

## INTERGOVERNMENTAL AGREEMENT – MUTUAL SHELTERING AND REUNIFICATION AGREEMENT FOR THE GREAT BEGINNINGS EARLY CHILDHOOD CENTER AND LEGACY PARK COMMUNITY CENTER

This Memorandum of Understanding (MOU) is entered into by and between the Reorganized School District No 7 of Jackson County, by and through Great Beginnings Early Childhood Center (GBECC) and the City of Lee's Summit, Missouri, by and through the Lee's Summit Parks & Recreation Board (Organization).

The purpose of the MOU is to define the relationship between GBECC and Organization during an emergency.

For this purpose, an emergency means an incident or condition that results in an actual or imminent threat of harm to health and safety and requires evacuation of the GBECC facility.

The Organization acknowledges the intent to serve as sheltering and reunification center for the occupants of the GBECC building until such time as the GBECC facility can be re-entered or all occupants have been reunified with parents and guardians and/or released from area. This time may include the removal of school property and materials from Organizations facilities.

### The Organization agrees to the following:

1. To provide the mutually agreed facility/building locations to serve as an alternative site(s) during an evacuation. Use will not be allowed if occupancy limits will be exceeded or such use adversely affects use by patrons of the Organization. Use is limited to Monday through Friday from 8am to 4pm for the Term of this Agreement.
2. Allow use of its **Legacy Park Community Center** , 901 Bluestem Drive, Lee's summit, MO 64086 facilities, grounds and equipment after it is determined that there is an emergency that requires evacuation of GBECC.
3. Designate three points-of-contact in case of an emergency (Appendix A):
  - An **Administrative** point-of-contact will serve as the primary point-of-contact. This person should have the authority and ability to open the facility/building at any time.
  - A **Facility** point-of-contact will work with GBECC personnel to assist with the facility.
  - A **Security** point-of-contact will work with GBECC and local law enforcement in making security plans. This person should have the authority and ability to open the building(s).
  - List primary point-of-contacts on Appendix A and notify the GBECC of changes in this contact information.
4. The mutually agreed Organization facilities will be visited by GBECC personal for the development of sheltering and reunification plan. Appointment will be scheduled after obtaining approval from the administrative point-of-contact or designee.
5. The Organization's mutually agreed facility/building(s) will be listed in the GBECC emergency response plan.

### The Great Beginnings Early Childhood Center agrees to the following:

1. Provide a point-of-contact person(s) to answer questions or concerns about these arrangements. (Appendix B)

2. To notify the Organization and request the use of its facilities, grounds and equipment ASAP upon evacuation. The GBECC will inform the Organization of the time period (if known) their facility is needed for the purpose of sheltering and reunification activities.
3. To be Responsible for the monitoring and accountability of GBECC occupants during such time of facility use. Once use begins GBECC will immediately make arrangements for transportation of GBECC clientele to another facility.
4. Assist in any post-event clean up and make sure it is performed in a timely manner.
5. Allow use of its Great Beginnings facilities, grounds and equipment after it is determined that there is an emergency that requires evacuation of Legacy Park Community Center. Use is limited to Monday through Friday from 8am to 4pm for the Term of this Agreement. Once use begins the Organization will immediately make arrangements for transportation of Legacy Park community Center clientele to another facility.
6. GBECC shall defend, indemnify and hold harmless the City of Lee's Summit and any of its employees, agents, officers, and elected officials from all costs and claims arising out of the mutual promises contained in this agreement, except to the extent such claims are the result of negligence or misconduct on the part of the City of Lee's Summit or any of its employees, agents, officers, and elected officials.

**Period of Agreement**

This agreement shall be effective from the date it is signed by the Organization Representative and the Director of the Great Beginnings Early Childhood Center. This agreement will remain effective for one calendar year or until either party provides 30 days written notice of intention to end its adherence to terms of the Memorandum of Understanding (hereinafter "Term.") This agreement shall be reevaluated every \_\_\_\_\_ year.

**Signatures**

Signature indicates assent with the above stated agreements and conditions:

\_\_\_\_\_  
 Superintendent of R-7 School District or Designee

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Printed Name and Title

\_\_\_\_\_  
 William A. Baird  
 Mayor

\_\_\_\_\_  
 Date

**APPROVED AS TO FORM**

\_\_\_\_\_  
 Joseph Snook  
 Administrator, Lee's Summit Parks and Recreation

\_\_\_\_\_  
 Jackie McCormick Heanue  
 Superintendent of Legal Services and Human Resources

## APPENDIX A

### City of Lee's Summit and Parks & Recreation Point-of-Contact Information

#### 1. Security Point-of-Contact

Name and Title: David Dean  
Address: 901 Bluestem Drive, Lee's Summit, MO 64086  
Work Number: 816-969-1554  
Work Cell Number: 816-718-9280  
Email: ddean@cityofls.net

#### 2. Administrative Point-of-Contact

Name and Title: Mike Hedrick  
Address: 901 Bluestem Drive, Lee's Summit, MO 64086  
Work Number: 816-969-1555  
Work Cell Number: 816-846-4864  
Email: mhedrick@cityofls.net

#### 3. Facilities Point-of-Contact

Name and Title: Heath Harris, Assistant Facility Manager  
Address: 901 NE Bluestem Drive, Lee's Summit, MO 64086  
Work Number: 816-969-1557  
Work Cell Number: 816-207-7096  
Email: hharris@cityofls.net

## APPENDIX B

### Great Beginnings Early Childhood Center Point-of-Contact Information

#### 1. Point-of-Contact

Name and Title: Kerry Boehm  
Work Number: 816-986-2465  
Cell Number: 816-365-3146

Name and Title: Sarah Birk  
Work Number: 816-986-2485  
Cell Number: 816-839-2623