

# PENDING APPROVAL

**REQUISITION SHEET MUST BE ATTACHED**  
**(Applies when agenda item requires a specific payment)**

## OKLAHOMA COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM REQUEST SHEET

For the Wednesday, February 10, 2010 Agenda  
*(Day of Meeting) (Date and Year of Meeting)*

DEPT.: Emergency Management BY: David Barnes EXT. 1369  
*(Department requesting this item) (Contact person for this Item) (Contact's extension)*

NAME OF FUND: \_\_\_\_\_

**AGENDA ITEM DESCRIPTION:**

Receive and Approve a Renewal Memorandum of Understanding between the Oklahoma County Office of Emergency Management and the Oklahoma Office of Homeland Security (OKOHS) to receive \$690,000.00 in grant funds, and allowance of OKOHS to be the assigned administrator of said funds for the OKOHS Public Outreach

Campaign: \_\_\_\_\_

(ALL NECESSARY DOCUMENTATION MUST BE ATTACHED FOR APPROVAL)

APPROVED BY ENGINEER  
(If Applicable)

\_\_\_\_\_  
County Engineer

APPROVED BY D.A.  
(If Applicable)

2/3/10  
\_\_\_\_\_  
Assistant District Attorney

APPROVED BY PURCHASING  
(If Applicable)

\_\_\_\_\_  
Purchasing Agent

**NOTE: A COMMISSIONER MUST APPROVE ALL EMERGENCY REQUESTS  
FOR ANY ITEM SUBMITTED AFTER THE DEADLINE  
(THE DEADLINE IS 9:00AM ONE WEEK PRIOR TO THE DATE THAT THE AGENDA IS TO BE POSTED)**

DATE OF REQUEST:  
\_\_\_\_\_

BY: \_\_\_\_\_  
*(Person Submitting or Requesting Emergency Request)*

DATE OF APPROVAL:  
\_\_\_\_\_

APPROVED BY:  
\_\_\_\_\_  
COUNTY COMMISSIONER

Number of ORIGINAL DOCUMENTS you have attached: -1-. **NOTE:** The County Clerk will keep one original and will return the remaining originals to you. If you provide only one original, the Board Secretaries will return one photocopy to you. However, if you have special circumstances that require the County Clerk to *(check one)*:      keep more than one original; or X return all originals to you, please describe them for the County Clerk's consideration: Pending Board of County Commissioners approval, the original will be forwarded to the Oklahoma Office of Homeland Security for their approval and signatures, and one completed copy returned to the County Clerk's Office.

Special Instructions: Original document required by Oklahoma Office of Homeland Security for their files, please return to Emergency Management. A final signed copy will be returned to Oklahoma County Emergency Management for the County Clerk's Office. \_\_\_\_\_

REQUEST FOR DISTRICT ATTORNEY LEGAL SERVICES

THIS FORM IS TO BE USED TO REQUEST ADVICE AND/OR REPRESENTATION FROM THE DISTRICT ATTORNEY'S OFFICE REGARDING THE COUNTY OF OKLAHOMA, COUNTY OFFICIALS AND EMPLOYEES AS REQUIRED BY SECTIONS 215.4, 215.5, 215.25 AND 215.26 OF TITLE 19 OF THE OKLAHOMA STATUTES.

IF ADVICE IS SOUGHT, THE REQUEST MUST BE SIGNED BY AN ELECTED COUNTY OFFICER. THIS FORM MUST BE FILLED OUT AND SUBMITTED TO THE CIVIL DIVISION OF THE OKLAHOMA COUNTY DISTRICT ATTORNEY'S OFFICE IN A TIMELY MANNER. ALL RESPONSES TO REQUESTS FOR ADVICE WILL BE IN WRITING.


IF THE REQUEST IS FOR LEGAL REPRESENTATION UNDER 19 O. S. SECTION 215.25, THE REQUEST MUST BE SUBMITTED IN WRITING EARLY ENOUGH TO PERMIT THE DISTRICT ATTORNEY'S OFFICE ADEQUATE TIME TO COMPLETE A THOROUGH "GOOD-FAITH-AND-COURSE-OF-EMPLOYMENT" INVESTIGATION AS CONTEMPLATED BY 19 O.S. SECTION 215.26.

DATE OF REQUEST: 2 / 3 / 10

COUNTY DEPARTMENT MAKING REQUEST: Emergency Management

**STATE WITH SPECIFICITY, WHAT THE REQUEST IS AND WHY THE ASSISTANCE OF THE DISTRICT ATTORNEY'S OFFICE IS NEEDED:** *Please review as to form and content, the attached, renewed Memorandum of Understanding between Oklahoma County Emergency Management and the Oklahoma Office of Homeland Security (OKOHS) for acceptance of \$690,000.00 in grant funds and allowance of OKOHS to be the assigned administrator of said funds for the OKOHS Public Outreach Campaign.*


**ATTACH ADDITIONAL DOCUMENTS AS APPROPRIATE.** (NOTE: Advice, reviews and approvals as to "form and legality" are based on the documentation and information provided to the District Attorney's Office. Please provide all relevant information when requesting an opinion or review from the District Attorney's Office).

  
\_\_\_\_\_  
COUNTY OFFICER

.....  
DATE RECEIVED BY DISTRICT ATTORNEY: 2/3/10

REPLY BY DISTRICT ATTORNEY: Reviewed  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DAVID PRATER  
DISTRICT ATTORNEY

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

RECEIVED  
FEB 03 2010  
CIVIL DIVISION  
DISTRICT ATTORNEY

# PENDING APPROVAL

**2009 State Homeland Security Program  
Oklahoma Office of Homeland Security Public Outreach Campaign  
Memorandum of Understanding**

**DESIGNATION OF THE STATE AS THE AGENT OF THE LOCAL  
SHARE OF GRANT FUNDS FOR THE LOCAL JURISDICTION**

*Generally, DHS guidelines require 80% of Homeland Security funds to be awarded to local units of government. However, if requested by a local jurisdiction, the State may retain a portion of "Local" grant funds for planning, equipment, exercises and training coordinated by the State for the benefit of the local units of government.*

I, as the duly authorized official of Oklahoma County, Oklahoma (the "County") have read and understood the Federal FY 2009 Homeland Security Grant Program (the "2009 Grant") Guidance and Application Kit, which can be found at the following web address: [http://www.ok.gov/homeland/documents/fy09\\_hsgp\\_guidance.pdf](http://www.ok.gov/homeland/documents/fy09_hsgp_guidance.pdf). I hereby accept \$690,000.00 of 2009 Grant Local funding and assign this funding to the State of Oklahoma, specifically to the Oklahoma Office of Homeland Security ("OKOHS"), for the purpose of improving citizen preparedness in connection with potential catastrophic events, including but not limited to domestic or international acts of terrorism. Funding will be used in part for OKOHS personnel cost associated with public outreach/education as well as various marketing outreach activities including, but not limited to, continuation of the ongoing Red Dirt Ready citizen preparedness marketing program and National Preparedness Month initiatives.

Program Title: Public Outreach Campaign

Description: As evidenced by the aftermath of Hurricane Katrina, even simple planning by ordinary citizens has the capability of saving many lives and minimizing economic loss. The intent of the OKOHS Public Outreach Campaign is to better inform the public about preparedness planning options and available federal, state and local resources.

**Local Authorizing Official:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**State Administrative Agency (SAA) Official:**

Name: KERRY L. PETTINGILL

Title: DIRECTOR, OKOHS

Signature: 

Date: P-21-10