

COUNTY OF FAYETTE, ILLINOIS

ORDINANCE NUMBER 2015-07-14-A

AN ORDINANCE APPROVING THE FAYETTE COUNTY
LOCAL EMERGENCY MANAGEMENT AGENCY (EMA)
COORDINATOR AGREEMENT

ADOPTED BY THE FAYETTE COUNTY BOARD
OF THE COUNTY OF FAYETTE, ILLINOIS
THIS 14th DAY OF JULY, 2015

PUBLISHED BY THE AUTHORITY OF
THE COUNTY BOARD OF FAYETTE COUNTY
THIS 14th DAY OF JULY, 2015

ORDINANCE NO. 2015-07-14-A

AN ORDINANCE APPROVING THE FAYETTE COUNTY LOCAL EMERGENCY
MANAGEMENT AGENCY (EMA) COORDINATOR AGREEMENT

WHEREAS, Fayette County, Illinois (the "County"), has heretofore been duly organized and is now operating as a county under the provisions of the Illinois Counties Code, and all laws amendatory thereof and supplementary thereto (the "Code"); and

WHEREAS, the County Clerk and the Fayette County EMA Committee has reviewed and requested approval from the County Board of the attached Fayette County Local Emergency Management Agency (EMA) Coordinator Agreement (attached hereto as Exhibit A) ; and,

WHEREAS, that said contract is for the purpose of assessing, assigning, and delegating local emergency management to the Fayette County Health Department; and

WHEREAS, it is in the best interests of the County to approve the attached contract.

NOW THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF FAYETTE
COUNTY, ILLINOIS:

SECTION 1. INCORPORATION OF PREAMBLES.

The County hereby finds that the recitals contained in the preambles to this Ordinance are true and correct and does incorporate them into this Ordinance by the reference.

SECTION 2. APPROVAL OF RECOMMENDATION.

The County hereby approves the Fayette County Local Emergency Management Agency (EMA) Coordinator Agreement.

SECTION 3. AUTHORIZATION TO OFFICERS.

The County Board Chairman is authorized, empowered and directed to execute the Contract in the name of the County. The County Clerk is hereby authorized empowered and directed to attest the signature of the County Board Chairman on such Contract. Upon passage

and signing of this Ordinance and the Contract, the County Clerk shall file a certified copy of such executed documents.

SECTION 4. AUTHORIZATION TO OTHERS. All Officers, Employees and Agents of the County are hereby authorized, empowered, and directed to take any and all actions necessary, appropriate or convenient to effectuate the purposes of this Ordinance and complete the execution of the Contract.

SECTION 5. SEVERABILITY.

If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.


SECTION 6. REPEALER.

All ordinances, resolutions, or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

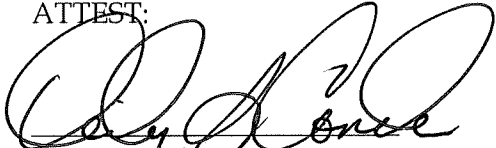
ADOPTED by the County Board of the Fayette County, Illinois on the 14th day of July, 2015, upon yea and nay vote as follows:

JEAN B. FINLEY	Yea
JACOB HARRIS	Yea
JOHN C. DANIELS, JR.	Yea
STEPHEN L. KNEBEL	Yea
GLEN W. DANIELS	Yea
JOHN BLYTHE	Absent
DEAN J. BERNHARDT	Yea
KEITH COLE	Absent
DARRELL SCHAAL	Absent
JOE E. KELLY	Yea
GLENN GURTNER	Yea
TROY L. PATTILLO	Yea
WADE WILHOUR	Yea

APPROVED by the Chairman of the Fayette County Board, Illinois on the 14th
day of July, 2015.


Stephen Knebel, Chairperson
Fayette County Board, Illinois

ATTEST:


Vicky Conder
Fayette County Clerk

{SEAL}

Fayette County
Local Emergency Management Agency (EMA) Coordinator Agreement
Between
Fayette County Board and
Fayette County Health Department

WITNESSED

WHEREAS, the Fayette County Board (hereinafter referred to as "County Board") is responsible for the appointment of a local Emergency Management Agency (EMA) Coordinator;

WHEREAS, the Fayette County Health Department (hereinafter referred to as "Department") employs staff that are willing and able to serve as the EMA Coordinator;

WHEREAS, The Fayette County Board agrees to and does hereby appoint the Fayette County Health Department as EMA Coordinator for Fayette County, Illinois.

It is both parties' intent to enter into an agreement whereby a qualified designee of the Department will serve the function as EMA Coordinator for the County Board. The terms of which are as follows:

NOW THEREFORE, for and in consideration of the mutual promises, covenants, and agreements of the parties, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged by each of the parties, the parties to the following;

I. County Board

- A. Provide the Department with the key to the former EMA office (courthouse basement) and emergency operation center.
- B. Provide access to (including keys), maintain all insurance and license for, and provide maintenance and inspection fees on all EMA equipment including vehicles.
- C. Provide the department a complete and current equipment and vehicle inventory list upon agreement execution.
- D. Maintain the current arraignment with Fayette County Sheriff to handle telephone dispatch for EMA outside the hours of 8 am to 4 pm Monday - Friday, on all Department holidays, or any other time the EMA Coordinator is unavailable.
- E. Ensure the Fayette County EMA Committee meets with the Coordinator at least quarterly.
- F. Reimburse the Health Department quarterly for EMA Coordinator services. Quarterly reimbursement shall be equal to 1/4 of all Fayette County EMA associated grants.
- G. Supply the department with all current grant contracts pertaining to EMA and Contact update as they occur.

II. Department

- A. Fulfill duties and responsibilities as indicated in 29 Illinois Administrative Code 301 (Political Subdivision Emergency Services and Disaster Agencies) that are pertinent to local EMAs and non-mandated EDSAs.
- B. Fulfill all mandates so as to maintain accreditation of the Fayette County EMA.
- C. The Department agrees to employ a EMA Coordinator whose work efforts will be 50% of the county's standard work week (35 hours). This is understood to be 17.5 hrs.
- D. The Department will maintain the coordinator as an employee of the Department. In doing so, the coordinator will abide by the Department policy manual and all other department policies including cost of living adjustments, health insurance, and travel reimbursement.
- E. The Department will provide fuel for the vehicles.
- F. The EMA Coordinator will comply with and implement the guidelines for Fayette County EMA Coordinator as attached hereto and incorporated by reference herein.
- G. The Department will submit a quarterly bill to the county for payment.

TERM AND TERMINATION

The term of this agreement will be for 12 month period commencing on July 1, 2015, and concluding on June 30, 2016. This agreement will be renewed annually. This agreement may be terminated by either party by giving 14 days written notice.

For and on Behalf of:

Fayette County Board


Stephen Knebel, Chairman

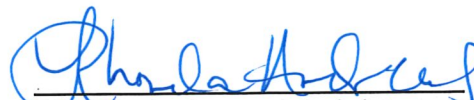
Date: 7/20/2015

For and on Behalf of:

Fayette County Health Department

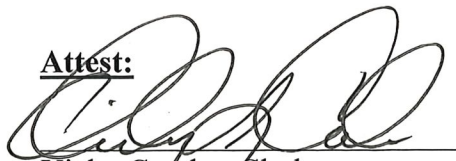

Darrell Schaal, Board President

Date: 8-4-15


Rhonda Andrews, Administrator

Date: 7/29/15

Attest:


Vicky Conder, Clerk
Fayette County Board

Guidelines for Fayette County EMA Coordinator

1. Coordinator shall work 17.5 hours per week within the EMA program and shall be on call for emergencies at all other times. When more than 17.5 hours are worked in one week because of a disaster or other EMA related business, the Coordinator shall reduce time in the EMA program the following week so that an average of 17.5 hours are worked throughout the term of the contract.
2. Coordinator shall ensure all required reports are accurately processed and forwarded to the State in a timely manner.
3. Ensure that all EMA volunteers are screened and approved by the EMA committee.
4. Maintain a log book for all EMA vehicles which includes the current mileage, destination date and purpose of use.
5. All EMA equipment shall be stored in the Emergence Operations Center in the basement of the courthouse, at the Health Department, or other Fayette County owned property.
6. Coordinator shall maintain a current inventory of all EMA equipment. Said inventory shall be available for review by the EMA Committee members during regular Department office hours.
7. Coordinator will ensure that all equipment shall undergo a periodic inspection and necessary maintenance shall be performed in order to assure its readiness in the event of a disaster.
8. All equipment shall not be loaned without prior approval of the County Board Chairman, with the exception of necessary emergency equipment being loaned to a hospital, nursing home, or similar organization in an emergency situation if the County Board Chairman is unavailable.
9. EMA vehicles shall be used for official business only.
10. Coordinator shall report, ether orally or in writing, to the County Board at each monthly meeting. The report shall include information regarding EMA participation in community events, training activities, responses to emergencies and all other pertinent information.