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Administrator
Ryan L. Wood
Clerk of the Board
Diane Zuker

RESOLUTION 2004-22

MID-MICHIGAN INFORMATION TECHNOLOGY MASTER MUTUAL AID AGREEMENT

WHEREAS, information technology is increasingly important to the services that we provide to our citizens; and

WHEREAS, information technology adds flexibility to respond to unplanned events; and

WHEREAS, the loss of information technology resources can significantly degrade organizational productivity, hinder the ability to provide required day to day services, and impair the ability to respond to a variety of non-routine events; and

WHEREAS, individually, it is virtually impossible for any community to plan and prepare for all given incidents that may result in loss of, or necessity for, specific information technology resources; and

WHEREAS, a group of communities can more effectively plan for, and respond to a larger variety of events; and

WHEREAS, information technology resources are not directly incorporated in any existing Mutual Aid agreements; and

WHEREAS, regional information technology operation managers are proposing the creation of an Information Technology Master Mutual Aid Agreement (ITMMAA); and

WHEREAS, the primary goal of the ITMMAA is to create a framework that allows the participants to voluntarily combine their resources and expertise to provide mutual aid; and

WHEREAS, the ITMMAA would allow each Participant included in the ITMMAA to call on other Participants for additional aid in order to adequately combat large scale information technology disasters/outages; and

WHEREAS, it is necessary and desirable that a cooperative agreement be executed for the exchange of such mutual aid on a local, countywide, and regional basis.

THEREFORE BE IT RESOLVED, in consideration of these facts, the County agrees to participate in the Information Technology Master Mutual Aid Agreement, and as a Participant hereto agrees as follows:

1. Each Participant agrees to provide mutual aid on a voluntary basis in the form of staff, hardware, software, network connections, access to Participant building facilities, internet access to any other Participant when a request for mutual aid has been received, provided that in no event will any Participant be liable for not providing such aid.
2. In the event that mutual aid is received, the requesting Participant assumes responsibility and liability for actions taken by the responding Participant.
3. Each Participant agrees that a request for mutual aid shall be made by the information technology manager or other local government official identified in Section 11.
4. Each Participant agrees to assume financial responsibility for its own actions upon responding to a request for mutual aid.
5. All Participants agree to periodically meet and review what resources that they are able to provide in an information technology/disaster.
6. Participants agree to work together to find ways to increase the reliability of technology, create redundant systems, and if agreed share in the cost for disaster preparation.
7. When an agency borrows a resource from a Participant agency, they accept the resource will be returned as quickly as possible.
8. The loaning agency may request the return of the resource at anytime, however, they accept the fact the resource may remain with the loaned to agency for up to seven days from the time, which the request for return is made.
9. This agreement shall become effective as to each party when approved or executed by the party, and shall remain operative and effective as between each party that approved or executed this agreement, until participation in this agreement is terminated by the party. The termination by one or more of the parties of its participation in this agreement shall not affect the operation of this agreement as between the other parties thereto.
10. Any Participant may terminate this agreement by giving thirty (30) days written notice from the information technology manger/director of that agency.
11. In addition to the information technology manager, the following officials shall also be permitted to request assistance from the Participating agencies:
 - Highest Ranking Elected Official
 - Highest Ranking Appointed Official
 - Emergency Services Coordinator
 - Other IT Staff specifically authorized by the Participating Agency's Information Technology Manager.

STATE OF MICHIGAN
COUNTY OF CLINTON

I, DIANE ZUKER, Clerk of the County of Clinton do hereby certify that the foregoing resolution was duly adopted by the Clinton County Board of Commissioners at the regular meeting held August 31, 2004 and is on file in the records of this office.

Diane Zuker, Clinton County Clerk