

MEMORANDA OF UNDERSTANDING

AMATEUR RADIO EMERGENCY COMMUNICATIONS
BETWEEN THE
SHERBURNE COUNTY AMATEUR RADIO EMERGENCY SERVICE (ARES)
AND
SHERBURNE COUNTY

I. INTRODUCTION

A. Background

The United States Congress formally established the Amateur Radio Service in the Communications Act of 1934. Title 47, Code of Federal Regulations, Section 97.1 provides, in part. "The rules and regulations in this part are designed to provide an amateur radio service having a fundamental purpose as expressed in the following principles:"

Recognition and enhancement of the value of the amateur service to the public as a voluntary noncommercial communication service, particularly with respect to providing emergency communications."

Title 47, Code of Federal Regulations, Section 97.161, established the Radio Amateur Civil Emergency Service (RACES) to provide.. "...For amateur-radio operation for civil defense communications purposes only, during periods of local, regional or national civil emergencies, including any emergency which may necessitate invoking the President's War Emergency Powers..."

B. Purpose

This agreement between the Sherburne County ARES and Sherburne County is to establish a broad framework of cooperation and close working relationship for county-wide emergency communication functions. It is intended to enhance the county-wide communications readiness, through joint coordination and practical exercise.

C. Operation

In order that amateur radio emergency communications personnel, facilities and procedures of Sherburne County may be coordinated and utilized to the fullest extent possible for supporting disaster relief operations, the Sherburne County ARES and Sherburne County have agreed to the following:

1. A Sherburne County Public Health Department representative is invited to participate in Sherburne County ARES Planning Committee meetings for the planning of coordinated amateur radio auxiliary communication services for all of Sherburne County, including personnel, facilities and operational policies and procedures. This representative will be a primary contact person for Sherburne County ARES.
2. The Sherburne County Public Health Department representative will be responsible for representing his/her view and positions on Sherburne County ARES proposals and other matters. The Sherburne County Public Health Department representative will have the right to review, approve, reject or propose modifications to any agreements made by him/her which impact the Sherburne County Public Health Department. Sherburne County ARES will provide the Sherburne County Public Health Department with a current copy of the Emergency Response Plan each time it is updated.
3. The Sherburne County ARES will designate a core group of federally licensed radio operators to act as Net Control Operators for Sherburne County.
4. The Sherburne County Public Health Department will strive to maintain their back-up emergency power sources in good condition in order to assure their readiness in the event of a disaster or other emergency situation.

MEMORANDA OF UNDERSTANDING

5. The Sherburne County ARES will select designated amateur radio operators who will be capable of functioning as Net Control Stations or Liaison Stations for weather nets, Sherburne County traffic & information nets and emergency/training nets.
6. The Sherburne County Public Health Department approves the use of their amateur radio station by Sherburne County ARES for training or other related activities whenever the station is not being used or scheduled for an activity by another group. Sherburne County ARES will schedule and coordinate its use of the Sherburne County Public Health Department amateur radio station in advance with the Sherburne County Public Health Department representative, and the Sherburne County ARES Planning Committee, whenever possible.

II. IDENTIFICATION

Sherburne County ARES volunteers will be identified by identification badges provided by the Sherburne County ARES Emergency Coordinator. Each volunteer must be able to produce their FCC operator's license with his/her signature and license class designation. All Sherburne County ARES volunteers must pass a criminal background investigation through the Sherburne County Sheriff's Department. Upon successful completion of a background check, ARES volunteers will receive a Sherburne County photo identification card.

III. IMPLEMENTATION PROCEDURES

A. Notification of Sherburne County ARES by Sherburne County Public Health Department

Upon notification or determination of an emergency condition or situation posing an extraordinary threat to life and/or property, and upon notification or determination that this incident is posing or will pose an unbearable strain on available communications abilities, an authorized individual of the Sherburne County Public Health Department shall request the activation of Sherburne County ARES by contacting the Sherburne County Emergency Coordinator (EC) or one of the Assistant Emergency Coordinators (AEC) as listed in the Sherburne County ARES Emergency Response Plan.

Upon cessation of the emergency condition, as determined by the Sherburne County Emergency Services Director, the Sherburne County Public Health Department representative will notify the Sherburne County EC, and the EC shall issue a deactivation order. Deactivation of the Sherburne County ARES will be announced.

B. Disaster Response Time

The parties to this MOU recognize that Sherburne County ARES is a volunteer organization and that response times for providing communications services will vary. In a major disaster some delay in response time of more than an hour may be expected, as the volunteers have been instructed to provide first for the welfare of their families, property and work responsibilities.

C. Sherburne County ARES Response

Upon declaration of a test, emergency or disaster, notified/activated ARES volunteers will discharge their volunteer duties under the express direction and control of the Sherburne County Emergency Services Director. The Emergency Services Director may, at his discretion, delegate this ARES authority to an authorized representative of the Sherburne County Public Health Department and the ARES volunteers will then discharge their volunteer duties pursuant to the terms of this agreement and under the express direction and control of the authorized representative of the Sherburne County Public Health Department. The content of all official communications going out of the Sherburne County Emergency Operations Center, Public Health Department and any other locations under the command and control of the Emergency Services Director in a declared emergency, shall be determined expressly by the Sherburne County Sheriff, Emergency Services Director or properly delegated authority.

MEMORANDA OF UNDERSTANDING

Upon notification by the authorized representative of Sherburne County Public Health Department, the notified Sherburne County ARES representative will institute activation in accordance with the Sherburne County ARES Emergency Response Plan and establish communications as appropriate.

Upon arrival at the Sherburne County Government Center, Sherburne County ARES will organize and provide backup communications needs for Sherburne County, establishing radio stations at locations deemed mandatory by the Sherburne County Public Health Department representative.

Sherburne County ARES will activate available city and county-owned communications resources, qualified ARES operators (with personally owned radio equipment), and will undertake resource mobilization efforts to provide reliable sustained communications until termination of the test, emergency or disaster.

IV. TESTS

Sherburne County ARES will conduct routine tests of its communications resources and participate, to the extent possible, in Simulated Emergency Tests (SETS) and special events. Sherburne County ARES will actively support the monthly "Bioterrorism Health Net" by having a Net Control Operator check into this net, using the Sherburne County Public Health Department base station, on the assigned date and time as scheduled by the Net Control Station in charge. At present, this net is held on the Collegeville Repeater (147.015 MHz, negative offset, no tone). The Bioterrorism Health Net is normally held on the first Wednesday of every month at 1300hrs local time.

V. TERMINATION OF THE MEMORANDUM OF UNDERSTANDING

This MOU may be amended or terminated upon 30 days written notification by either party.

AUTHORIZED SIGNATURES OF THE AGREEING PARTIES

_____	_____	_____	_____
Sherburne County ARES	Date	Sherburne County Sheriff	Date

_____	_____	_____	_____
Sherburne County ARES	Date	Sherburne County Emergency Svcs Dir	Date

_____	_____
Sherburne County Director of Pub Health	Date