

CHAMBERS COUNTY COMMISSION MEETING.....FEBRUARY 1, 2016

The Chambers County Commission met on Monday, February 1, 2016, at 4:00 PM CST with the following members present: Commission Chairman, Joe Blanks, Commissioners, Debbie Wood, Charlie Williams, David Eastridge, James Brown and Henry Osborne. County Engineer Harvill, County Attorney McCoy and County Manager Chambers were also present.

Chairman Blanks called the meeting to order. Commissioner Wood led the pledge of allegiance and Commissioner Eastridge gave the invocation. Linda Anderson, County Clerk, conducted a roll call to establish a quorum. District 1 – Present, District 2 – Present, District 3 – Present, District 4 – Present, District 5 – Present, District 6 – Present; County Attorney McCoy – Present

COMMENTS FROM CITIZENS

J J Frickert of Fredonia spoke regarding the Trip Wire Group business and the nuisance the company caused due to loud explosions heard and felt by Fredonia residents as well as by citizens in Troup and Harris Counties. January 18th and 19th were particularly bad she noted. She was concerned for the health and well-being of all citizens since there was such a high volume of calls to the 911 centers, checking on the disturbance. This could prevent emergency calls from getting answered due to the excessive number of calls, she said. She had checked with Director Smith at Chambers County 911 and was told that around 300 calls were taken in a four hour period. The usual amount during this time was 50.

Joy Belcher, another Fredonia resident expressed concern on the deafening noise. She expressed concern that she could not live in this environment, but could not sell her property because no one would buy her house with the noise problem.

Jack Teague from County Road 267 said you always receive conflicting information when confronting the Trip Wire Group.

Commissioner Williams expressed concern as well and said we would have to work together to resolve the issue.

Judy Cumbee expressed her concerns and stated that the community didn't need to loose residents. She was concerned about the issue as well.

Jim Allen expressed concerns on the licensing of the company.

AWARDS AND PROCLAMATIONS

Sheriff Sid Lockhart and Major Clay Stewart were in attendance to give awards and recognize Cassie Thomas and Nikki Macky for completing State training for corrections officers as sponsored by ACCA. They are the first two graduates of the first session and the first of two other counties to complete this training at this time.

BUSINESS UPDATES

EAMC Lanier Administrator, Greg Nichols was in attendance and gave an update on hospital highlights for FY2015, and a report on the \$1,092,596.00 in advalorem tax collected by the hospital and how it was used (Page 592). Mr. Nichols said that as a result of funding that the hospital had an overall good year financially, with a high quality of care rating and better standardized care. Employees benefited as well with five million in bonuses between EAMC Lanier and Opelika, and new programs available for employees to advance their education.

APPROVAL OF MINUTES AND WARRANTS PAYABLE

Commissioner Wood motioned to adopt the January 19, 2016, minutes and warrants payable and Commissioner Osborne seconded it. It was **approved** by the “I” vote.

RESOLVED: “To adopt the January 9, 2016, minutes and approve the warrants payable”

AGENDA APPROVAL

Attorney McCoy asked that the agenda be amended to include two new items of business, those being the February 16, 2016, meeting and bids for the Courthouse. Commissioner Wood motioned to approve the amended agenda. Commissioner Brown seconded the motion. It was **approved** by the “I” vote.

RESOLVED: “To approve the amended agenda for the February 1, 2016, meeting”

NEW BUSINESS**ATTORNEY MCCOY**

Attorney McCoy asked for a resolution to change the meeting time of the February 16, 2016, Commission meeting to 12:00 Noon CST. Commissioner Brown motioned to approve the resolution. Commissioner Wood seconded the motion. It was **approved** by the “I” vote.

RESOLVED: “To change the meeting time of the February 16, 2016, Commission meeting to 12:00 Noon CST”

Attorney McCoy asked for a resolution to send out bids for the repairs of identified water leaks in the annex part of the Courthouse. He said Commissioner Eastridge and the Public Facilities and Infrastructure Committee had worked with Mr. Sessions to identify water leaks needing repair in this area. Commissioner Eastridge motioned to approve the resolution. Commissioner Osborne seconded the motion. It was **approved** by the “I” vote.

RESOLVED: “To send out bids to repair identified water leaks in the annex part of the Courthouse”

ENGINEER HARVILL

Engineer Harvill requested a resolution to amend the December 21, 2015, resolution from the Public Facilities and Infrastructure Committee which read “to finish the grade work on the future impound lot across from the County Jail for the estimated amount of \$900.00 payable from the General Fund to the Gasoline Fund” to read “payable from the Road and Bridge Fund”. Commissioner Wood motioned for the resolution. Commissioner Brown seconded it. It was **approved** by the “I” vote.

RESOLVED: “To amend the December 21, 2015, resolution from the Public Facilities and Infrastructure Committee which read “to finish the grade work on the future impound lot across from the County Jail for the estimated amount of \$900.00 payable from the General Fund to the Gasoline Fund” to read “payable from the Road and Bridge Fund”

Engineer Harvill requested a resolution to declare equipment number 1405, Bomag BW12AS 66, dual smooth drum roller, surplus in order to sale at the March 2016, JM Wood Auction. Commissioner Brown motioned for the resolution. Commissioner William seconded the motion. It was **approved** by the “**I**” vote.

RESOLVED: “To declare equipment number 1405, Bomag BW12AS 66, dual smooth drum roller, surplus in order to sale at the March 2016, JM Wood Auction”

Engineer Harvill requested a resolution to declare equipment number 711, Kubota 8200 farm tractor with bush hog and harrow implements, surplus in order to sale at the March 2016, JM Wood Auction. Commissioner Osborne motioned for the resolution. Commissioner Eastridge seconded the motion. It was **approved** by the “**I**” vote.

RESOLVED: “To declare equipment number 711, Kubota 8200 farm tractor with bush hog and harrow implements, surplus in order to sale at the March 2016, JM Wood Auction”

ATTORNEY MCCOY

Attorney McCoy requested a resolution, #2-1-16A, ratifying actions taken by Chairman Blanks in seeking and requesting proposals for a qualified firm to provide professional grant management services as required by grant #CY-CM-PF-15-002 for the extension of water lines in Standing Rock (Pages 593-594). This would ratify actions taken by Chairman Blanks in furtherance of the application process and in placing an ad in the local paper to seek bids for these services. Commissioner Eastridge motioned for the resolution. Commissioner Osborne seconded the motion. It was **approved** by the “**I**” vote.

RESOLVED: “To adopt Resolution #2-1-16A which ratifies and affirms action taken by Chairman Blanks to request proposals for a qualified firms to provide professional grant management services as required by grant #CY-CM-PF-15-002”

Attorney McCoy requested a resolution, #2-1-16B, for Chambers County to enter into contract with Community Consultants, Inc. to perform CDBG services required to implement a grant for water service in the Standing Rock Community (Page 595). As result of the publication for bids, Community consultants, Inc. was the only responder to the request. Commissioner Williams motioned for the resolution. Commissioner Brown seconded the motion. It was **approved** by the “**I**” vote.

RESOLVED: “For Chambers County to enter into contract with Community Consultants, Inc. to perform CDBG services required to implement a grant for water service in the Standing Rock Community”

911 DIRECTOR DONNIE SMITH

911 Director, Donnie Smith requested a resolution to apply for a communications vehicle support grant #5ICL (Pages 596-607) through the Homeland Security Grant Program. This is a 100% annual grant to help maintain communications vehicles. Commissioner Williams motioned for the resolution. Commissioner Brown seconded the motion. It was **approved** by the “**I**” vote.

RESOLVED: “To allow 911 Director, Donnie Smith to apply for a communications vehicle support grant #5ICL”

STAFF REPORTS

ENGINEER HARVILL

Engineer Harvill gave updates on the flood damage areas, the most affected area being Lanett. He stated some locations were still closed and asked citizens to have patience with the repair process. The good news being that the County was eligible for federal funds for qualifying projects. He said that on the CR 258 bridge project, no progress was lost due to the flood event.

Chairman Blanks reminded everyone of the next meeting, Tuesday, February 16, 2016, at 12:00 Noon CST.

There was no further business, the meeting adjourned.

I have read the minutes and review the warrants payable. I do hereby **APPROVE** the minutes and warrants payable.

Chairman Joe Blanks _____

Commissioner Charlie Williams _____

Commissioner Debbie Wood _____

Commissioner David Eastridge _____

Commissioner Henry Osborne _____

Commissioner James Brown _____



**Calendar Year 2015 Ad Valorem Tax Report
for
Chambers County Commission**

Tax Receipts CY 2015 **\$1,092,596**

Capital Expenditures

Information Systems	\$838,140	Hardware and Infrastructure
Clinical Care	\$51,865	Nursing and Lab Equipment
Facilities	\$123,070	Equipment replacment and renovations
OR	\$141,283	Equipment and systems upgrades
ED	\$48,302	Equipment and systems upgrades
Radiology	\$29,888	Equipment and systems upgrades
Nursing Home	\$25,900	Resident bed replacements

Subtotal dedicated to EAMC-Lanier **\$1,258,448**

Estimated yearly allocation for EAMC-Lanier
of a 3 year, \$13 million project for EAMC as
a whole

Electronic Health Record Upgrade \$2,430,000

Total **\$3,688,448**

Respectfully Submitted:

Greg Nichols
Administrator
EAMC-Lanier
2/1/2016

STATE OF ALABAMA

CHAMBERS COUNTY

RESOLUTION NO. 2-1-16A

WHEREAS, by Resolution adopted on June 15, 2015, the Chambers County Commission authorized its Chairman to make application for a Community Development Block Grant to extend water service in the Standing Rock community of Chambers County, Alabama; and,

WHEREAS, said grant was obtained by Chambers County and became known as FY15 Community Development Block Grant Project # CY-CM-PF-15-002; and,

WHEREAS, pursuant thereto, the Chambers County Commission sought to obtain professional grant management services in order to implement said project; and,

WHEREAS, Commission Chairman Joe L. Blanks did cause to be published in the December 23, 2015 edition of The Valley Times-News and other publications a request for proposals for qualified firms to provide professional grant management services pursuant to said grant and project; and,

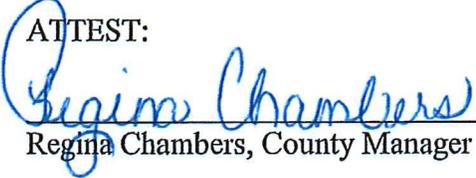
WHEREAS, the Chambers County Commission does hereby seek to ratify and affirm the authority of Commission Chairman Blanks to seek requests for proposals and to have same published.

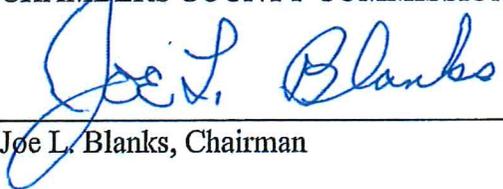
NOW THEREFORE, BE IT RESOLVED by the Chambers County Commission as follows:

1. That the Chambers County Commission does hereby ratify and affirm the authority of Joe L. Blanks, as Chambers County Commission Chairman, to request and seek proposals for a qualified firm to provide professional grant management services required to implement the County's FY15 Community Development Block Grant Project # CY-CM-PF-15-002 and to have same published in the December 23, 2015 edition of The Valley Times-News and with any other publications required by CDBG and ADECA regulations.

Adopted this 1st day of February, 2016 by the Chambers County Commission.

CHAMBERS COUNTY COMMISSION

ATTEST:

Regina Chambers, County Manager

By: 
Joe L. Blanks, Chairman

RESOLUTION 2-1-16B

WHEREAS, the Chambers County Commission has received a Community Development Block Grant (CDBG) and a Appalachian Regional Commission (ARC) Grant to implement a waterline extension project that will provide public water service to unserved homes in the Standing Rock Community; and

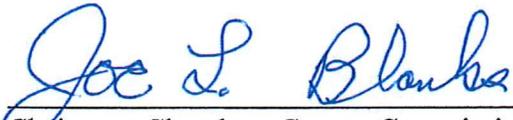
THEREFORE, in accordance with CDBG regulations the Chambers County Commission has solicited and received proposals from grant administrative firm to implement the above referenced CDBG grant in accordance with ADECA regulations;

NOW, THEREFORE, be it resolved that the Chambers County Commission has evaluated the administrative proposal received and have selected Community Consultants, Incorporated to administer this project; and

THAT, the Chairman of the Chambers County Commission, be and is hereby authorized to enter into a contract with Community Consultants, Incorporated to perform CDBG project administrative services required to implement the above referenced project in accordance with the approved ADECA administrative fee scale commensurate with the scope of services required to adequately discharge all project administrative responsibilities associated with this project.

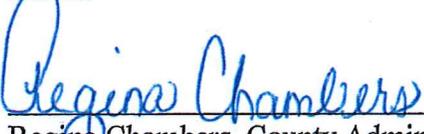
READ AND ADOPTED this the 1st day of February 2016.

SIGNED FOR THE CHAMBERS COUNTY COMMISSION:



Chairman, Chambers County Commission

Attest:



Regina Chambers, County Administrator

CFDA TITLE: Homeland Security Grant Program
 CFDA#: 97.067

**COOPERATIVE AGREEMENT
 STATE HOMELAND SECURITY GRANT PROGRAM
 ASSISTANCE ALLOCATION – LETTER OF AGREEMENT**

1. Administrator Name & Address: Chambers County EMA P.O. Box 66 Lanett, AL 36863-0066		2. Issuing Office & Address: Alabama Law Enforcement Agency P.O. Box 304115 Montgomery, AL 36130-4115	
3. FY 2015	4. Amount of: Federal: \$8,500.00 Total: \$8,500.00	5. Effective Dates Begin: 1/1/2016 End: 12/31/2017	6. Award Number: 5ICL

Chambers County EMA is herein referred to as the Administrator, the Alabama Law Enforcement Agency is herein referred to as ALEA, and FY 2015 is herein referred to as the Agreement Fiscal Year.

1. Applicable Federal Regulations and Guidance: The Administrator and the Equipment Recipient must comply with the Code of Federal Regulations (CFR), as applicable: 2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, and 230. The Administrator and Equipment Recipient must comply with the provisions of 44 CFR: Emergency Management and Assistance, applicable to grants and cooperative agreements, including Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. The Administrator and Equipment Recipient must comply with Federal Acquisition Regulation Subpart 31.2, Contracts with Commercial Organizations. The Administrator and Equipment Recipient must comply with all applicable guidelines and requirements in the Funding Opportunity Announcement for these funds.

2. Allowable Costs: The allowability of costs incurred under any grant shall be determined in accordance with the general principles of allowability and standards for selected cost items as set forth in the applicable Code of Federal Regulation referenced above.

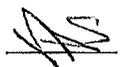
3. Audit Requirements: The Administrator and Equipment Recipient agree to comply with the requirements of OMB Circular A-133. Further, records with respect to all matters covered by this award shall be made available for audit and inspection by ALEA and/or any of its duly authorized representatives. If required, the audit report must specifically cite that the report was done in accordance with OMB Circular A-133. If a compliance audit is not required, a written certification must be provided at the end of each audit period stating that the Administrator has not expended the amount of federal funds that would require a compliance audit. The Administrator agrees to accept these requirements.

4. Non-Supplanting Agreement: The Administrator and the Equipment Recipient shall not use Federal Homeland Security Grant Program funds to supplant state or local funds or other resources that would otherwise have been made available for this program. Further, if a position created by a grant is filled from within, the vacancy created by this action must be filled within 30 days. If the vacancy is not filled within 30 days, the sub-grantee must stop charging the grant for the new position. Upon filling the vacancy, the Administrator may resume charging for the grant position.

5. Project Implementation: The Administrator and the Equipment Recipient agrees to implement all projects within 90 days following the award effective date or be subject to automatic cancellation of the award. Evidence of project implementation must be detailed in the first Biannual Strategy Implementation Report (BSIR) following the award.

6. Written Approval of Changes: Any mutually agreed upon changes to this award must be approved in writing by ALEA, prior to implementation or obligation and shall be incorporated in written amendments to this award. This procedure for changes to the approved award is not limited to budgetary changes, but also includes changes of substance in project activities and changes in the project director or key professional personnel identified in the approved application.

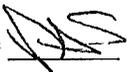
7. Individual Consultants: Billings for individual consultants/contractors must include at a minimum: a description of services; dates of services; number of hours for services performed; rate charged for services; and, the total cost of services performed. Individual consultant costs must be within the prevailing rates.

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8. Bidding Requirements: The Administrator and Equipment Recipient must comply with proper competitive bidding procedures as required by 28 CFR Part 66 (formerly OMB Circular A-102) or OMB Circular A-110, as applicable, and pertinent provisions of the Code of Alabama, including, but not limited to, Section 11-47-6. Failure to follow the Federal, State and local required bidding procedures will result in purchases not being eligible for reimbursement with federal funds.
9. Personnel and Travel Costs: The US DHS Financial Guide is the source document for all Homeland Security Grant Program related financial matters, including personnel and travel costs. The Administrator must comply with the provisions in this guide. This guide has been distributed by ALEA annually during the past several years and is available online and upon request. Personnel and travel costs must comply with local, State and Federal policies and procedures, and policies must be applied uniformly to travel costs. Travel costs must not exceed the rate set by State regulation; *however, at no time can the travel and lodging rates exceed the federal rates established by the U.S. General Services Administration (GSA)*. Also note that the US DHS Financial Guide provides a listing of unauthorized expenses. Be advised that tips while on travel are not allowable and food/beverage expenses are restricted.
10. Terms of Grant Period: Funds may not be obligated prior to the effective date of the grant. The final request for payment must be submitted no later than thirty (30) calendar days after the end of the grant period. Also, any obligation of funds dated after the expiration of the grant period will not be eligible for reimbursement.
11. Utilization and Payment of Funds: Funds awarded are to be expended only for purposes and activities included in the approved project plan and budget. Items submitted for reimbursement must be documented in the budget detail worksheet in order to be eligible for reimbursement. Failing to meet this requirement without prior written approval will result in a payment adjustment to correct previous overpayments, disallowances or under payments resulting from audit.
12. Recording and Documentation of Receipts and Expenditures: The Administrator's accounting procedures must provide for accurate and timely recording of receipt of funds by source of expenditures made from such funds and unexpended balances. These records must contain information pertaining to awards, obligations, unobligated balances, assets, liabilities, expenditures and program income. Controls must be established which are adequate to ensure that expenditures charged to the award are for allowable purposes. Equipment purchases may only include items included in the Authorized Equipment List (AEL). Additionally, effective control and accountability must be maintained for all award cash, real property and other assets. Accounting records must be supported by such source documentation as cancelled checks, paid bills, payroll documentation, time and attendance records, contract documents, award documents, etc.
13. Financial Responsibility: The financial responsibility of the Administrator must be such that the Administrator can properly discharge the public trust which accompanies the authority to expend public funds. Adequate accounting systems shall meet the following minimum criteria:
 - a. Accounting records should provide information needed to adequately identify the receipt of funds under each award and the expenditure of funds for each award;
 - b. Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located;
 - c. The accounting system should provide accurate and current financial reporting information;
 - d. The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency and encourage adherence to prescribed management policies.

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14. Property Management Requirements:

a. Effective control and accountability must be maintained for all award-purchased property. The Administrator and the Equipment Recipient must adequately safeguard all such property and must assure that it is used solely for authorized purposes. The Administrator and the Equipment Recipient will ensure proper use, maintenance, protection and preservation of such property. All equipment acquired under a Federal award will be stored on public property. Title to non-expendable property acquired in whole or in part with award funds shall be vested with the Administrator or the Equipment Recipient.

b. The federal procedures for managing equipment will be the responsibility of the Administrator. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a Federal award, until disposition takes place will, at a minimum, meet the following requirements:

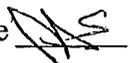
- (1) Property records must be maintained that include a description of the property, a serial number or other identification number, the source of funding for the property (including the FAIN), who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the project costs for the Federal award under which the property was acquired, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property.
- (2) A physical inventory of the property must be taken and the results reconciled with property records at least once every two years.
- (3) A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
- (4) Adequate maintenance procedures must be developed to keep the property in good condition.
- (5) If the non-Federal entity is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

c. Disposition: Equipment shall be used in the program or project for which it was acquired as long as needed, whether or not the program or project continues to be supported by Federal funds. Property may be retained by the Administrator agency and signed out to other NIMS compliant agencies on an as-needed basis, or property may be signed over to another NIMS complaint agency permanently. Property will only be transferred for disposal if it is certified as no longer serviceable and coordinated in advance with ALEA. Theft, destruction, or loss of property shall be reported to ALEA immediately.

d. Vehicles: The AEL, section 12 (Vehicles) indicates that special-purpose vehicles may be purchased and used only for the transport of CBRNE terrorism response equipment and personnel to the incident site. *These vehicles may not be used for routine administration or daily operations.* The mileage for all vehicles purchased with Homeland Security Grant Program (HSGP) funds will be checked during periodic monitoring visits. Licensing, registration, insurance and other fees are the responsibility of the jurisdiction and are not allowable under this grant. In addition, general purpose vehicles (patrol cars, executive transportation, etc.), fire apparatus and non-CBRNE tactical/armored assault vehicles are not allowable.

e. Equipment Marking: The Administrator and the Equipment Recipient agree that, when practicable, any equipment purchased with HSGP funds shall be prominently marked as follows: Purchased with funds provided by the U.S. Department of Homeland Security. Decals displaying the ALEA logo and the above phrasing may be obtained by contacting ALEA.

15. Performance: Funds may be terminated or fund payments discontinued by ALEA where it finds a substantial failure to comply with the provisions of the legislation governing these funds or regulations promulgated, including those award conditions or other obligations established by ALEA. In the event the Administrator or the Equipment Recipient fails to perform the services described herein and has previously received an award from ALEA, the full amount of the payments made shall be reimbursed to ALEA. However, if the services described herein are partially performed, and the sub-grantee has previously received financial assistance, then a proportional reimbursement shall be made to ALEA for payments made.
16. Deobligation of Funds: All expenditures of award funds must be completed and the award closed out within thirty (30) calendar days of the end of the award period. Failure to close out the award in a timely manner will result in an automatic deobligation of the remaining award funds by ALEA.

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17. Americans with Disabilities Act of 1990 (ADA): The Administrator and the Equipment Recipient must comply with all requirements of the Americans with Disabilities Act of 1990 (ADA), as applicable.
18. Compliance with Section 504 of the Rehabilitation Act of 1973 (Handicapped): All recipients of Federal funds must comply with Section 504 of the Rehabilitation Act of 1973. Therefore, the Federal funds recipient pursuant to the requirements of the Rehabilitation Act of 1973 hereby gives assurance that no otherwise qualified handicapped person shall, solely by reason of handicap, be excluded from the participation in, be denied the benefits of or be subject to discrimination, including discrimination in employment, in any program or activity that receives or benefits from Federal financial assistance. The recipient agrees it will ensure that requirements of the Rehabilitation Act of 1973 shall be included in the agreements with and be binding on all of its sub-grantee, contractors, subcontractors, assignees or successors.
19. Utilization of Minority Businesses: Administrators and Equipment Recipients are encouraged to utilize qualified minority firms where cost and performance of major contract work will not conflict with funding or time schedules.
20. Political Activity: None of the funds, materials, property or services provided directly or indirectly under this agreement shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office, or otherwise in violation of the provisions of the "Hatch Act."
21. Debarment Certification: With the signing of the cooperative agreement, the Administrator and the Equipment Recipient agrees to comply with Federal Debarment and Suspension regulations as outlined in the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions" form.
22. Drug-Free Workplace Certification: This Certification is required by the Federal Drug-Free Workplace Act of 1988. The federal regulations, published in the January 31, 1989, Federal Register, require certification by state agency recipients that they will maintain a drug-free workplace. The certification is a material representation of fact upon which reliance will be placed when ALEA determines to award the funds. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of the award, or government-wide suspension or debarment.
23. Publications: The Administrator agrees that all publications created with funding under this award shall prominently contain the following statement: "This Document was prepared under a grant from the Office of Grants & Training (G&T), FEMA. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of G&T or the U.S. Department of Homeland Security". The Administrator also agrees that one copy of any such publication will be submitted to ALEA to be placed on file and distributed as appropriate to other potential interested parties. ALEA may waive the requirement for submission of any specific publication upon submission of a request providing justification from the Administrator.
24. Closed-Captioning of Public Service Announcements: Any television public service announcement that is produced or funded in whole or in part by any agency or instrumentality of the federal government shall include closed captioning of the verbal content of such announcement.
25. Fiscal Regulations: The fiscal administration of awards shall be subject to such further rules, regulations and policies concerning accounting and records, payment of funds, cost allowability, submission of financial reports, etc., as may be prescribed by ALEA guidelines or "Special Conditions" placed on the award.
26. Compliance Agreement: The Administrator and the Equipment Recipient agree to abide by all Terms and Conditions including "Special Conditions" placed upon the award by ALEA. Failure to comply could result in a "Stop Payment" being placed on the award.
27. Leasing of Space: Requests to lease space for any purpose must be coordinated in advance with ALEA and documented in budget detail worksheets. Specific provisions are provided below.

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- a. **Equipment Storage:** Rental or leasing of space for a newly acquired, allowable equipment items is allowable. Funds may be used to cover only the portion of the rental/lease period that occurs during the award project period. Supplanting of previously planned or budgeted activities is strictly prohibited.
- b. **Exercises:** Rental or leasing of space for design, development, conduct and evaluation of exercises is allowable. This includes the costs related to the rental of space/locations for both exercise planning and conduct.
- c. **Office Space:** Leasing of office space is generally not authorized. In certain cases, it may be approved based on the requirements for hiring new personnel. The request to lease space for new personnel must be coordinated in advance with ALEA. If approved, the total cost of space may not exceed the rental cost of comparable space and facilities in a privately-owned building in the same locality. Information to demonstrate that a comparison was conducted by the sub-grantee regarding current market costs for space in the same locale should be made available upon request by the State Administrating Agency (SAA, ALEA) or its representative for audit purposes. The cost of space procured for program usage may not be charged to the program for periods of non-occupancy. Rent cannot be paid if the building is owned by the sub-grantee or if the sub-grantee has a substantial financial interest in the property. The total square footage covered by the lease, total square footage being charged to the award (based on the amount needed for program implementation) and the cost per square foot agreement must be provided to the SAA (ALEA). A copy of the signed lease agreement must be submitted to the SAA before reimbursement is made for the space. Please note that the award can only be charged for the portion of rental costs in accordance with the above requirements. The award cannot be used for mortgage payments, as this is unallowable.
28. **Suspension or Termination of Funding:** ALEA may suspend, in whole or in part, and/or terminate funding for or impose other sanctions on an Administrator or Equipment Recipient for any of the following reasons:
- a. Failure to comply substantially with the requirements or statutory objectives of the 2003 Omnibus Appropriations Act issued there under, or other provisions of Federal Law.
- b. Failure to adhere to the requirements, standard conditions or special conditions of this award, including property accountability and vehicle usage.
- c. Proposing or implementing substantial program changes to the extent that, if originally submitted, the agreement would not have been issued.
- d. Failure to submit reports on a semi-annual basis and as otherwise required.
- e. Filing a false certification, other report or document.
- f. Other good cause shown.
29. **National Incident Management System (NIMS):** The SAA met the NIMS compliance requirements in order to receive FY14 Homeland Security Grant Program funding. The jurisdictions and agencies that have complied with NIMS requirements by the annual deadline are also eligible to receive FY14 Homeland Security Grant Program funding.
- a. The Administrator of FY14 Homeland Security Grant Program funding (i.e., those that met the NIMS compliance requirements) may only allocate Homeland Security Grant Program funding for those cities, towns, and agencies that also met the annual NIMS requirements. The listing of NIMS compliant jurisdictions and agencies will be documented, maintained, and distributed by the NIMS point of contact at AEMA.
- b. If any Administrator allocates Homeland Security Grant Program funding for a city, town or agency that is not NIMS compliant, the reimbursement claim will not be processed by ALEA and the claim will be returned without action.

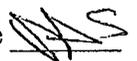
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CFDA TITLE: Homeland Security Grant Program
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**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

30. Alabama Mutual Aid System Agreement (AMAS): When funding is provided for Alabama Mutual Aid System (AMAS) related activities, the Equipment Recipient agrees to remain a party to the AMAS program.
31. Budget Detail Worksheet (BDW):
- a. The Administrator will submit a BDW to the Alabama Law Enforcement Agency (ALEA). The Administrator must receive approval of the BDW in writing from ALEA prior to obligating funds, making commitments, or purchasing any of the requested items. The BDW submitted by the Administrator will provide a complete and detailed description of the items to be purchased (equipment, training, and exercises), and will also provide a valid estimate of the actual quantities and costs for the items. The items listed on the BDW must be allowable in accordance with the US DHS Homeland Security Grant Program guidance. Any equipment requested must also be listed on the current version of the Authorized Equipment List (AEL). Additionally, a revised BDW must be submitted for addition or deletion of any items from the original worksheet. If additions, deletions, or changes in cost total \$5,000.00 or more, a new signature sheet by stakeholders is required to be submitted with the BDW revision. Electronic copies of BDW must be submitted within 60 days of receipt of this award. The electronic BDW is a requirement in addition to the paper copy that is submitted.
- b. In regard to Law Enforcement, the Administrator agrees to spend the appropriate percentage of this award in compliance with US DHS Homeland Security Grant Program guidance and ALEA special instructions. Additionally, the dollar amount and overall percentage for Law Enforcement expenditures will be documented in a letter and submitted with the BDW.
32. Metropolitan Medical Response System (MMRS):
- a. The MMRS leadership shall ensure that local strategic goals, objectives, operational capabilities, and resource requirements align with State's Homeland Security strategies. The responsibilities of MMRS Administrators are to:
- Establish and support designated MMRS leadership, such as a Steering Committee, to act as the designated POCs for program implementation. Committees must be established and meet on an appropriate periodic basis in accordance with the committee charter. In addition to appropriate local officials and stakeholders, the committee membership must also include a representative from the State Department of Public Health.
 - Promote integration of local emergency management, health, and medical systems with their Federal and State counterparts through a locally established multi-agency, collaborative planning framework.
 - Promote sub-State regional coordination of mutual aid with neighboring localities.
 - Enhance, using MMRS funds, sub-State regional planning and training to expand and improve an integrated, inclusive health and medical response to mass casualty events.
 - Validate the Administrator's local emergency response capability to a mass casualty incident by means of a regular schedule of exercises that are Homeland Security Exercise and Evaluation Program (HSEEP)-compatible.
 - Coordinate all MMRS expenditures with the local health department and, where appropriate, local representatives who manage PHEP grants, managed by CDC, and HPP, managed by HHS-ASPR, and Strategic National Stockpile.
 - Have applicable and up to date plans for responding to mass casualty incidents caused by any hazard.
 - Applicable procedures and operational guides to implement the response actions within the local plan including patient tracking that addresses identifying and tracking children, access and functional needs population, and the elderly and keeping families intact where possible.
 - Identify resources for medical supplies necessary to support children during an emergency, including pharmaceuticals and pediatric-sized equipment on which first responders and medical providers are trained.
 - Have subject matter experts, durable medical equipment, consumable medical supplies and other resources required to assist children and adults with disabilities to maintain health, safety and usual levels of independence in general population environments.

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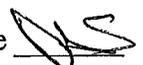


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**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

- b. Budget detail worksheets will document program expenses as prescribed in other sections of the Homeland Security Grant Program guidance. Budget detail worksheets will be prepared and provided to ALEA for approval in advance of spending in order to document the annual plan and to ensure that MMRS funds are used in accordance with MMRS program guidelines.
33. Exercises: All exercises conducted with Homeland Security Grant Program funding must be executed in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP), must be aligned with NIMS, the State THIRA, and the priorities and capabilities identified in the Multi-year Training and Exercise Plan. The Alabama Emergency Management Agency (AEMA) serves as the single point of contact (POC) for Homeland Security and Emergency Management related exercises within the state. All exercises must be coordinated in advance with the designated AEMA exercise point of contact in advance of the exercise planning cycle. The AEMA POC must be kept informed during each step of the exercise process. In accordance with HSGP guidance, award recipients must ensure that an After Action Report and Improvement Plan are prepared for each exercise conducted with US DHS/FEMA support (grant funds and direct support). The two reports must be coordinated with the AEMA exercise POC and submitted with reimbursement requests.
34. Overtime and Backfill: Administrators must read and comply with the funding restrictions provided in FY14 Homeland Security Grant Program guidance. A summary of the funding restrictions pertaining to overtime is provided below. Overtime will not typically be authorized and all requests for overtime must be coordinated in advance and approved by ALEA.
- a. Organizational Overtime: Overtime costs are allowable for personnel to participate in information, investigative, and intelligence sharing activities specifically related to homeland security and *specifically requested by a Federal agency*. Allowable costs are limited to overtime associated with federally requested participation in eligible fusion activities including anti-terrorism task forces, Joint Terrorism Task Forces (JTTFs), Area Maritime Security Committees (as required by the Maritime Transportation Security Act of 2002), US DHS Border Enforcement Security Task Forces, and Integrated Border Enforcement Teams.
- b. Operational Overtime: In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism, operational overtime costs are allowable for increased security measures at critical infrastructure sites during US DHS-declared periods of increased security. Subject to these elevated threat level conditions, HSGP funds requested for organizational costs may be used to support select operational expenses associated with increased security measures at critical infrastructure sites. In order to expend HSGP funds on operational overtime costs, prior approval in writing must be provided by the FEMA Administrator. Consumable costs, such as fuel expenses, are *not allowed* except as part of the standard National Guard deployment package.
35. Construction and Renovation: The use of HSGP funds for construction and renovation is generally prohibited unless it is a necessary component of a security system at a designated critical infrastructure facility or unless it involves erection of communications towers included in the interoperable communications plan. Construction and renovation projects must be coordinated in advance with ALEA and documented/approved in budget detail worksheets. Additionally, the Administrator must provide to the SAA (ALEA) appropriate documentation required by HSGP guidance (for forwarding to FEMA) prior to any draw down of funds. Administrators must also refer to and comply with FEMA information bulletin #329, Environmental Planning and Historic Preservation Requirements for Grants. Projects which are initiated or completed before an EHP review has been approved, where HSGP funds are to be used, will not be eligible for funding. MMRS funds may not be used for any type of construction.
36. Special Instructions: Special instructions and conditions are as follows:

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Special Conditions for STR FY 2015 sustainment and update funding:

- Completion and Approval of all relevant documents relating to the STR Grant;
- Develop an annual statewide STR training, exercise, and demonstration plan.
 - Minimum requirement is to plan, participate and/or facilitate annually one of the aforementioned in 3 different locations within the state.
 - The plan must be submitted to ALEA (chuck.murph@alea.gov) no later than 30 days following the execution date of this grant agreement.
 - The plan should outline the notification process to be used in announcing training, exercises and demonstrations to the first responders across the region.
- Participation in the state's annual Communications Exercise or Workshop as outlined by ALEA;
- Ensuring the STR is completely operative and ready to respond in your Region and elsewhere;
- AEMA agrees to fully test the STR assets on a monthly basis
 - A log shall be kept by each STR asset outlining at a minimum the following: date of test, systems/capabilities tested, operator conducting testing, name of person & region contacted, time spent to perform tests:
 - *A copy of this log should be checked monthly and filed with AEMA's Communications Section outlining any test failures.;*
- Provide the complete STR specific Budget Detail Worksheet
 - BDW should be submitted to ALEA (chuck.murph@alea.gov) for approval before any purchases are made.
 - The BDW shall be submitted to ALEA no later than 30 days from issuance of this grant agreement.
 - Worksheet must include both STR primary operator and EMA/911 Director's signature
 - Purchase of only the item(s) listed on the approved BDW provided for FY 2015.

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CERTIFICATION BY THE ADMINISTRATOR

I certify that I understand and agree to comply with the general and fiscal provisions of this cooperative agreement including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal, state and local laws that apply; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to perform the tasks of Administrator as they relate to the requirements of this cooperative agreement; that costs incurred prior to award approval may result in the expenditures being absorbed by the Administrator; and that the receipt of these funds will not supplant state or local funds.

Name: Donald A. Smith

Title: Director

Agency Address: P.O. Box 666 Lanett, AL 36863

Phone Number: 334-576-0911

Fax Number: 334-576-0913

Mobile Number: 706-773-9110

E-Mail Address: dsmith@chambers911ema.org

Signature:  Date: 1-29-16

CERTIFICATION BY COUNTY OFFICIAL AUTHORIZED TO SIGN

I certify that I understand and agree to comply with the general and fiscal provisions of this cooperative agreement including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal, state and local laws that apply; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to perform the tasks of the Official Authorized to Sign as they relate to the requirements of this cooperative agreement; that costs incurred prior to award approval may result in the expenditures being absorbed by the Administrator; and, that the receipt of these funds will not supplant state or local funds.

Name: Joe Blanks

Title: Chairperson, Chambers County Commission

Agency Address: 1 Lafayette St. Lafayette, AL 36862

Phone Number: 334-864-4341

Signature: Joe Blanks Date: 2-1-16

NOTE: THE HS POC AND THE COUNTY OFFICIAL AUTHORIZED TO SIGN CANNOT BE THE SAME PERSON. ANY STAFF FUNDED UNDER THIS AWARD MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT ALEA APPROVAL.

CERTIFICATION BY RECIPIENT OF FEDERAL GRANT FUNDED ITEMS

I certify that I understand and agree to comply with the general and fiscal provisions of this cooperative agreement including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal, state and local laws that apply; that all information presented is correct.

Name: Donald A. Smith

Title, Agency, Agency Address, Phone Number: Director, Chambers EMA, PO Box 666 Lanett, AL 334 576 0911

Signature:  Date: 1-29-16

CERTIFICATION BY STATE HOMELAND SECURITY ADVISOR

Name: Spencer Collier

Title: Secretary, Alabama Law Enforcement Agency

Signature:  Date: 1/7/2016

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**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Sub-grantees should refer to the regulations cited below to determine the certification to which they are required to attest. Sub-grantees should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under the applicable CFR covering New Restrictions on Lobbying, Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants). The certifications shall be treated as a material representation of fact upon which reliance will be placed when the State Funding Agency (SCEMD) determines to award the covered transaction, grant or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented by the applicable CFR, for persons entering into a grant or cooperative agreement over \$100,000, as defined by the applicable CFR, the applicant certifies that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -- LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- C. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

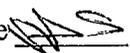
2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (SUB-RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented under the applicable CFR, for prospective participants in primary covered transactions, as defined in the applicable CFR --

A. The applicant certifies that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (2) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph A(2) of this certification; and
- (4) Have not within a three-year period preceding this application had one or more public transactions (Federal, State or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

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**CERTIFICATION REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

**3. A. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS) -- APPLICABLE TO SUB-GRANTEES
RECEIVING \$50,000 OR MORE, AND ALL STATE AGENCIES REGARDLESS OF AWARD AMOUNT.**

As required by the Federal Drug-Free Workplace Act of 1988 and implemented under the applicable CFR for grantees --

The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (1) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (2) Establishing an on-going drug-free awareness program to inform employees about --
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation and employee assistance programs, and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (3) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (1);
- (4) Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the grant, the employee will --
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (5) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (4)(b), from an employee or otherwise receiving actual notice of such conviction. Employers or convicted employees must provide notice, including position title, to the State Funding Agency. Notice shall include the identification number(s) of each affected grant;
- (6) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (4)(b), with respect to any employee who is so convicted --
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5) and (6).

**B. DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS) -- APPLICABLE TO SUB-GRANTEES
RECEIVING \$50,000 OR MORE.**

As required by the Federal Drug-Free Workplace of 1988, and implemented under the applicable CFR for sub-grantees --

- A. As a condition of the grant I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction to the State Funding Agency.

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ACCEPTANCE OF AUDIT REQUIREMENTS

We agree to have an audit conducted in compliance with OMB Circular A-133, if required. If a compliance audit is not required, at the end of each audit period we will certify in writing that we have not expended the amount of federal funds that would require a compliance audit (\$500,000). If required, we will forward for review and clearance a copy of the completed audit(s) to the following:

Alabama Law Enforcement Agency
 Accounting Office
 Post Office Box 304115
 Montgomery, Alabama 36130-4115

The following is information on the next organization-wide audit which will include this agency:

1. *Audit Period:	Beginning	10-01-15	Ending	9-30-16		
2. Audit will be submitted to ALEA Accounting Office by:				03-30-17		
				(Date)		

NOTE: The audit or written certification must be submitted to ALEA, *no later than the ninth month after the end of the audit period.*

Additionally, we have or will notify our auditor of the above audit requirements prior to performance of the audit for the period listed above. We will also ensure that, if required, the entire award period will be covered by a compliance audit which in some cases will mean more than one audit must be submitted. We will advise the auditor to cite specifically that the audit was done in accordance with OMB Circular A-133.

Any information regarding the OMB Circular audit requirements will be furnished by ALEA, upon request.

***NOTE: The Audit Period is the organization's fiscal or calendar year to be audited.**

Failure to complete this form will result in your award being delayed and/or cancelled.

Form Completed By
 Name: Donald A. Smith Title: Director

Signature: 

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