

## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (hereinafter referred to as the “MOU”) is made on this date \_\_\_\_\_ by and between \_\_\_\_\_ (hereinafter referred to as the “District”), the Snohomish County Police Staff and Auxiliary Service Center (hereinafter referred to as “PSAP/911”), hereinafter collectively referred to as “the parties,” for the purpose of ensuring common understanding and agreement regarding emergency services response to schools in the District.

WHEREAS the parties desire to set out some general issues related to an emergency services response to schools in the District; and

WHEREAS the parties are implementing the RAVE 911 (Panic) Button System (hereinafter referred to as “RAVE 911 Button System”) in District schools served by PSAP/911; and

WHEREAS the parties recognize and acknowledge that every emergency situation is different and cannot be predicted in advance; but rather, must be responded to based on the facts, circumstances and resources existing at the time of the situation.

### **Purpose**

PSAP/911 and the District recognize the benefit to our community to partner on matters which improve school safety. The purpose of this MOU is to provide information regarding the procedure for calling 911 and utilizing the RAVE 911 Button System to report an emergency at District schools serviced by PSAP/911.

### **RAVE 911 Button System**

The RAVE 911 Button System uses several processes/applications available to authorized users including a smartphone application and computer applications. The system works by associating a 9-1-1 call from an authorized mobile phone or associated landline phone and rapidly disseminating information not only to 9-1-1 and law enforcement, but also to other users authorized by the District including school staff and District officials. This system is focused on helping to improve school safety for our community using a tool which in certain circumstances can be a useful mechanism to disseminate information between 9-1-1, first responders, school staff and administrators.

Installation or use of the RAVE 911 Button System is not a replacement, nor preferred mechanism for contacting 9-1-1, law enforcement or fire and Emergency Medical Services. It is a secondary system that when available may provide benefit, but as a secondary system there is no guarantee it will be available or used in an emergency. It is understood and agreed there is no guarantee that use of this system will result in an expedited response from emergency personnel. Nevertheless, the parties agree that implementation and use of this system is intended to help promote dissemination of information to authorized users and emergency responders to promote an expedited response to school emergencies.

The District is responsible for managing its notification lists for those individuals who will receive notice of an activation of the RAVE 911 Button System. PSAP/911 will provide the District with the group of authorized first responders who must be included in each campus notification. Management of authorized users on the system is an on-going process, and the District will ensure each school updates their contacts and users regularly.

The District agrees to control and limit access to the RAVE 911 Button System application only to those who have received training and understand the role and limitations of the system. That training will at a minimum clearly establish the following:

- The RAVE 911 Button System is not a replacement for 9-1-1. Use of the 911 button is not required or obligatory. When initiating a call for help, what is most important is to place that call directly to 9-1-1 as quickly as possible.
- A voice call to 911 is the best way to ensure first responders become aware of a problem and simply pressing the RAVE 911 Button will not ensure a response by police or fire. In fact, unless the 911 telephone voice call is made, police or fire may not respond at all.
- Staff understand they should do what they believe is necessary to keep themselves and those in their charge safe. 911 does not routinely provide such instruction.

The District agrees to refresh this training periodically and ensure appropriate staff are trained on the appropriate use of the system. PSAP/911 and the District agree to periodic drills of the system, typically twice annually, scheduled at a mutually agreeable time. Drills may include live activations of the system and calls to 911.

The District has asked PSAP/911 to provide preliminary information at the time a 9-1-1 call is placed from a participating school. PSAP/911 agrees to take reasonable steps to provide this information in a timely manner; however, PSAP/911 cannot guarantee delivery of this information nor its accuracy. It is therefore incumbent on the District to ensure all authorized users understand these limitations and are able to function without this information. PSAP/911 makes no promises on its ability to provide this information. The District and PSAP/911 agree that PSAP/911's use of the RAVE 911 Button System does not create any additional legal duties, requirements, or potential liability on the part of PSAP/911 to the District.

### **Procedure for notification to PSAP/911 when an emergency occurs at a District school.**

If a District employee initiates the RAVE 911 Button System at one of the District schools, this should simultaneously initiate a call to PSAP/911. At the same time the 9-1-1 call is made to PSAP/911, a message will be sent to Rave Mobile Safety through the RAVE 911 Button System providing the name of the caller and the name of the school. The RAVE 911 Button System may then make that information available to the other RAVE 911 Button System users at the school and the law enforcement agency and emergency responders for that jurisdiction.

If the District employee is not immediately connected with a PSAP/911 operator upon initiating the RAVE 911 Button System, the employee will call 9-1-1 directly and talk to an operator if it is safe to do so. The RAVE 911 Button System is not a substitute for calling 9-1-1 and reporting an emergency to an operator.

The District agrees to provide PSAP/911 a list of the schools/locations within the District participating in implementation of the RAVE 911 Button System now or in the future. This list will be incorporated into this MOU as Appendix A.

**Duration**

This MOU may be modified by mutual consent of authorized officials from the parties. This MOU shall become effective upon signature by the authorized officials and will remain in effect until modified or terminated by any one of the partners by mutual consent. A request to modify or terminate this MOU shall be in writing.

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

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

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

District: \_\_\_\_\_

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

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

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

Agency: \_\_\_\_\_