

Issue Analysis Form



Date: January 25, 2022
Item: Radio Patch and Radio Programming MOU with City of Petersburg
Lead Department(s): County Attorney
Contact Person(s): Dan Whitten

Description and Current Status

The City of Petersburg Emergency Communications Center has reached out to the Prince George Emergency Communications Center to establish a mutual aid radio patch and radio programming.

Both parties agree that it would be a mutual benefit to create and allow field unit to field unit communications between the agencies through a mutual aid radio patch and the pre-programming of user Talk Groups or Channels.

Both parties will provide access to Law Enforcement, Fire and Emergency Medical Service subscriber portables and mobiles as well as their Emergency Communications Centers.

Talk groups and frequencies will be programmed into Remote Radio Control Stations and subscriber portables and mobile radios within its Public Safety Radio System to create direct communication between the radio systems emergency service providers.

A verbal agreement via telephone between Emergency Communications Centers will be obtained before any "patch" is made.

A draft Memorandum of Understanding is attached for your review.

Sample Motion: I move that the Board adopt a Resolution confirming the Memorandum of Understanding for Mutual Aid Radio Patch and Radio Programming between the City of Petersburg and Prince George County and authorize the Interim County Administrator to execute the Memorandum of Understanding.

Government Path

- Does this require IDA action? Yes No
- Does this require BZA action? Yes No
- Does This require Planning Commission Action? Yes No
- Does this require Board of Supervisors action? Yes No
- Does this require a public hearing? Yes No
- If so, before what date? Yes No

Fiscal Impact Statement

County Impact

Notes

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, this 25th day of January, 2022:

Present:

Marlene J. Waymack, Chair
Donald Hunter, Vice Chair
Floyd M. Brown, Jr.
Alan R. Carmichael
T. J. Webb

Vote:

On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

**RESOLUTION CONFIRMING AGREEMENT FOR
MUTUAL AID RADIO PATCH AND RADIO PROGRAMMING
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF
PETERSBURG AND THE COUNTY OF PRINCE GEORGE**

WHEREAS, the City of Petersburg Emergency Communications Center would like to establish a mutual aid radio patch and radio programming with Prince George County Emergency Communications Center;

WHEREAS, both parties agree that it would be a mutual benefit to create and allow field unit to field unit communications between the agencies through a mutual aid radio patch and the pre-programming of user Talk Groups or Channels, and;

WHEREAS, both parties will provide access to Law Enforcement, Fire and Emergency Medical Service Subscriber portables and mobiles as well as their Emergency Communications Centers.

NOW, THEREFORE, BE IT RESOLVED, that the Prince George County Board of Supervisors confirms authorization and approval, of the Mutual Aid Radio patch and Radio Programming Memorandum of Understanding between the City of Petersburg and the County of Prince George attached hereto and directs the Interim County Administrator to execute and enter into such Memorandum of Understanding.

A Copy Teste:

Jeffrey D. Stoke
Interim County Administrator

**MUTUAL AID RADIO PATCH and RADIO PROGRAMMING
Memorandum of Understanding (M.O.U.)
Between The
City of Petersburg
And
County of Prince George**

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I. Purpose

The City of Petersburg and the County of Prince George mutually agree that (A) a mutual aid radio patch and (B) the pre-programming of user Talk Groups or Channels into existing and/or new agency equipment allowing direct radio-to-radio communications between field emergency service providers and Emergency Communications Centers will improve the delivery of services to our citizens.

II. Agreement

This agreement for establishment of a mutual aid radio patch and the pre-programming of user Talk Groups or Channels is made and entered into this ____ day of _____, 2022 by signatories hereto.

WHEREAS: All parties agree that it is to their mutual benefit to create and allow field unit to field unit communications between the agencies through a mutual aid radio patch and the pre-programming of user Talk Groups or Channels, acknowledging that certain limitations exist.

The two have, therefore, entered into an agreement as follows:

A. **The City of Petersburg:**

1. Will provide access to Prince George County Law Enforcement, Fire and Emergency Medical Service subscriber portables and mobiles as well as the Prince George County Emergency Communications Center.
2. Will allow Prince George County to program talk groups and frequencies into Remote Radio Control Stations and subscriber portables and mobile radios within its Public Safety Radio System in order to create direct communications between Petersburg and Prince George County radio systems emergency service providers.

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B. The County of Prince George:

1. Will provide access to Petersburg Law Enforcement, fire and Emergency Medical Service subscriber portables and mobiles as well as the Petersburg Emergency Communications Center.
2. Will allow Petersburg to program frequencies/talkgroups into Remote Radio Control Stations and subscriber portable and mobile radios within its Public Safety Radio System. Will allow programming to create a console patch between Petersburg and Prince George County radio systems.

C. The County of Prince George:

1. Will allow programming to create a console patch between Petersburg and Prince George County radio systems.
2. There shall be a verbal agreement via telephone between the City of Petersburg and the County of Prince George Emergency Communications Centers before any "patch" is established.
3. On the authority of the ranking Fire, EMS, Police, or Emergency Communications Centers shift supervisor, and/or Incident Commander, either the Petersburg Emergency Communications Center or the County of Prince George Emergency Communications Center will have the authority to initiate a patch between the City of Petersburg and the County of Prince George Emergency Communications Systems. Either the City of Petersburg or the County of Prince George Emergency Communications with the approval of the ranking Fire, EMS or Police shift supervisor and/or Incident Commander may suspend the patch at any time due to equipment or operational issues adversely affecting the incident or the Radio Communications System of either the City or the County
4. When a patch is initiated, the Petersburg Emergency Communications Center will determine which Petersburg talk group will be used and the County of Prince George Emergency Communications Center will determine which Prince George frequencies will be used in the patch. This may need to be changed during the incident
5. The Emergency Communications Center of each jurisdiction will determine which talk group and frequencies will be used based upon the following guidelines:

- a) When the City of Petersburg initiates a request for Mutual Aid from the County of Prince George, a request to establish a patch should accompany the Mutual Aid request. The County of Prince George shall advise the City of Petersburg which frequency to utilize. This normally should be a non-primary dispatch channel.
 - b) When the County of Prince George initiates a request for Mutual Aid from the City of Petersburg, a patch shall be established at that time. The City of Petersburg shall determine which City of Petersburg talk group shall be utilized and advise the County of Prince George. This normally should be a non-primary dispatch channel.
 - c) Once a patch is established with the County of Prince George, the City of Petersburg Emergency Communications Center shall have all responding City of Petersburg units switch to the City of Petersburg talk group selected to be used for the patch. The County of Prince George shall have responding units switch to the selected Prince George frequency.
- D. During major disasters and specialized emergencies that occur in the City or the County where resources are responding to that locality from other localities in the Crater Region; it may be beneficial to establish a communications link to those responders via a patch through the local Communications Network. A patch for this purpose will only be established if no adverse impact would occur to the locality's system. A ranking Fire, EMS or Police shift supervisor and/or Incident Commander must approve any such patch and can terminate it at anytime. Responders will be directed to switch their radio traffic to designated frequencies or talk groups used in the patch.
- E. Each agency shall identify a main point of contact to resolve any technical or procedural questions, should the need arise.

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III. Duration of Agreement

This Agreement shall remain in effect until terminated by either party hereto. Notice of intent to withdraw from this Agreement by either party hereto shall be given in writing, setting forth the date of such termination to the other party sixty (60) days prior to said withdrawal. All obligations of the parties are subject to lawful appropriations.

IN WITNESS HERETO, the parties hereto have executed this agreement.

ATTEST: For the City of Petersburg

BY:

(Name)

(Title)

(Date)

ATTEST: For the County of Prince George

BY:

(Name)

(Title)

(Date)

APPROVED AS TO FORM:

Dan N. Whitten,
County Attorney

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