

MEMORANDUM OF UNDERSTANDING
INTER-JURISDICTIONAL AGREEMENT
INTEROPERABLE RADIO COMMUNICATIONS GUIDELINES
FOR THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS REGION
(DATE)

In order to implement cooperative use of Interoperable Radio Communications in times of emergency or other agreed cooperation,

We believe that the ability for public safety agencies to communicate with one another during large-scale emergencies is in the best interests of the general public whose lives and property we are to protect, do hereby agree to the following:

Whereas, each Agency desires to improve the quality, timeliness and simplicity of inter-agency communications during mutual aid operations, and

Whereas, each Agency desires to provide other approved Agencies with direct access to their individual public safety radio system, for the express purpose of cooperation and coordination with neighboring public safety agencies.

NOW THEREFORE, the parties hereto jointly agree:

1. Each Agency shall allow the other Agencies to either directly access their respective public safety radio systems, or provide access through 3rd party interoperability equipment. If third-party interoperability equipment is used, for example a communications gateway, the radio system administrator needs to be notified.
2. Each Agency shall, with appropriate authorization, share with the other agencies all information necessary to configure and program user radios for justified operation on their respective public safety radio systems.
3. ALL programming information and parameters shall be considered CONFIDENTIAL and shall not be disseminated to any party not included in this Memorandum of Understanding without the express written permission of the respective Agencies.
4. Direct access is reserved for emergency, priority, or other incidents where its use creates a significant advantage to public safety, including felony pursuits; officer needs emergency assistance,

lookouts for incidents near political boundaries, perimeter search operations, task force operations, and mutual aid fire scenes. Direct access may also be used to provide communications for pre-arranged activities, such as funeral escorts or parades through two or more jurisdictions.

5. Direct access during “priority” or “emergency” incidents is encouraged. The Agencies are encouraged to develop guidelines that permit field users to directly access neighboring public safety radio systems in a timely manner by notifying their dispatcher prior to switching.
6. In cases where two Agencies share a common border, it is recommended that the Agencies share the appropriate “dispatch” and “primary tactical” talk-group or channel used in the adjacent jurisdictions and/or “districts”, “patrol areas” or “beats”.
7. It is the intent of this MOU to comply with National Incident Management System (NIMS) and Incident Command System (ICS) procedures; therefore, “plain English” shall be used for all mutual aid communications. “10-codes”, “signals”, jargon, and slang phrases shall not be used.
8. Participating agencies shall prioritize the use of interoperable talk-groups or channels as follows:
 - a. Emergency or urgent operation involving imminent danger to life or property.
 - b. Disaster or extreme emergency operation requiring extensive interoperability and inter-agency communications.
 - c. Special event, generally of a pre-planned nature.
 - d. Joint training exercises
 - e. Inter-agency and in route communications.
9. In the case of large or developing incidents that will require more coordination of communications resources over more than one time period, such as NIMS/IMC Type III and Type I incidents, the Regional Interoperable Communications Coordinator, (COMC) and/or the Alternate Coordinator (A-COMC) will request that communications assets from neighboring jurisdictions be sent to the incident. Tasks of the Coordinators include, but are not limited to the following: coordinate and assign interoperability assets;

provide regional coordination of interoperability assets; and prioritize and coordinate responses of interoperability assets when large scale incidents or multiple emergencies have occurred. Dispatch Center(s) may find it necessary to direct, coordinate and/or control communications until the following tasks have been accomplished:

- An Incident Commander has been identified,
 - Command Staff Positions have been filled, including designating a Communication Unit Leader.
 - Command Post(s), including activation of Mobile Command Post(s), have been established.
10. Complaints of abuse or unauthorized operation by users from neighboring jurisdictions are encouraged to be resolved at the field supervisor level as soon as possible after an alleged problem occurs. If the complaint cannot be resolved at this level, or if the severity warrants, a complaint in writing can be made to the jurisdiction involved. Written complaints shall include the date and time of the offense, then nature of the complaint, the six-digit radio identification number, the name of the person who witnessed the offense, and, if available, any audio recording of the offense. Complaints of abuse or unauthorized operation shall be resolved using established internal procedures, and a written response detailing the action taken shall be sent to the complaining Agency within 30 working days of the initial complaint.
 11. Additional public safety agencies may be added by amendment to this Memorandum from time to time, subject to approval of the existing participating Agencies.
 12. Nothing in this Memorandum of Understanding shall be construed as to prohibit any individual Agency from entering into mutual aid communications agreements with separate public safety agencies not included in this Memorandum.
 13. Each Agency shall assume full responsibility for all costs associated with programming their radios for direct access.
 14. During times of public safety mutual aid operation, each Agency shall make every reasonable effort to provide the same level of communications support to units from neighboring Agencies as they would to their own units.

15. Each agency will make every attempt to abide by and to encourage its usage in order to facilitate a speedy and effective response and recovery as a result of disaster or catastrophic event.
16. Participants in this agreement are hereby listed on the attached page. This page will be kept up to date with the most current and up to date list of participants. All participants to this MOU are encouraged to forward updated contact information to NCTCOG, attention, Communications Coordinator.