plan whereby response and assistance is provided to a Requesting Party by an Assisting Party in accordance with the system established and maintained by MI-MABAS Members;
- C. "Party" means a political subdivision which has entered into this Agreement as a signatory;
- D. "Requesting Party" means any Party requesting assistance under this agreement;
- E. "Assisting Party" means any Party furnishing equipment, personnel, and/or services to a Requesting Party under this agreement;

- F. “Emergency” means an occurrence or condition in a Party’s jurisdiction which results in a situation of such magnitude and/or consequence that it cannot be adequately handled by the Requesting Party and such that a Requesting Party determines the necessity of requesting aid;
- G. “Disaster” means an occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-made cause, including fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, or similar occurrences resulting from terrorist activities, riots, or civil disorders;
- H. “Serious Threats to Public Health and Safety” means other threats or incidents such as those described as Disasters, of sufficient magnitude that the necessary public safety response threatens to overwhelm local resources and requires mutual aid or other assistance;
- I. “Division” means the geographically associated Parties which have been grouped for operational efficiency and representation of those Parties;
- J. “Training” means the regular scheduled practice of emergency procedures during non-emergency drills to implement the necessary joint operations of MI-MABAS;
- K. “Executive Board” means the governing body of MI-MABAS composed of Division representatives.
- L. “Effective Date” means the date on which the Agreement is first filed with the Department of State, the Office of the Great Seal, and each county where Parties are located.
- M. “Special Operations Teams” means MI-MABAS recognized teams of personnel with the requisite training and skill for Hazardous Materials

Response, Technical Rescue Response (including Strike Teams and Michigan Task Force 1) and Incident Management Teams.

SECTION THREE

Establishment of the Association, the Divisions and Executive Board of MI-MABAS

A. Establishment of the Association

1. The Parties intend and agree that MI-MABAS is established as separate legal entity and public body corporate pursuant to the Michigan Urban Cooperation Act of 1967, 1967 PA, MCL 124.505(c) and this Agreement.
2. Name of MI-MABAS. The formal name of the Association is “Michigan Mutual Aid Box Alarm System Association”.
3. Federal Tax Status. The Parties intend that MI-MABAS and all Divisions shall be exempt from federal income tax under Section 115(1) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any future tax code
4. State and Local Tax Status. The parties intend that the MI-MABAS and all Divisions shall be exempt from all State and local taxation including, but not limited to, sales, use, income, single business, and property taxes under the applicable provisions of the laws of the State.
5. Title to MI-MABAS Property. All property is owned by MI-MABAS as a separate legal entity. MI-MABAS may hold any of its property in its own name or in the name of one (1) or more of the Parties or Divisions, as determined by the Parties.
6. Principal Office. The principal office of the Association (“Principal Office”) shall be at such locations determined by the MI-MABAS Executive Board.

B. Establishment of the Executive Board.

An Executive Board shall be established to consider, adopt, and amend needed rules, procedures, by-laws and any other matters deemed necessary by the Parties. The Executive Board shall consist of a member elected from each Division of MI-MABAS who shall serve as the voting representative of said Division of MI-MABAS matters, and may appoint a designee from his or her Division to serve temporarily in his or her stead. Such designee shall have all rights and privileges attendant to a representative of the Division. A President and Vice President shall be elected from the representatives of the Parties and shall serve without compensation. The President and other officers shall coordinate the activities of the MI-MABAS Association.

SECTION FOUR

Duties of the Executive Board

The Executive Board shall meet regularly to conduct business and to consider and publish the rules, procedures, and bylaws of the MI-MABAS Association, which shall govern the Executive Board meetings and such other relevant matters as the Executive Board shall deem necessary.

SECTION FIVE

Rules and Procedures

Rules, procedures, and by laws of the MI-MABAS Association shall be established by the Member Units via the Executive Board as deemed necessary for the purpose of administrative functions, the exchange of information, and the common welfare of the MI-MABAS.

SECTION SIX

Authority and Action to Effect Mutual Aid

- A. The Parties hereby authorize and direct their respective Fire Chief or his or her designee to take necessary and proper action to render and/or request mutual aid from the other Parties in accordance with the policies and procedure established and maintained by the MI-MABAS Association.
- B. Upon a Fire Department's receipt of a request from another Party for Fire Services, the Fire Chief, the ranking officer on duty, or other officer as designated by the Fire Chief shall have the right to commit the requested Firefighters, other personnel, and Fire Apparatus to the assistance of the requesting Party. The aid rendered shall be to the extent of available personnel and equipment not required for adequate protection of the territorial limits of the Responding Party. The judgment of the Fire Chief, or his or her designee, of the Responding Party shall be final as to the personnel and equipment available to render aid.
- C. An authorized representative of the Party which has withheld or refused to provide requested assistance under this Agreement shall immediately notify the Requesting Party, and shall submit an explanation for the refusal.

SECTION SEVEN

Jurisdiction Over Personnel and Equipment

Personnel dispatched to aid a party pursuant to this Agreement shall at all times remain employees of the Assisting Party, and are entitled to receive benefits and/or compensation to which they are otherwise entitled to under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress.

Personnel dispatched intrastate to assist a party pursuant to this Agreement continue to enjoy all powers, duties, rights, privileges, and immunities as provided by Michigan Law.

When Parties are dispatched pursuant to the Emergency Management Assistance Compact (EMAC), the Parties shall adhere to all provisions of the EMAC. Personnel

rendering aid shall report for direction and assignment at the scene of the emergency to the Incident Commander of the Requesting Party.

SECTION EIGHT

Compensation for Aid

Equipment, personnel, and/or services provided pursuant to this Agreement, absent a state or federal declaration of emergency or disaster, excluding resources for Special Operations Teams, shall be at no charge to the Requesting Party for the first eight hours. Any expenses recoverable from third parties shall be equitably distributed among Responding Parties. Requests for a response from any MI-MABAS Special Operations Team may require full and complete reimbursement to the responding Team for all expenses, including but not limited to, expenses for equipment, personnel, management and administration and all other services provided at an incident. The Executive Board shall adopt fee schedules that establish rates for Special Operations Team responses. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statutes. The Parties reserve the right to waive any charges to a Requesting Party.

SECTION NINE

Insurance

Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, worker's compensation, and, if applicable, emergency medical service professional liability, with minimum limits of \$1,000,000 auto and \$1,000,000 combined single limit general liability and professional liability. The obligations of the Section may be satisfied by a Party's membership in a self-insurance pool, a self-insurance plan, or arrangement with an insurance provider approved by the state of jurisdiction. The Executive Board may require that copies or other evidence of compliance with the provisions of this Section be provided by the Parties to the Executive Board.

SECTION TEN

Liability

Each Party will be solely responsible for the acts of its own employees, agents, and subcontractors, the costs associated with those acts, and the defense of those acts. The Parties shall not be responsible for any liability or costs associated with those acts and the defense of those acts for Parties outside of their political jurisdictions. It is agreed that none of the Parties shall be liable for failure to respond for any reason to any request for Fire Services or for leaving the scene of an Incident with proper notice after responding to a request for service.

SECTION ELEVEN

No Waiver of Governmental Immunity

All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the activity of Parties, officers, agency, or employees of any public agents or employees of any public agency when performing their respective functions within the territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such Parties, officers, agents, or employees extraterritorially under the provision of this Agreement. No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by any Party of any governmental immunity as provided by the Act or otherwise under law.

SECTION TWELVE

Term

- A. The existence of MI-MABAS commences on the Effective Date and continues until terminated in accordance with this Section.
- B. Any Party may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon thirty (30) days written notice to the Association. The withdrawal of any Party shall not terminate or have any effect upon the provisions of this Agreement so long as the MI-MABAS remains composed of at least two (2) Parties. Parties withdrawing from MI-MABAS and subsequently requesting a mutual aid resource from a MI-MABAS member may be subject to reasonable fees for that resource according to the fee schedule established, and periodically reviewed and updated, by the Executive Board.
- C. This Agreement shall continue until terminated by the first to occur of the following:

- (i) The Association consists of less than two (2) Parties; or,
- (ii) A unanimous vote of termination by the total membership of the Executive Board.

SECTION THIRTEEN

Miscellaneous

- A. Entire Agreement. This Agreement sets forth the entire agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any party. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.
- B. Severability of Provisions. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.
- C. Governing Law/Consent to Jurisdiction and Venue. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced, and governed under the laws of the State of Michigan.
- D. Captions. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.
- E. Terminology. All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.
- F. Recitals. The Recitals shall be considered an integral part of this Agreement.
- G. Amendment. The Agreement may be amended or an alternative form of the Agreement adopted only upon written agreement and approval of the governing

bodies of all Parties. Amendments to this Agreement shall be filed with the Department of State, the Office of the Great Seal, each county of the State where a Party is located, and any other governmental agency, office, and official required by law. The undersigned unit of local government or public agency hereby adopts, subscribes, and approves this Agreement to which this signature page will be attached, and agrees to be a party and be bound by the terms.

- H. Compliance with Law. The Association shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.
- I. No Third Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity.
- J. Counterpart Signatures. This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) agreement.
- K. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting party.
- L. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this

Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.

- M. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid to the person appointed to the governing board by the governing body of the participating agency.

Political Entity

Chief Executive Official

Date