



**Department of Emergency Services**

**Memorandum**

**11226**

**DATE:** May 5, 2010

**TO:** Board of Acquisition and Contract

**FROM:** Anthony W. Sutton, Commissioner of Emergency Services

**RE:** Authority to enter into a grant agreement with the New York State Office of Homeland Security for provision of Interoperable Emergency Communication Grant Program funds in order to establish common planning and operational protocols and improve emergency responder skills and capabilities relating to emergency services radio communications.

Authority is requested for the County of Westchester (the "County"), acting by and through the Department of Emergency Services (the "Department"), to enter into an agreement with the State of New York, acting by and through New York State Office of Homeland Security ("NYSOHS"), for the provision of Interoperable Emergency Communication Grant Program funds in order to improve common planning and operational protocols and emergency responder skills and capabilities relating to emergency services radio communications. The total not to exceed amount payable by NYSOHS to the County under the agreement shall be Four Hundred and Thirty Thousand (\$430,000.00 ) Dollars. The agreement shall have a term commencing September 1, 2008 and expiring August 31, 2010. It should be noted that while the expiration date is drawing near, NYSOHS has applied to the U. S. Department of Homeland Security for a one (1) year extension and is confident the request will be approved. The delay in submission of a resolution to your Honorable Board is attributable to a delay in development of the agreement and acceptable program objectives. In the event the agreement term is extended, authority is requested to sign any documents required by NYSOHS to effectuate such purpose.

Pursuant to the proposed agreement, the Department shall utilize the funds to establish common planning and operational protocols and improve emergency responder skills and capabilities through the creation of a field operations guide to be used by emergency services radio communications staff throughout the County. A consultant will be hired by the Department to assist in the development of the guide. The consultant will also conduct training and exercises for emergency services radio communications staff in the utilization of the guide in order to enhance the region's interoperable communications capabilities. A separate resolution will be submitted to your Honorable Board at a future date for authorization to hire this consultant.

The goal and objective of this agreement is to establish common planning and operational protocols and improve emergency responder skills and capabilities. The Department will be able to monitor the effectiveness of this effort through a series of performance measures required by NYSOHS. The protocols and training provided will enhance the safety and security of Westchester County residents.

Attached for your approval is an appropriate resolution.

AWS/tsa

## RESOLUTION

Upon a communication from the Commissioner of Emergency Services, be it hereby

**RESOLVED**, that the County of Westchester (“County”) acting by and through the Department of Emergency Services (the “Department”), is authorized to enter into an agreement with the New York State Office of Homeland Security (“NYSOHS”) for the provision of Interoperable Emergency Communication Grant Program funds in order to establish common planning and operational protocols and improve emergency responder skills and capabilities relating to emergency services radio communications; and be it further

**RESOLVED**, that the agreement shall have a term commencing September 1, 2008 and expiring August 31, 2010, noting in the event NYSOHS notifies the County that the agreement term has been extended, that the County is authorized to sign any documents required by NYSOHS to effectuate such purpose; and be it further

**RESOLVED**, that the total not to exceed amount payable to the County under the agreement shall be Four Hundred and Thirty Thousand (\$430,000.00) Dollars, pursuant to an approved budget; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	20	998J	9853	T998	\$430,000

Budget Funding Year(s) 2008-2010 Start Date 9/1/08 End Date: 8/31/10  
(must match resolution)

Funding Source Tax Dollars 0

State Aid 0

\$430,000 Federal Aid \$430,000

\_(must match resolution)

Other 0