

## IX. APPENDIX E—MEMORANDUM OF UNDERSTANDING

### **Mesa County Communications Officers Association Memorandum of Understanding (An appendix to the Mesa County JIS/JIC Plan)**

#### **A. Mission**

It is the mission of the Mesa County Communications Officers Association (MCCOA) to provide incident information, designed to support any agency having jurisdiction during a large scale event. The MCCOA consists of representatives from a large number of public, private and non-profit entities in Mesa County.

#### **B. Scope**

The scope of this document shall apply to all of Mesa County, except federal lands and shall include lands within the incorporated limits of municipalities of Mesa County.

#### **C. Purpose**

Incidents within Mesa County require a standardized management system. All agencies and political subdivisions that participate in the MCCOA, agree to utilize the National Incident Management System (NIMS) for all multi-agency and/or multi-jurisdictional incidents to the degree possible.

As emergency incidents often require that information be disseminated to the public, the members of the MCCOA have agreed to help staff a Joint Information Center when necessary, and to use the Joint Information System in their cooperative efforts. Members of the MCCOA compiled the Mesa County JIC/JIS plan to provide a framework for collaborative operations during these multi-agency incidents.

The Mesa County Joint Information Center (JIC) is a physical location where public affairs professionals from organizations in incident management activities work together in conjunction with the Emergency Operation Center (EOC) and or the Incident Commander to provide critical emergency information, crisis communications, and public affairs support. The Mesa County JIC serves as a focal point for the gathering, verifying, coordinating, and disseminating of information to the public and media concerning incident response, recovery, and mitigation. The Mesa County Joint Information System (JIS) uses pieces of the JIC structure, but does not always have a designated location (or may have PIOs coordinating efforts at several locations). The JIS is designed to work equally well for

small and large situations and can expand or contract to meet the needs of the incident. The MCCOA will be available for staffing and managing the JIC. The goal of the JIC is to “Get the right information to the right people at the right time.”

**D. Staffing**

Personnel from the signatory agencies agree to help staff the Joint Information Center (during incidents when an Emergency Operations Center is activated), when it is determined necessary by the Emergency Operations Center or Incident Commander. On smaller incidents, staff from this agency will work as part of the Joint Information System, when it is determined feasible by their agency.

**E. Costs**

During the initial days of activation of a Joint Information Center (or use of the Joint Information System), staff salaries will continue to be paid by the agency that employs them. If the incident becomes longer term, and reimbursement (by the federal government or other entities) becomes possible, that avenue will be pursued by the Emergency Operations Center.

**F. Terms**

1. This agreement does not supersede, supplant nor is it intended to supersede or supplant any statutory responsibility on any party's part. A party may not and shall not claim or assert that it is relieved of any legal obligation by virtue of the existence of this agreement.
2. This agreement shall remain in effect for a period of three years from the date of execution of the last signatory party. The agreement shall renew thereafter. Upon written notification from the Mesa County Emergency Manager to all participating parties prior to the expiration date of the agreement any party may decline to renew.
3. The obligations and procedures established under this agreement shall be reviewed every three years by the MCCOA prior to the anniversary of the effective date of the agreement. After said review, the MCCOA shall prepare a written report detailing the change(s) or modification. The report, in total or parts thereof, will be proposed for adoption amendments to this agreement and will be adopted only upon unanimous agreement by all signatories.

4. Each party shall be responsible for its own costs incurred in the performance of this Memorandum of Understanding (unless a separate agreement is made specific to a particular incident).
5. Any party may terminate its involvement in this agreement upon thirty (30) days written notice to the Emergency Manager of Mesa County.
6. Any grievance, protest or complaint by any party to this agreement with respect to this agreement shall be made in writing to the Emergency Manager of Mesa County. Who will then present the issue for discussion and resolution to the MCCOA at the next regularly scheduled meeting.
7. Any cancellation, grievance, protest or complaint registered with the Emergency Manager of Mesa County by a party to this agreement shall require a written acknowledgment from the Emergency Manager of Mesa County to that party within ten (10) working days of receipt of that cancellation, grievance, protest or complaint.

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

Your signature on this document indicates your agency's willingness to participate in the JIC/JIS system, when appropriate, or necessary.

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City of Grand Junction, Administration  
City Manager

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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City of Grand Junction Fire Department  
Chief

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION  
Memorandum of Understanding  
Signature Page**

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City of Grand Junction Police Department  
Chief

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
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Mesa County, Administration  
County Administrator

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
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Mesa County Health Department  
Director

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Date



**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Mesa County Sheriff's Office  
Sheriff

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION  
Memorandum of Understanding  
Signature Page**

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2-1-1 Services  
Supervisor

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Mesa County School District 51  
Superintendent

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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St. Mary's Hospital  
Director

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Xcel Energy  
Manager

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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VA Medical Center  
Director

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Community Hospital  
President and CEO

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Plateau Valley Fire District  
Chief

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Date



**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Colorado State Patrol  
Major

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Division of Wildlife  
Regional Manager

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION  
Memorandum of Understanding  
Signature Page**

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Clifton Fire Protection District  
Chief

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION  
Memorandum of Understanding  
Signature Page**

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Fruita Police Department  
Chief

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Palisade Fire Department  
Chief

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Walker Field Airport Authority  
Airport Manager

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Mesa County Department of Human Services  
Director

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Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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City of Grand Junction  
Public Works Director

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Date



**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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American Red Cross Western Colorado Chapter  
Executive Director

\_\_\_\_\_  
Date

**MESA COUNTY COMMUNICATIONS OFFICERS ASSOCIATION**  
**Memorandum of Understanding**  
**Signature Page**

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Family Health West  
CEO

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Date

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**Memorandum of Understanding**  
**Signature Page**

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City of Grand Junction, Administration  
City Manager

9-13-07

\_\_\_\_\_  
Date