

**MEMORANDUM OF UNDERSTANDING**

-between-

**CUYAHOGA COUNTY**

-and-

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**For the Use of Cuyahoga County's Mass Notification System, hereinafter referred to as "ReadyNotify"**

This Memorandum of Understanding ("MOU") is made this \_\_\_ day of \_\_\_\_\_, 20\_\_ ("effective date"), between the **Cuyahoga County ("County")**, a County of the State of Ohio, through its Director of Public Safety, and \_\_\_\_\_, a municipality within Cuyahoga County, through its authorized representative.

WHEREAS, ReadyNotify is a mass notification system used by Cuyahoga County and participating municipalities to issue notifications to the public and internal employees.

WHEREAS, ReadyNotify delivers messages to residents by telephone, cellular phone, text message, electronic mail, or fax.

WHEREAS, ReadyNotify will be primarily used for emergency notifications, when prompt and accurate information is essential for immediate safety.

NOW, THEREFORE, the Parties understanding is as follows:

**SECTION I. PROVISION OF SERVICES**

The County is providing ReadyNotify to Cuyahoga County municipalities to assist in disseminating pertinent information regarding events within their jurisdictions.

The City of \_\_\_\_\_ has been granted access to the system which will provide them the ability to send notifications to their residents and internal employees.

Access to the ReadyNotify system consists of the following provisions:

- A. The County has assumed the costs associated with ReadyNotify, providing for the implementation, training and maintenance of the system.
- B. ReadyNotify is an unlimited service and does not contain any time usage restrictions.
- C. The County will provide training and technical support, as needed, to municipalities.
- D. The County, in conjunction with municipalities, will conduct an extensive public education campaign to promote ReadyNotify.
- E. Municipalities will designate one Point of Contact (POC) to manage ReadyNotify for their municipality.

- F. Usage of ReadyNotify will be determined by the municipality's operational needs, primarily addressing emergency and/or public safety issues, but ReadyNotify shall not be used for any political or commercial notifications.
- G. The County maintains the right to remove any municipality's access to ReadyNotify if said municipality is deemed to be in violation the above terms.

**SECTION II.            POINT OF CONTACT (POC)**

The participating Municipality shall designate one (1) Point of Contact (POC) as the individual responsible for management of the ReadyNotify system for their municipality. The identified individual is also the POC for all communications between the Cuyahoga County Department of Public Safety and Justice Services, as set forth below:

**Municipal Point of Contact (POC):**

Name:

Title:

Phone:

Email:

**Cuyahoga County Point of Contact (POC):**

Name: Jeff Harraman

Title: Planner/Program Officer 3

Phone: 216-698-6478

Email: [jharraman@cuyahogacounty.us](mailto:jharraman@cuyahogacounty.us)

**SECTION III.            TERM**

This MOU shall be in effect as of the effective date first above written and shall expire upon written notice from either Party to the other that they are withdrawing from this MOU. Either Party may withdraw from this MOU by giving the other Party at least 30 days prior written notice of withdrawal. No cancellation notice period is required for unsatisfactory services by City.

IN WITNESS WHEREOF, the Parties hereby have caused this MOU to be executed.

**FOR THE CITY OF**

**FOR CUYAHOGA COUNTY:**

\_\_\_\_\_ :

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Director of Public Safety

By: \_\_\_\_\_  
Point of Contact

\_\_\_\_\_  
*(Print Name and Title)*