

WHEREAS, the Parties wish to provide for a continued state of readiness in preparing for, responding to, and recovering from disasters and emergencies;

WHEREAS, Search and Rescue operations constitute mutual aid in accordance with the laws of the State of Texas, including but not limited to Sections 418.004(11) and 421.001(3) (defining homeland security activity) of the Government Code;

WHEREAS, Search and Rescue operations are necessary for disaster assistance and constitute emergency assistance, emergency work, and/or emergency protective measures under Federal law, including but not limited to the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C.A. §§ 5121-5207 (Stafford Act) and related authorities;

WHEREAS, the Stafford Act and related authority provisions include but are not limited to 42 U.S.C.A. §§ 5170b(a)(3)(work and services to save lives and protect property), 5195a(3) (emergency preparedness), 44 C.F.R. §§ 206.201(b) (emergency work), 206.225(a) (emergency protective measures are eligible emergency work), 206.346(a)(2) (emergency assistance for emergency protective measures), and/or FEMA Policy 9523.6;

WHEREAS, notwithstanding the foregoing, the Parties acknowledge that this MOU and the provision of any services hereunder is not contingent on the reimbursement of any costs through Federal funding and/or State funding;

WHEREAS, the Parties wish to enter memorialize terms that will help reduce the vulnerability of people and communities in Fort Bend County to damage, injury, and loss of life and property;

WHEREAS, the Parties wish to memorialize terms that will help prepare for prompt and efficient rescue, care, and treatment of persons victimized or threatened by disasters; and

WHEREAS, the Parties wish to memorialize terms that will provide collaboration and cooperation among the Parties in responding to emergency situations and declared disasters in Fort Bend County, which such actions are to protect and in the interest of public health and safety.

Now Therefore, it is mutually understood by, between, and among the Parties that:

III. Terms

1. **Definitions.** The following terms shall have the meanings set forth herein in this MOU. All other terms not expressly defined, within this Section or elsewhere within this MOU, shall have the meaning ascribed to them under the Act.
 - a. **Activation period** means that period of time when Fort Bend County has activated its Emergency Operations Center.
 - b. **Disaster** means, in accordance with Section 418.004(1) of the Government Code, the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made cause, including fire, flood, earthquake, wind, storm, wave action, oil spill or other water contamination, volcanic activity, epidemic, air contamination, blight, drought, infestation, explosion, riot, hostile military

or paramilitary action, extreme heat, other public calamity requiring emergency action, or energy emergency.

- c. **Declared disaster** means a state of local disaster that has been declared by the County Judge of Fort Bend County pursuant to Section 418.108 of the Texas Government Code; a state of disaster that has declared or proclaimed by the Governor of the State of Texas pursuant to Section 418.014 of the Texas Government Code wherein such declaration or proclamation includes Fort Bend County; or a declaration or proclamation of disaster or emergency by the President of the United States pursuant to the Stafford Act, including but not limited to declaration of a major disaster under the Stafford Act, wherein such declaration or proclamation includes Fort Bend County. The Parties hereto acknowledge that a disaster may be declared, inter alia, in advance of a meteorological event (i.e., hurricanes, tropical storms) or other event that presents imminent threat of widespread or severe damage, injury, or loss of life or property to the persons and property within Fort Bend County, Texas.
- d. **EOC** means the Fort Bend County Emergency Operations Center.
- e. **Emergency Situation** means an actual or potential condition, where, in the opinion of the Sheriff and/or Fort Bend Office of Emergency Management (OEM) or the Sheriff's designee and/or Fort Bend Office of Emergency Management's designee, delay in response will or is likely to result in unnecessary danger to, further injury of, unnecessary suffering by, or the death of, a person(s).
- f. **NIMS** means the National Incident Management System, which is a system to enable effective, efficient, and collaborative incident management.
- g. **SAR** means Search and Rescue operations, which includes any search, rescue, or emergency medical search and rescue operation wherein there is good reason to believe that a person(s) being searched for has a life-threatening injury; that persons are under imminent threat to life and safety due to a predicted weather or meteorological event; that persons are under threat to life and safety due to conditions in the aftermath of a declared disaster; and/or the search for those persons who due to age, physical condition, mental condition, health or mental ability are in a life-threatening situation and may be at extreme risk of serious injury or death because they cannot take care of themselves and/or make rational decisions. For clarification, search and rescue operations does not include the removal of any deceased person. Search and rescue operations include operations by ground, air, or water.

2. **Contact Persons.**

- A. **Designated contact person(s).** The following persons shall serve as each Party's authorized representative for the implementation, administration, and provision of services under this MOU. Because these persons shall be involved with the day-to-day implementation of services under this MOU and time is of the essence in performing services hereunder, the information herein may include information making the contact person available at all times during activation (24/7). Thus, each Party's designated contact person(s) shall maintain a copy of this MOU in a readily accessible location at all times.

County's Contact Person:

Jeff Braun
Fort Bend County Emergency Management Coordinator
Fort Bend County Office of Emergency Management
307 Fort Street
Richmond, TX 77469

Phone (office): (281) 238-3440

Phone (mobile): (not available to the public; to be provided on Contact Information Form to be completed by Jeff Braun)

Facsimile: (281) 342-4798

Email: jeff.braun@fortbendcountytexas.gov

Sheriff's Primary Contact Person:

Sheriff Troy Nehls,
1410 Williams Way Blvd.
Richmond, TX 7749

Phone (office): (281) 341-4700

Phone (mobile): (not available to the public; to be provided on Contact Information Form to be completed by Sheriff Nehls)

Facsimile: (281) 341-4701

Email: troy.nehls@fortbendcountytexas.gov

Sheriff's Secondary Contact Person:

David Marcaurele
Chief Deputy, Fort Bend County Sheriff's Office
1410 Williams Way Blvd.
Richmond, TX 7749

Phone (office): (281) 341-4700

Phone (mobile): (not available to the public; to be provided on Contact Information Form to be completed by Chief Marcaurele)

Facsimile: (281) 341-4701

Email: david.marcaurele@fortbendcountytexas.gov

TEXSAR's Primary Contact Person:

Justen Noakes,
Chief Executive Officer,
TEXSAR, Inc.
657 County Road 2720
Mico, TX 78056

Phone (office): (512) 994-4727

Phone (mobile): (not available to public; to be provided on Contact Information Form)

Email: Justen.noakes@texsar.org

TEXSAR's Secondary Contact Person:

Laura Norman,
Team Leader,
TEXSAR, Inc.
1326 Village Garden Drive
Missouri City, TX 77459

Phone (office): (512) 994-4727

Phone (mobile): (not available to public; to be provided on Contact Information Form)

Email: laura.norman@texsar.org

- B. **Change in designated contact person(s).** Each Party hereto agrees that it shall provide notice to the other Parties hereto in the event of any change in the person(s) who is/are serving as that Party's contact person for the implementation, administration, and provision of services under this MOU.
- C. **Use of Contact Information Form.** To the extent that this MOU does not display the address and/or phone number of any of a Party's Designated Contact Person(s) above,

then each Party agrees that it shall provide such phone number to the other Parties hereto within ten (10) business days after the full execution of this MOU by completion of the Contact Information Form that is attached hereto as **Exhibit A**. Each Party's Designated Contact Person(s) shall maintain the completed Contact Information Form(s) in a readily accessible location at all times. Notwithstanding the foregoing, the exchange of such contact information between the Parties hereto shall not be deemed as a waiver of any exceptions or bases to resist disclosure of such information or any portion thereof in accordance with the Public Information Act, which is codified as Chapter 552 of the Texas Government Code.

3. **Implementation and Provision of Assistance**

A. **County's obligations.**

- 1) **Inclusion of Sheriff in EOC.** Upon a declared disaster and activation of its EOC, the County shall include a liaison from the Sheriff in its activated team. The County understands that the EOC liaison is not required to be the contact person for purposes of implementing this MOU.
- 2) **Utilize NIMS.** The County shall use the NIMS during activation periods.
- 3) **Joint decision to request assistance from TEXSAR.** The County shall confer with the Sheriff and OEM in determining whether to request assistance from the TEXSAR and in determining the assistance to be requested in the event of a declared disaster. For purposes of this, the request for assistance shall include identification of the type of assistance needed, a general description of the nature of the disaster, affirmation that the disaster constitutes a declared disaster, identifying the location for staging and set-up of the appropriate services, and an estimate of the amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time that each will be needed. To the extent some of this is not known at the time of request, the County shall use its best efforts in the development of such information. In the event the Sheriff and/or OEM wishes to request assistance from TEXSAR in responding to Emergency Situations, the Sheriff is not required to confer with the County and decisions as to the assistance from TEXSAR shall be made solely by the Sheriff and/or OEM.
- 4) **Inclusion of TEXSAR in EOC.** In the event of a declared disaster and wherein assistance is requested from and to be provided by TEXSAR within the areas subject to this MOU, then upon approval from the County's Emergency Management Coordinator, the TEXSAR Incident Management Team members may be stationed within the Fort Bend County Office of Emergency Management, which is located at 307 Fort Street, Richmond, TX 77469, or at a location designated by the Office of Emergency Management.
- 5) **Inclusion of TEXSAR in first-responder base.** In the event of a declared disaster wherein assistance is requested from and to be provided by TEXSAR within the areas subject to this MOU, then upon approval from the County's Emergency Management Coordinator, the TEXSAR strike team and/or task force members may be housed with first-responders within a first-responder base, if any; provided however, that in the event a first-responder base is used in property not owned by the County, then such use by TEXSAR must also be permissible under any interlocal agreement, memorandum of understanding, or other agreement that the County has entered into governing use of a facility as a first-responder base in property that is not owned by the County.
- 6) **Joint decision to request demobilization.** The County shall confer with the Sheriff

and/or OEM in determining whether to request the TEXSAR to demobilize.

- 7) Training/Exercises. Each Party agrees that conducting training/exercises is vital for maintaining continued states of readiness in responding to disasters. The County may conduct or participate in training and/or exercises involving the County of Fort Bend and include TEXSAR in such training and/or exercises. It is acknowledged that training/exercises may be dangerous and potentially life threatening. TEXSAR members may decline to participate in any such training/exercise. The County will not be liable to TEXSAR for any and all claims arising out of TEXSAR's participation in training/exercises. The County's liability arising from its obligations under the MOU shall be governed by the Texas Tort Claims Act.

B. Sheriff's obligations.

- 1) Inclusion of Sheriff in EOC. The Sheriff shall have a liaison present at the EOC upon receiving notification from the County of its activation and request for attendance. The Sheriff understands that the designated EOC liaison does not need to be the contact person(s) listed above (since the liaison is required to be physically present within the EOC).
- 2) Utilize NIMS. The Sheriff agrees that it also shall utilize the NIMS during activation periods.
- 3) Joint decision to request assistance from TEXSAR. In the event of a declared disaster, the Sheriff and OEM shall confer with the County in determining whether to request assistance from TEXSAR. For purposes of this, the request for assistance shall include identification of the type of assistance needed, a general description of the nature of the disaster, affirmation that the disaster constitutes a declared disaster, identifying the location for staging and set-up of the appropriate services, and an estimate of the amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time that each will be needed. To the extent some of this is not known at the time of request, the Sheriff shall use its best efforts in the development of such information. In the event the Sheriff wishes to request assistance from TEXSAR in responding to Emergency Situations, the Sheriff and/or OEM is not required to confer with the County and decisions as to the assistance from TEXSAR shall be made solely by the Sheriff and/or OEM.
- 4) Issue request for assistance to TEXSAR. Upon a joint decision to make such a request, the Sheriff and/or OEM shall issue the request for assistance and communicate the request to TEXSAR. Communication of the request for assistance shall be made by the Sheriff, the Sheriff's primary contact person or, if the primary contact person is unavailable, then by the Sheriff's secondary contact person. The request for assistance may be issued by utilizing the attached **Exhibit B** or by any other available means. **Exhibit B** includes describing the following information:
 - a) A general description of the damage sustained or threatened;
 - b) Identification of the emergency service function or functions for which assistance is needed (e.g., search and rescue, transportation, communications, planning and information assistance, resource support, or other Protective Service Measures);
 - c) The amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time that each will be needed;
 - d) The need for sites, structures, or buildings to serve as relief centers or staging areas for incoming personnel, goods, equipment, and services;
 - e) Contact name and number of a person for the responding team to meet;
 - f) The means for team to enter the areas subject to this MOU and that have been

designated by the County;

- g) Official requests for assistance from a State or Federal authority, if necessary; and
 - h) The names of any other entities which have also been asked to assist.
- 5) Event tracking. In the event of a declared disaster, the Sheriff, through their liaisons at the EOC, shall inform the County when the request is communicated to TEXSAR, by verbal and email communication to the County's contact person listed above and by way of status entry into the position log in Web EOC (for the event tracking system) and shall provide a copy of the request to the County's contact person. The Sheriff shall also enter the TEXSAR response to the request for assistance, and ensuing disaster-related developments, by way of status entries into the position log.

C. **TEXSAR obligations.**

- 1) Response to request for assistance. TEXSAR agrees to communicate its response to the request for assistance by the quickest practical means, including by way of verbal communication and email communication, to the contact persons for the Sheriff and, in the event of a declared disaster, to the contact person for the County. Notwithstanding the foregoing, TEXSAR understands and agrees that it shall provide a response as soon as practicably possible and no later than within twenty-four (24) hours of its receipt of a request for assistance.
- 2) Entry and Deployment. TEXSAR agrees to enter upon the areas subject to this MOU in the areas designated by the Sheriff and/or OEM only upon request from the Sheriff and/or OEM and agrees that it shall not self-deploy or encourage others to self-deploy. In the event TEXSAR agrees to provide assistance, then TEXSAR agrees that it shall use its best efforts to deploy within twenty-four (24) hours of its receipt of the request for assistance.
- 3) Utilize NIMS. TEXSAR agrees that it shall utilize the NIMS during activation periods.
- 4) Nature of Assistance.
 - a) Scope. At the request of the Sheriff, TEXSAR may, based on available resources, capabilities, and expertise, provide SAR in collaboration with the Sheriff.
 - b) Training and Direction. TEXSAR will ensure that designated TEXSAR representatives receive and/or maintain, as applicable, proper training and will perform services under the direction of the Sheriff and/or OEM as requested. TEXSAR agrees that, subject to the provisions set forth in this Section 4(b), it shall report to, and take direction from, the Sheriff and/or OEM pursuant to the NIMS command structure, provided, however, that TEXSAR shall take no action that is in contravention to the TEXSAR mission. However, TEXSAR shall have discretion in how assigned tasks shall be performed and the control of TEXSAR personnel, equipment, and other resources shall remain with the TEXSAR at all times. TEXSAR agrees to provide the Sheriff and the County with at least twenty-four (24) hours advance notice, if practicable, of its intent to withdraw personnel or resources. For purposes of this notice, notice is sufficient if provided at least by phone and by email to the County's designated contact person(s) and to the Sheriff's designated contact person(s).
 - c) No Funding Obligation. TEXSAR shall not look to either the County or the Sheriff for funding of its costs and agrees that its services herein will be provided without cost to the County and without cost to the Sheriff.
 - d) Demobilization. TEXSAR agrees to demobilize upon its receipt of the request for demobilization from the Sheriff.
 - e) Training/Exercises. Each Party agrees that conducting training/exercises is vital for

maintaining continued states of readiness in responding to disasters. TEXSAR agrees that, if asked by the County to participate in training and/or exercises relating to disaster preparedness, that it shall participate in such training/exercises. Provided however, that nothing within this MOU obligates TEXSAR to participate in more than four (4) training/exercise events on a calendar basis.

- f) Risk/Liability. It is acknowledged that the duties of TEXSAR members during an Emergency Situation or Declared Disaster and in training for such events can be dangerous and potentially life threatening, and that the members of TEXSAR are volunteers. As such, TEXSAR members may decline to participate in SAR or suspend their participation in SAR for any reason, including but not limited to safety, risk, and liability concerns. Further, TEXSAR remains entitled to the rights and immunities granted to it as an emergency service organization under the Texas Tort Claims Act.

D. Mutual obligations/acknowledgments.

- 1) Media. Contact with the Media shall be the sole responsibility of Fort Bend County.
- 2) Areas subject to this MOU. This MOU does not pertain to or authorize any SAR beyond the boundaries of Fort Bend County, Texas, as, in accordance with Section 418.108 of the Government Code, the jurisdiction and authority of a declaration of local state of disaster by the County Judge is limited to Fort Bend County, Texas. Thus, any areas beyond Fort Bend County, Texas are *not* areas subject to this MOU, regardless of whether State and/or Federal disaster declarations or proclamations, as applicable, have been issued covering such other areas. Further, areas subject to the MOU, for purposes of SAR conducted by TEXSAR shall consist only of those areas as directed by the Sheriff and/or OEM or the Sheriff's and/or OEM's designee.
- 3) Cooperation and collaboration required. In order that the resources of the County, the Sheriff, and the TEXSAR may be coordinated and used to the fullest advantage in rendering services, the Parties agree to communicate frequently through the use of meetings, telephone conferences, email, telephone calls, and any other practicable means. Each Party agrees to share information regarding its response to the disaster or Emergency Situation, as applicable, and developments ensuing in the response of the disaster/Emergency Situation, as applicable, with the other Parties in a timely manner. Each Party agrees to distribute this MOU internally and to encourage cooperation at all levels within each Party's organization.
- 4) No funding obligation. Each Party hereto is responsible for financing its own costs and activities. This MOU creates no obligation on the part of any Party hereto to fund any other Party's costs associated with providing services hereunder; each Party agrees and acknowledges that it is responsible for its own costs hereunder.
- 5) Insurance. Each Party shall each carry its own insurance covering its individual organization and field operations.
- 6) TEXSAR Mission. In the course of responding to a disaster/emergency situation pursuant to this MOU, neither the County nor the Sheriff may take any actions or make any public statements that are disparaging of, or reflect unfavorably upon the TEXSAR, tarnish the reputation of TEXSAR, or are not in alignment with the TEXSAR mission.
- 7) Treatment of Evidence. When applicable, all Parties agree to prepare and/or maintain actual or potential evidence, including, but not limited to, photographs, reports, medical records, and/or bodies, in a professional manner that preserves the chain of custody and to provide evidence to law enforcement in a professional manner that

documents the chain of custody in accordance with industry standards, including, but not limited to, documenting the custody, control, transfer, analysis, and/or disposition of all evidence.

4. **Notice.** All notice required or permitted under this MOU shall be in writing and made by personal delivery, by U.S. Mail (certified, return receipt requested), or by facsimile transmission, addressed as described herein. If mailed, notice shall be deemed delivered when actually received, or if earlier, on the third day following deposit in a United States Postal Service post office or mail receptacle, duly certified, return receipt requested, with proper postage affixed. If transmitted by facsimile, notice shall be deemed delivered when receipt of such transmission is acknowledged.

To the County:

Robert Hebert,
County Judge of Fort Bend County, Texas
401 Jackson Street
Richmond, TX 77469
Facsimile: (281) 341-8609

With a copy to:

Jeff Braun,
Fort Bend County Emergency Management Coordinator
Fort Bend County Office of Emergency Management
307 Fort Street
Richmond, TX 77469
Facsimile: (281) 342-4798

To the Sheriff:

Troy Nehls,
Sheriff of Fort Bend County, Texas
1410 Williams Way Blvd.
Richmond, TX 77469
Facsimile: (281) 341-4701

To TEXSAR:

Justin Noakes,
Chief Executive Officer,
TEXSAR, Inc.
657 County Road 2720
Mico, TX 78056
Phone (office): (512) 994-4727
Phone (mobile): (not available to public; to be provided on Contact Information Form)
Email: Justen.noakes@texsar.org

With a copy to:

Laura Norman,
Team Leader,
TEXSAR, Inc.
1326 Village Garden Drive
Missouri City, TX 77459

Phone (office): (512) 994-4727

Phone (mobile): (not available to public; to be provided on Contact Information Form)

Email: laura.norman@teksar.org

5. Term/ Termination

- A. Term and Effective Date. This MOU shall be effective upon the date of the last Party executing hereto (Effective Date), and shall remain in continuous effect thereafter for a period of three (3) years unless terminated earlier as provided herein.
- B. Termination. This MOU may be terminated by any Party hereto for any reason or for no reason by giving at least thirty (30) days prior written notice of the Party's intent to terminate to each of the other Parties hereto.

6. Other Provisions

- A. Governing Law and Venue. This MOU shall be governed and construed by the laws of the State of Texas. Venue shall lie exclusively in Fort Bend County, Texas.
- B. Validity/Enforceability. If any current or future legal limitations affect the validity or enforceability of a provision of this MOU, then the legal limitations shall be made a part of this MOU and shall operate to amend this MOU to the minimum extent necessary to bring this MOU into conformity with the requirements of the limitation, and as so modified, this MOU shall continue in full force and effect.
- C. Severability. If any provision contained in this MOU is held to be invalid by a court of competent jurisdiction for any reason, such invalidity shall not affect other provisions of this MOU that can be given effect without the invalid provision, and to this end the provisions of this MOU are severable.
- D. Non-waiver. The waiver by a Party of a breach or violation of any provision of this MOU shall not operate as, or be construed to be, a waiver of any subsequent breach or violation of the same or another provision herein. Failure of any Party hereto to insist on the strict performance of any of the agreements contained herein or to exercise any rights or remedies accruing hereunder upon default or failure of performance shall not be considered a waiver of the right to insist on, and to enforce by an appropriate remedy, strict compliance with any other obligation hereunder or to exercise any other right or remedy occurring as a result of any future default or failure of performance.
- E. Entire Agreement. This MOU constitutes the entire agreement of the Parties. Any oral or written statements, agreements, promises, conditions, assurances, covenants, or other terms with respect to the covenants, whether written or verbal, antecedent or contemporaneous, not expressly set forth in this MOU, shall be of no force or effect. The Parties rely solely upon the representation and terms contained in this MOU and no others.
- F. Amendment. This MOU may be amended only by written instrument duly authorized by the governing body of each Party and duly executed by each Party hereto.
- G. Authority to Bind/Binding Effect. Each Party represents and warrants for itself that the individual executing this MOU on its behalf has the full power and authority to do so and to legally bind the Party to all terms and provisions of this MOU, and that this MOU constitutes the legal, valid, and binding agreement of each Party hereto. This MOU shall bind and benefit the Parties hereto and their legal successors.
- H. No Third Party Beneficiaries. This MOU is intended to inure only to the benefit of the Parties and their legal successors. This MOU is not intended to create, does not create, and shall not be deemed or construed to create, any rights or benefits in third parties.
- I. Immunity Retained. No Party hereto waives or relinquishes any immunity or defense on behalf of itself, its trustees, officers, employees, and agents as a result of its execution of

this MOU and performance of the covenants contained herein. Each Party hereto specifically reserves any claim it may have to sovereign, qualified, or official immunity as a defense to any action arising in conjunction with this MOU.

- J. Public Information Act. Each Party hereto acknowledges that the County and the Sheriff are each a governmental body under the Public Information Act, which is codified as Chapter 552 of the Government Code and as such each is required to release information in accordance with the Public Information Act. The Parties further acknowledge that this MOU is open under the Public Information Act.
- K. Nature of Relationship/Independent Contractors. This MOU does not create, is not intended to create, and shall not be construed or deemed to create, any relationship between the Parties other than that of independent entities contracting with each other solely for the purpose of effecting the provisions of this MOU. No Party assumes any liability to any third party for any actions, inactions, or deeds taken in the performance of work, duties, and obligations hereunder by any other Party.
- L. Additional Actions. The Parties agree to take such actions, including the execution and delivery of such documents, instruments, petitions and certifications as may be necessary or appropriate, from time to time, to carry out the terms, provisions and intent of this MOU and to aid and assist each other in carrying out said terms, provisions and intent.

This MOU is hereby EXECUTED by the Parties hereto in **TRIPPLICATE** counterparts, each of which shall be deemed to be an original, to **be effective as of the Effective Date specified herein**.

Fort Bend County, Texas, by:


Robert Hebert, Fort Bend County Judge

August 25, 2015
Date signed

ATTEST:


Laura Richard, Fort Bend County Clerk

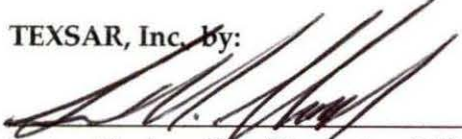


Reviewed By:


Troy Nehls, Fort Bend County Sheriff

08 10 15
Date signed

TEXSAR, Inc. by:


Justen Noakes, Chief Executive Officer

08-03-2015
Date signed

EXHIBIT A to MOU FOR SAR CONTACT INFORMATION FORM

The purpose of this form is to ensure that all three Parties to the MOU for SAR maintain current contact information on those person(s) designated as a Party's contact person in the event assistance is requested from TEXSAR. Contact information should be provided that will afford access 24/7. Contact information should be immediately communicated to between and among all Parties to the MOU and should be maintained in readily accessible location by each Party's contact person(s).

I. **Party.** The below listed information is the current contact information for (please check which Party this information pertains to):

- Fort Bend County
- Fort Bend County Sheriff's Office
- TEXSAR, Inc.

II. **Contact Information for Party checked above.**

Primary Contact Person for Party checked above:

Name: _____
Title/Position: _____
Phone (office): _____
Phone (mobile): _____
Email address: _____
Facsimile: _____
Physical address: _____

Secondary Contact Person for Party checked above:

Name: _____
Title/Position: _____
Phone (office): _____
Phone (mobile): _____
Email address: _____
Facsimile: _____
Physical address: _____

III. **Date Completed:** _____

EXHIBIT B to MOU for SAR

REQUIRED INFORMATION. Each request for assistance shall be provide the following information, to the extent known:

1. General description of the damage sustained or threatened:

2. Identification of the emergency service function or functions for which assistance is needed (e.g. emergency medical, search and rescue, transportation, communications, planning and information assistance, resource support, and other services, etc.):

3. Identification of the type of assistance needed:

4. Amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time that each will be needed:

5. Need for sites, structures or buildings to serve as relief centers or staging areas for incoming personnel, goods, equipment, and services:

6. Estimated time and a specific place for a representative of the Sheriff or the County to meet the personnel and equipment of TEXSAR:

7. List the names of other organizations which you have also asked to help or with which you have an existing agreement:

8. Please list what services you, or another organization, are willing to provide: