



## COUNTY COMMISSION

BALDWIN COUNTY  
312 Courthouse Square, Suite 12  
Bay Minette, Alabama 36507  
(251) 580-2564  
(251) 580-2500 Fax  
agary@baldwincountyal.gov  
www.baldwincountyal.gov

ANU GARY  
Records Manager  
MONICA E. TAYLOR  
Assistant Records Manager

September 28, 2016

The Honorable Huey Hoss Mack  
Sheriff  
Baldwin County Sheriff's Office  
310 Hand Avenue  
Bay Minette, Alabama 36507

**RE: Memorandum of Understanding between the Baldwin County Commission and the Baldwin County Sheriff's Office - Food Services at the Baldwin County Regional Juvenile Detention Center**

Dear Sheriff Mack:

Please find enclosed a **fully executed copy** of the *Memorandum of Understanding (MOU)* approved during the September 20, 2016, Baldwin County Commission meeting, between the Commission and the Baldwin County Sheriff's Office, related to the provision of food services at the Baldwin County Regional Juvenile Detention Center. The *MOU* shall take effect on the date of its full execution, and shall extend only until the expiration of twelve (12) months at which time it shall terminate; however, it may be renewed by mutual agreement by the Baldwin County Commission and the Baldwin County Sheriff's Office. Notwithstanding the aforementioned, the Baldwin County Commission or Baldwin County Sheriff's Office may terminate this *MOU* by written notification to the other at any time thereafter for any purpose.

Food services will be for the primary provision of lunch and dinner Service on weekends. Additional food services will be for the provision of breakfast, lunch and dinner service for school holidays during the school year, summer break and emergency weather and as requested by the Juvenile Detention Director to the Baldwin County Sheriff's Office. The cost of each meal provided will be \$3.25 per meal.

If you have any questions or need further assistance, please do not hesitate to contact Administration staff.

Sincerely,

ANU GARY, Records Manager  
Baldwin County Commission

AG/met Item BF5

cc: Ron Ballard  
Kim Creech  
Connie Dudgeon

ENCLOSURE

## MEMORANDUM OF UNDERSTANDING

Baldwin County Commission  
And  
Baldwin County Sheriff's Office

This Memorandum of Understanding is made and entered into by and between the Baldwin County Commission, the governing body of Baldwin County, Alabama (hereinafter referred to as "Baldwin County Commission").

WHEREAS, the Baldwin County Commission and Baldwin County Sheriff's Office have formerly executed a prior Memorandum of Understanding wherein the Baldwin County Sheriff's Office provides meals for the Baldwin County Regional Juvenile Detention Center, such an arrangement continuing today as set forth by the Memorandum of Understanding attached hereto as **Exhibit A**; and

WHEREAS, the Baldwin County Commission desires for the Baldwin County Sheriff's Office to continue providing food services to the Baldwin County Regional Juvenile Detention Center for the juveniles detained at the facility. Food services would be for the primary provision of Lunch and Dinner Service on weekends. Additional food services would be for the provision of Breakfast, Lunch and Dinner Service for school holidays during the school year, summer break and emergency weather as set forth herein; and

WHEREAS, the Baldwin County Commission and Baldwin County Sheriff's Office understand the types of meals and the costs associated therewith; and

WHEREAS, the Baldwin County Commission and Baldwin County Sheriff's Office wish to execute a new Memorandum of Understanding pertaining to the provision of food services as set forth herein.

NOW, THEREFORE, the Baldwin County Commission and Baldwin County Sheriff's Office do hereby reduce their understandings to writing as follows"

1. **TERM:**

This Memorandum of Understanding shall take effect on the date of full execution, and shall extend only until the expiration of twelve (12) months at which time it shall terminate; however, it may be renewed by mutual agreement by the Baldwin County Commission and Baldwin County Sheriff's Office. Notwithstanding the aforementioned, the Baldwin County Commission or Baldwin County Sheriff's Office may terminate this Memorandum of Understanding by written notification to the other at any time thereafter for any purpose.

2. **SERVICES:**

(A) The Baldwin County Sheriff's Office shall provide food services to the Baldwin County Regional Juvenile Detention Center, which is located at 4305 Nicholville Road, Bay Minette, Alabama. All meals supplied will be composed of nutritious foods that meet United States Department of Agriculture meal patterns and quantity requirements, as specified in the National School Lunch Program Regulations.

- (B) The Baldwin County Sheriff's Office shall provide the following type of primary meals at the specified rate: **Lunch Service at \$ 3.25 for each meal; Dinner Service at \$ 3.25 for each meal.**
  - (C) The Baldwin County Sheriff's Office shall provide the following types of meals only during school holidays during the school year, summer break and emergency weather situations and when determined and requested by the Baldwin County Commission's Juvenile Detention Director at the specified rates: **Breakfast Service at \$ 3.25 for each meal; Lunch Service at \$ 3.25 for each meal; Dinner Service at \$ 3.25 for each meal.**
  - (D) The Baldwin County Sheriff's Office shall provide the Baldwin County Commission a monthly invoice promptly at the end of each month.
  - (E) The Baldwin County Sheriff's Office shall ensure that all foods are within the safe temperature range, as specified by state health regulations, when it leaves the Baldwin County Corrections Center kitchen.
  - (F) Reimbursement shall be made to the Baldwin County Sheriff's Office by the Baldwin County Commission on a monthly basis.
  - (G) The Baldwin County Regional Juvenile Detention Center shall maintain any necessary records associated with the subject services.
  - (H) The Baldwin County Regional Juvenile Detention Center shall provide the Baldwin County Sheriff's Office Corrections Center kitchen an adjusted meal count as the attendance varies from day to day.
- 3. GENERAL UNDERSTANDINGS:**
- (A) This Memorandum of Understanding reflects the full and complete understanding of the Baldwin County Commission and Baldwin County Sheriff's Office and may be modified or amended only by a document in writing executed by the Baldwin County Commission and Baldwin County Sheriff's Office hereto and executed with the same formality of this Memorandum of Understanding.
  - (B) This document is not meant in any way to bind, or to be a contractual obligation of, either the Baldwin County Commission or Baldwin County Sheriff's Office. The understandings outlined herein are provided for the general purposes of communicating the desires of the Baldwin County Commission and Baldwin County Sheriff's Officer hereto.
  - (C) This Memorandum of Understanding shall supersede and replace the Memorandum of Understanding attached hereto as **Exhibit A.**

IN WITNESS WHEREOF, the parties have hereunto signed and sealed this instrument as of the last date of their execution as written herein.



**BALDWIN COUNTY COMMISSION**

By: Tucker Dorsey  
TUCKER DORSEY, Chairman

9.27.16  
Date

ATTEST:

By: Ronald J. Cink / 9-27-16  
RONALD J CINK Date  
County Administrator/Budget Director

**BALDWIN COUNTY SHERIFF'S OFFICE**

By: Huey "Hoss" Mack / 9/26/16  
HUEY "HOSS" MACK, SHERIFF Date

ATTEST:

By: Charles D. Jones / 9/26/2016  
CHARLES D JONES Date  
Chief Deputy



## COUNTY COMMISSION

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ANU GARY  
Records Manager  
  
MONICA E. TAYLOR  
Assistant Records Manager

April 24, 2013

The Honorable Huey Hoss Mack  
Sheriff of Baldwin County  
310 Hand Avenue  
Bay Minette, Alabama 36507

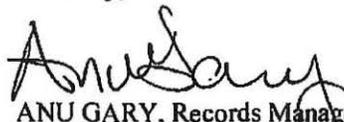
**RE: Memorandum of Understanding Between the Baldwin County Commission and the Baldwin County Sheriff's Office - Food Services at the Baldwin County Regional Juvenile Detention Center**

Dear Sheriff Mack:

Enclosed is a **fully executed copy** of a *Memorandum of Understanding* between the Baldwin County Commission and the Baldwin County Sheriff's Office, related to the provision of food services at the Baldwin County Regional Juvenile Detention Center. The *Memorandum of Understanding* shall take effect on the date of its full execution, and shall extend only until the expiration of twelve (12) months at which time it shall terminate; however, it may be renewed by mutual agreement by the Baldwin County Commission and the Baldwin County Sheriff's Office. Notwithstanding the aforementioned, the Baldwin County Commission or Baldwin County Sheriff's Office may terminate this *Memorandum of Understanding* by written notification to the other at any time thereafter for any purpose.

If you have any questions or need further assistance, please do not hesitate to contact Jennifer Lee, Juvenile Detention Center Director, at (251) 580-1840.

Sincerely,

  
ANU GARY, Records Manager  
Baldwin County Commission

AG/met Item E11

cc: Jennifer Lee  
Kim Creech

ENCLOSURE

## **MEMORANDUM OF UNDERSTANDING**

**Baldwin County Commission  
and  
Baldwin County Sheriff's Office**

This Memorandum of Understanding is made and entered into by and between the Baldwin County Commission, the governing body of Baldwin County, Alabama (hereinafter referred to as "Baldwin County Commission") and the Baldwin County Sheriff's Office (hereinafter referred to as "Baldwin County Sheriff's Office").

WHEREAS, the Baldwin County Commission and Baldwin County Sheriff's Office have formerly executed a prior Memorandum of Understanding wherein the Baldwin County Sheriff's Office provides meals for the Baldwin County Regional Juvenile Detention Center, such an arrangement continuing today as set forth by the Memorandum of Understanding attached hereto as **Exhibit A**; and

WHEREAS, the Baldwin County Commission desires for the Baldwin County Sheriff's Office to continue providing food services to the Baldwin County Regional Juvenile Detention Center for the juveniles detained at the facility, said food services remaining the primary provision of Dinner Service and emergency weather provision of Breakfast Service and Lunch Service as set forth herein; and

WHEREAS, the Baldwin County Commission and Baldwin County Sheriff's Office understand the types of meals and the costs associated therewith; and

WHEREAS, the Baldwin County Commission and Baldwin County Sheriff's Office wish to execute a new Memorandum of Understanding pertaining to the provision of food services as set forth herein.

NOW, THEREFORE, the Baldwin County Commission and Baldwin County Sheriff's Office do hereby reduce their understandings to writing as follows:

**1. TERM:**

This Memorandum of Understanding shall take effect on the date of full execution, and shall extend only until the expiration of twelve (12) months at which time it shall terminate; however, it may be renewed by mutual agreement by the Baldwin County Commission and Baldwin County Sheriff's Office. Notwithstanding the aforementioned, the Baldwin County

Commission or Baldwin County Sheriff's Office may terminate this Memorandum of Understanding by written notification to the other at any time thereafter for any purpose.

2. **SERVICES:**

(A) The Baldwin County Sheriff's Office shall provide food services to the Baldwin County Regional Juvenile Detention Center, which is located at 43405 Nicholasville Road, Bay Minette, Alabama. All meals supplied will be composed of nutritious foods that meet United States Department of Agriculture meal patterns and quantity requirements, as specified in the National School Lunch Program Regulations.

(B) The Baldwin County Sheriff's Office shall provide the following type of primary meal at the specified rate: **Dinner Service at \$ 3.40 for each meal.**

(C) The Baldwin County Sheriff's Office shall provide the following types of meals only during emergency weather situations and when determined and requested by the Baldwin County Commission's Juvenile Detention Director at the specified rates: **Breakfast Service at \$ 3.40 for each meal; Lunch Service at \$ 3.40 for each meal.**

(D) The Baldwin County Sheriff's Office shall provide the Baldwin County Commission a monthly invoice promptly at the end of each month.

(E) The Baldwin County Sheriff's Office shall ensure that all foods are within the safe temperature range, as specified by state health regulations, when it leaves the Baldwin County Corrections Center kitchen.

(F) Reimbursement shall be made to the Baldwin County Sheriff's Office by the Baldwin County Commission on a monthly basis.

(G) The Baldwin County Regional Juvenile Detention Center shall maintain any necessary records associated with the subject services.

(H) The Baldwin County Regional Juvenile Detention Center shall provide the Baldwin County Sheriff's Office Corrections Center kitchen an adjusted meal count as the attendance varies from day to day.

3. **GENERAL UNDERSTANDINGS:**

(A) This Memorandum of Understanding reflects the full and complete understanding of the Baldwin County Commission and Baldwin County Sheriff's Office and may be modified or amended only by a document in writing executed by the Baldwin County Commission and Baldwin County Sheriff's Office hereto and executed with the same formality of this Memorandum of Understanding.

(B) This document is not meant in any way to bind, or to be a contractual obligation of, either the Baldwin County Commission or Baldwin County Sheriff's Office. The understandings outlined herein are provided for the general purposes of communicating the desires of the Baldwin County Commission and Baldwin County Sheriff's Office hereto.

(C) This Memorandum of Understanding shall supersede and replace the Memorandum of Understanding attached hereto as Exhibit A.

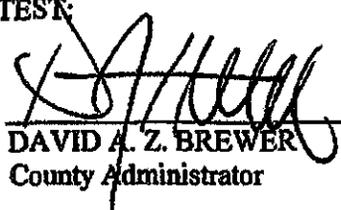
IN WITNESS WHEREOF, the parties have hereunto signed and sealed this instrument as of the last date of their execution as written herein.

**BALDWIN COUNTY COMMISSION**

By:  /Date  
TUCKER DORSEY, Chairman

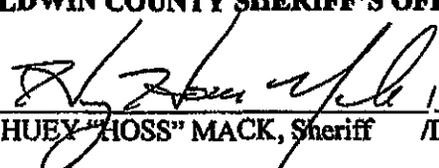


ATTEST:

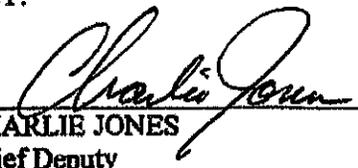
By:  /Date  
DAVID A. Z. BREWER  
County Administrator

4.23.2013

**BALDWIN COUNTY SHERIFF'S OFFICE**

By:  /Date  
HUEY "HOSS" MACK, Sheriff

ATTEST:

By:  /Date  
CHARLIE JONES  
Chief Deputy

4/18/2013

**From:** [Jennifer Lee](#)  
**To:** [Hoss H. Mack](#)  
**Cc:** [Connie Dudgeon](#); [Ronald Cink](#)  
**Subject:** meals  
**Date:** Friday, May 02, 2014 11:24:47 AM

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Sherriff,

I received notice that the dinner meal was going up to \$4.00 a meal. We have appreciated all the help that the jail has provided with regards to serving food (dinner) for the detention center. As I am sure you know the meals that are provided by your kitchen are appropriate for grown men and are very institutionalized. Unfortunately, we participate in the School lunch program and chose to move in compliance with the 6cent certification. We did not ask your kitchen to improve its meals to meet those guidelines. Respectfully that seems very high for a dinner meal. In contrast, we serve meals here at the camp that are of significant quality and exceed expectations for taste and nutritional standards. Our most expensive meal is served at \$4.05 a meal (that is labor, cost of food, insurance, cleaning supplies etc.) Our least expensive lunch item comes in at \$2.48 a meal.

Please reconsider the increase to \$4.00 for the meals served at the Jail.

Jennifer Lee  
Director  
251.580.2540  
251.580.1860

This e-mail and any files transmitted with it are confidential and intended only for the individual(s) named. If you have received this e-mail by mistake, please notify the sender immediately by e-mail. Do not disseminate, distribute or copy this e-mail. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail (including any attachments) if you have received it in error. You may not use, disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail (including any attachments) if you have received it in error. You may not use, disseminate, distribute or copy this e-mail.