

**Subject:** Resolution #656 – Approval of MOU Agreement with South Sound 911 for WebRMS Reporting

**Proposed Council Action:**

Consider Approval of Resolution #656 Authorizing Mayor to Sign MOU Agreement with the South Sound 911.

**Dept. Origin:** Police Department

**Prepared by:** Jennifer Robertson  
 City Attorney's Office

**For Agenda of:** June 6, 2017

**Exhibits:** Attached Resolution and Agreement

	Initial & Date
<b>Concurred by Mayor:</b>	_____
<b>Approved/form by City Atty:</b>	<u>JSR/5-30-17</u>
<b>Approved by _____ Director:</b>	_____
<b>Approved by Department Head:</b>	_____

**INFORMATION / BACKGROUND**

The Interlocal Cooperation Act<sup>1</sup>, authorizes the City is to contract with other governmental agencies to provide services that the City is authorized to perform. The City has previously contracted with South Sound 911 (SS911) to provide dispatch and records services for many years. The last contract was signed in December 2015 for dispatch and records services.

Recently, the parties to SS911 have begun to utilize a WebRMS Reporting system to manage police records. This agreement exists to “better serve victims of crime, assist with the timely entry of vehicles or stolen property, to further officer safety and to enhance the safety of the public in our communities.” This service has allowed other agencies to pull “courtesy reports” of participating agencies and add updates or new information. The system does not allow the deletion of any information, only the addition. This saves administrative time and allows better policing in the region because the best up-to-date information is available.

The agreement takes effect on June 1, 2017.

**FISCAL CONSIDERATION**

This Agreement has no fiscal impact as it is a user agreement for which no additional remuneration is required.

**BOARD OR COMMITTEE RECOMMENDATION**

N/A

<sup>1</sup> Chapter 39.34 RCW

**RECOMMENDATION / MOTION**

Approve Resolution #656.

MOTION: I move passage of Resolution #656 authorizing the Mayor to execute an MOU agreement with South Sound 911 for online shared records.

**RESOLUTION NO. 621**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RUSTON, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING AGREEMENT WITH SOUTH SOUND 9-1-1 FOR ONLINE WEB-RMS REPORTING RECORDS SERVICES.**

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WHEREAS, in accordance with Chapter 39.34 RCW, the “Interlocal Cooperation Act”, the City is authorized to contract with other governmental agencies to provide services that the City is authorized to perform; and

WHEREAS, the City has previously contracted with South Sound 911 (SS911) to provide dispatch and records services; and

WHEREAS, the last contract with SS911 was signed in December 2015 for dispatch and records services; and

WHEREAS, recently, the parties to SS911 have begun to utilize a WebRMS Reporting system to manage police records and an MOU is needed to establish the understanding among the partner agencies for the use of this system; and

WHEREAS, the City Council finds it in the public interest to authorize the Mayor to execute the proposed South Sound 9-1-1 MOU Agreement which is attached to this Resolution as Exhibit “A”;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RUSTON, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Agreement Authorized. The Mayor is hereby authorized to execute the South Sound 9-1-1 MOU Agreement in substantially the form attached hereto as Exhibit “A”.

Section 2. Posting on Website Required. Pursuant to RCW 39.34.040, once this Agreement has been executed by both Ruston and South Sound 911, the City Clerk is directed to post a copy of this Agreement on the City's website.

RESOLVED this 6<sup>th</sup> day of June, 2017.

APPROVED:

\_\_\_\_\_  
Bruce Hopkins, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Judy Grams, City Clerk

FILED WITH THE CITY CLERK: \_\_\_\_\_  
PASSED BY THE CITY COUNCIL: \_\_\_\_\_  
RESOLUTION NO.: \_\_\_\_\_ 656 \_\_\_\_\_

**Exhibit “A”**

**MOU Agreement**

**Between**

**City of Ruston**

**&**

**South Sound 911**

**Memorandum of Understanding**  
**Between**  
**SOUTH SOUND 911**  
**And**  
**PARTNER AGENCIES**

The Parties hereby adopt the following modifications and practices to WebRMS Reporting effective, June 1, 2017.

WHEREAS, various agencies that contract WebRMS services from South Sound 911 have the ability to create reports for each other, and there have been prior agreements to allow limited types of reports to be completed by, “Partner Agencies”; and

WHEREAS; The practice of agencies has been to allow either the completion of General (dot 1) reports, only Supplemental (dot 2) reports; or not to allow the completion of any reports based on the agency of jurisdictions desire; and

WHEREAS; This reporting method has been the past practice of numerous jurisdictions using South Sound 911 WebRMS and Enforcer reporting tools; and

WHEREAS, Crime statistics are reported based on the agency of jurisdiction or the title agency of the report and using one’s own agency to report incidents outside of one’s own jurisdiction skews crime statistics for the reporting agency.

THEREFORE, the parties agree to the following;

- 1) The agencies noted below, by signature, (WebRMS user Agency) have been invited to participate and agree to join the Partner Agencies in the existing practice of completing courtesy reports between each and every other agency listed (aka “Partner Agencies”) now or at such point they join South Sound 911 WebRMS reporting service.
- 2) Courtesy reports are defined as a Domestic Violence or Motor Vehicle Theft reports where the victim is within an agency’s jurisdiction subject of this agreement (WebRMS user Agency) at the time that the victim is reporting the incident but the offense occurred in one of the other listed agencies’ jurisdiction **or** where an officer/deputy engages in proactive police work within a jurisdiction subject to this agreement, such as Traffic Stops, Subject Contacts, In-Progress Crimes, etc., **or** from time to time in response to a citizens call for service.
- 3) It is understood and agreed that officers or deputies that engage in activity that gives rise to the need to complete a report subject to this agreement where such activity and reports require follow up activity by the agency of jurisdiction, the officer/deputy or their supervisor will make notification to the agency of jurisdiction as soon as practical. Examples of such reporting or activity include but are not limited to; Runaways; Missing Persons; Domestic Violence Crimes, Assaults, Robberies & Thefts with a suspect still outstanding.

- 4) It is understood and agreed that officers or deputies that make a custodial arrest for fresh charges, that requires booking into a custodial facility, that the arresting officer or deputy will arrange for the agency of jurisdiction to take custody of the arrestee for booking into the appropriate custodial facility. Officers or deputies who make an arrest for outstanding warrants without fresh charges will have the responsibility of booking the arrestee as appropriate.
- 5) This agreement exists to better serve victims of crime, assist with the timely entry of vehicles or stolen property, to further officer safety and to enhance the safety of the public in our communities.
- 6) When the circumstances present themselves, all officers and deputies whose agencies are subject to this agreement (WebRMS user Agency) are authorized to complete the original General (or dot 1) report in WebRMS/Enforcer or other reporting tools for the agency of jurisdiction, in addition to Supplemental (or dot 2) reports as needed.
- 7) It is further understood if the report contains information on property, vehicles or persons that needs entry in WACIC/NCIC, that the South Sound 911 Records will be contacted for appropriate action, i.e., validation, removal, or modification to the record.
- 8) This agreement further allows other agencies who may later obtain WebRMS services from South Sound 911 to enter into this agreement via Amendment. Such Amendment is subject to the approval of each agency already party to this agreement (example Amendment attached for reference).
- 9) This agreement does not impact any Notice of Consent per RCW 10.93.070 by any of the Parties and is intended only to address reporting issues with, "Partner Agencies."
- 10) It is further understood that South Sound 911 intends to research and if possible modify WebRMS and Enforcer or any other reporting tools in order to allow agencies to document and clearly display in on-line viewing tools and printed reports, both the agency of jurisdiction and the agency of authorship which would clearly identify the agency completing the documentation/authorship of the reports as well as the agency of jurisdiction.

By signing this memorandum, the undersigned agree to abide by the stipulation for Courtesy Reports between Partner Agencies, to now include the following agencies (WebRMS user Agency).

\_\_\_\_\_  
Chief – Bonney Lake Police Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief – Buckley Police Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief – Dupont Police Department

\_\_\_\_\_  
Date

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Chief – Eatonville Police Department

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Date

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Chief – Edgewood Police Department

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Date

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Chief – Fife Police Department

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Date

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Chief – Fircrest Police Department

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Date

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Chief – Gig Harbor Police Department

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Date

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Chief – Lakewood Police Department

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Date

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Chief – Milton Police Department

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Date

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Chief – Orting Police Department

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Date

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Sheriff – Pierce County Sheriff’s Department

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Date



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Chief – Puyallup Police Department

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Date

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Chief – Roy Police Department

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Date

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Chief – Ruston Police Department

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Date

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Chief – Steilacoom Public Safety

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Date

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Chief – Sumner Police Department

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Date

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Chief – Tacoma Police Department

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Date

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Chief – Transit Police Department

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Date

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Chief – University Place Police Department

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Date

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South Sound 911 LE Deputy Director on  
Behalf of Partner Agencies as agreed upon  
By the Law Enforcement Operations Board

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Date