



SPECIAL COMMON COUNCIL MEETING AGENDA

Tuesday, August 1, 2023 - 6:00 PM

- A. Call to Order & Roll Call
- B. New Business
 - 1. Discussion and decision to approve Memorandum of Understanding between the City of Greenfield and Village of Bayside to establish an Emergency Management 911 Dispatch Services Backup Center (T. Lemmers)
 - 2. Common Council to go into closed session pursuant to Wis Stat. sec. 19.85(1)(c) & (e) & (f); Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations
 - a. Discuss current vacancies in the Greenfield Health Department and possible intermunicipal agreement as to the same
 - 3. Adjourn closed session and reconvene into open session and take any action (if any) on matter discussed in closed session
 - 4. Discussion and possible action regarding process and current status of 2023 full property tax assessment revaluation
- C. Adjourn

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request this service, contact the Department of Human Resources at 329-5208, (FAX) 543-6158, TDD 1-800-947-6644 (Wisconsin Telecommunications Relay System), or by writing to the Director of Human Resources/ADA Coordinator at Greenfield City Hall, 7325 West Forest Home Avenue, Room 101, Greenfield, WI 53220. Greenfield City Hall is wheelchair accessible from the west and south entrances.

MEMORANDUM OF UNDERSTANDING

Between Village of Bayside and City of Greenfield

Subject: Emergency Management 911 Dispatch Services Backup Center

Effective Date: July 2023

This Memorandum of Understanding (MOU) is made and entered into this [Effective Date], by and between the Village of Bayside, represented by [Village Representative Name and Title], located at [Village Address], hereinafter referred to as "Bayside," and the City of Greenfield, represented by [City Representative Name and Title], located at [City Address], hereinafter referred to as "Greenfield."

WHEREAS, both parties recognize the importance of providing efficient and effective emergency management services to their respective communities; and

WHEREAS, Bayside and Greenfield acknowledge the need to establish a collaborative arrangement to ensure uninterrupted 911 dispatch services in case of any unforeseen disruptions to their respective dispatch centers; and

WHEREAS, this MOU outlines the terms and conditions for establishing an Emergency Management 911 Dispatch Services Backup Center;

NOW, THEREFORE, the parties hereby agree as follows:

1. Purpose:

The purpose of this MOU is to formalize the collaborative effort between Bayside and Greenfield to establish an Emergency Management 911 Dispatch Services Backup Center. The Backup Center will serve as a contingency facility to ensure the continuity of emergency dispatch services in the event of emergencies, technical failures, natural disasters, or any other incidents that may affect the primary dispatch centers.

2. Scope of Services:

- 2.1. Bayside shall make available its emergency management facilities and resources to Greenfield during times of need, subject to the terms outlined in this MOU, and vice versa.
- 2.2. Greenfield shall have access to Bayside's 911 dispatch system, infrastructure, and support services to facilitate seamless emergency call handling and dispatching during backup operations, and vice versa.

3. Responsibilities:

- 3.1 Provide access to its 911 dispatch center and associated equipment to authorized personnel during backup operations.
- 3.2. Designate a point of contact who will coordinate with designated representative for backup center activation and deactivation procedures.
- 3.3. Ensure the Backup Center's readiness, including regular maintenance of equipment, testing of

communication systems, and training of personnel to ensure efficient functioning during emergencies.

3.4 Prioritize the use of the Backup Center for emergency call handling and dispatching purposes during disruptions to its primary dispatch center.

3.5. Provide personnel with the necessary training and orientation to effectively utilize backup facilities and resources.

3.6. Appoint a point of contact responsible for coordinating during backup center operations.

4. Activation and Deactivation of Backup Center:

4.1. The Backup Center shall only be activated when the primary dispatch center is unable to provide adequate 911 services due to emergencies or technical failures.

4.2. The decision to activate or deactivate the Backup Center shall be mutually agreed upon by both parties, with the aim of ensuring the best possible emergency response for both communities.

5. Term and Termination:

5.1. This MOU shall become effective as of the date first written above and shall remain in effect until terminated by either party.

5.2. Either party may terminate this MOU by providing written notice of its intent to terminate at least 30 days before the desired termination date.

6. Indemnification/Hold Harmless:

6.1. Bayside shall hold harmless and indemnify Greenfield for and from any and all liability in any way arising from or related to any activity undertaken by Bayside (or its agents, employees and/or subcontractors) pursuant to, in regard to or in any way relating to any aspect of this Agreement or any action authorized by this Agreement or taken pursuant to this Agreement (whether expressly authorized or not).

6.2 Greenfield shall hold harmless and indemnify Bayside for and from any and all liability in any way arising from or related to any activity undertaken by Greenfield (or its agents, employees and/or subcontractors) pursuant to, in regard to or in any way relating to any aspect of this Agreement or any action authorized by this Agreement or taken pursuant to this Agreement (whether expressly authorized or not).

7. Insurance:

Each Party shall be responsible for obtaining and maintaining its own liability and property insurance against losses or liability related to this Agreement.

8. Governmental Immunities and Damage Limitations:

No provision of this Agreement is intended, nor shall be construed, to be a waiver for any purpose of any provision of Wis. Stat. Sections 893.80 or 345.05 or any other notice requirements, governmental immunities, or damage limitations that may apply to Bayside or Greenfield, their employees, officials or agents.

9. Confidentiality:

Both parties shall maintain the confidentiality of any sensitive information or data accessed or shared during the backup center operations, in compliance with applicable laws and regulations.

10. Amendments:

Any amendments to this MOU shall be made in writing and duly signed by both parties.

IN WITNESS WHEREOF, the duly authorized representatives of the Village of Bayside and the City of Greenfield have executed this Memorandum of Understanding as of the date first written above.

[Signature]

[Village Representative Name and Title]

Village of Bayside

[Signature]

[City Representative Name and Title]

City of Greenfield