



COUNTY COMMISSION

BALDWIN COUNTY
312 Courthouse Square, Suite 12
BAY MINETTE, ALABAMA 36507

(251) 937-0264
Fax (251) 580-2500
www.baldwincountyal.gov

May 16, 2023

MEMBERS
DISTRICT 1. JAMES E. BALL
2. MATTHEW P. MCKENZIE
3. BILLIE JO UNDERWOOD
4. CHARLES F. GRUBER

The Honorable Bob Wills, Mayor
City of Bay Minette
301 D'Olive Street
Bay Minette, Alabama 36507

**RE: Management Control Agreement with City of Bay Minette Police
Department for Administration of Computer Systems and Network
Infrastructure**

Dear Mayor Wills:

The Baldwin County Commission, during its regularly scheduled meeting held on May 16, 2023, took the following actions:

- 1) Terminate the *Management Control Agreement* effective May 16, 2023, between the Baldwin County Commission and the City of Bay Minette Police Department approved during the August 3, 2010, Baldwin County Commission Regular Meeting (Agenda Item G1); and
- 2) Approve and authorize me, as Chairman, to execute the *Management Control Agreement* between Baldwin County Commission and City of Bay Minette Police Department for the administration of computer systems and network infrastructure which interfaces with the Alabama Criminal Justice Information Center (ACJIC) network; and
- 3) Authorize Brian Peacock, Communications and Information Systems Department (CIS) Director, to sign the *Management Control Agreement* as requested by the Alabama Law Enforcement Agency (ALEA).

The term of the *Agreement* shall be from the date of full execution and will continue until terminated by either party with a thirty (30) day written notice.

Enclosed is a **fully executed copy** of the *Agreement* for your files.

Mayor Bob Wills
May 16, 2023
Page 2 of 2

If you have any questions or need further assistance, please do not hesitate to contact me or Brian Peacock, CIS Director, at (251) 937-0264.

Sincerely,



CHARLES F. GRUBER, Chairman
Baldwin County Commission

CG/clc Item CH3

cc: Brian Peacock
Susan Marino

ENCLOSURE(S)

Management Control Agreement

This Management Control Agreement (Agreement) is made by and between the Baldwin County Commission (BCC) and the Bay Minette Police Department (BMPD). The Baldwin County Commission and the Bay Minette Police Department (collectively referred to as "parties") hereby acknowledge and agree as follows:

WHEREAS, pursuant to the CJIS Security Policy Version 5.8, regarding the administration of that portion of computer systems and network infrastructure interfacing directly or indirectly with the state network ACJIC for the interstate exchange of criminal history/criminal justice information, the Bay Minette Police Department wishes to have the authority, via managed control, to set and enforce various matters; and

WHEREAS, the parties have reached an agreement pertaining to the computer systems and network infrastructure interfacing directly or indirectly with the state network ACJIC for the interstate exchange of criminal history/criminal justice information.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and in relation to the overall supervision of all Bay Minette Police Department systems, applications, equipment, systems design, programming, and operational procedures associated with the development, implementation, and maintenance of any Bay Minette Police Department system to include NCIC Programs that may be subsequently designed and/or implemented within the Bay Minette Police Department, the sufficiency of all such consideration is hereby acknowledged, the parties do hereby agree as follows:

1. Managed Control by BMPD. Pursuant to the CJIS Security Policy, it is agreed that with respect to administration of that portion of computer systems and network infrastructure interfacing directly or indirectly with the state network (ALEA CJNet) for the interstate exchange of criminal history/criminal justice information, the BMPD shall have the authority, via managed control, to set, maintain, and enforce:

- (1) Priorities.
- (2) Standards for the selection, supervision, and termination of personnel access to Criminal Justice Information (CJI).
- (3) Policy governing operation of justice systems, computers, access devices, circuits, hubs, routers, firewalls, and any other components, including encryption) that comprise and support a telecommunications network and related criminal justice systems to include but not limited to criminal history record/criminal justice information, insofar as the equipment is used to process or transmit criminal justice systems information guaranteeing the priority, integrity, and availability of service needed by the criminal justice community
- (4) Restriction of unauthorized personnel from access or use of equipment accessing the State network.
- (5) Compliance with all rules and regulations of the City of Bay Minette Municipal Court Policies and CJIS Security Policy in the operation of all information received.

" ... management control of the criminal justice function remains solely with the Criminal Justice Agency." Section 5.1.1.4

2. CJA Management & Control. Responsibility for management of security control shall remain with the criminal justice agency. (See CJIS Security Policy Version 5.8).

3. Certain Authority. Notwithstanding anything written or implied within this Agreement, the BMPD shall in no way have any authority to manage, set standards, set priorities, or otherwise control official policies relating to, without limitation, administrative, personnel, and computer information systems of the BCC and such attempt to do so will render this Agreement void.

4. No Agency Created. It is neither the express nor the implied intent of the BMPD or the BCC to create an agency relationship pursuant to

this Agreement; therefore, neither Party acts in any manner act on behalf of the other Party and the creation of such a relationship is prohibited and void.

5. Entire Agreement. This agreement represents the entire and integrated agreement between the BCC and the BMPD and supersedes all prior negotiations, representations, or agreements, either written or oral. This agreement may be amended only by written instrument signed by all parties.

6. Effective Date & Termination. This Agreement shall be effective on the date of full execution. The BCC and the BMPD may terminate this contract, with or without cause or reason, by giving thirty (30) days written notice of such to the other party. Upon receipt of such notices, both parties shall discontinue their work to the extent specified in the notice.

7. Force Majeure. The Parties hereto shall incur no liability to the other if performance becomes impossible or impracticable by reason on an event or effect that the parties could neither have anticipated nor controlled. This allowance shall include both an act of nature and acts of third parties. Any costs that would otherwise be incurred and/or necessitated by the provisions herein shall be alleviated for either party by such event or effect.

8. State of Alabama. This Agreement shall be governed by and construed in

accordance with the laws of the State of Alabama.

9. Indemnification. BMPD shall indemnify, defend and hold the BCC and its affiliates, employees, agents, representatives, contractors, subcontractors, licensees and invitees harmless from and against any and all claims, demands, liabilities, damages, losses, judgments, costs, and expenses including, without limitation, attorneys' fees, of any nature whatsoever, incurred by, asserted against, or imposed upon BCC.

10. Number of Originals. This Agreement shall be executed with any number of originals, all of which are equally valid as an original.

IN WITNESS WHEREOF, this Memorandum of Understanding has been duly executed
by the parties subscribed below.



BALDWIN COUNTY COMMISSION

Charles F. Gruber

BY: _____ / 05/16/2023

Charles F. Gruber Date

Chairman

ATTEST: By: *Roger Rendleman* / 05/16/2023

Roger Rendleman

Date

County Administrator

BMPD

Robert A. Wills

BY: _____ / 05/19/23

Robert A. Wills

Date

City of Bay Minette Mayor

Notary Page to Follow

STATE OF ALABAMA

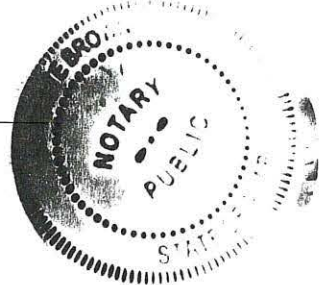
COUNTY OF BALDWIN

I, Jeanette Brown, a Notary Public, in and for said County in said State, hereby certify that Charles F. Gruber, as Chairman of the Baldwin County Commission, and Roger Rendleman as County Administrator of the Baldwin County Commission, whose names are signed to the foregoing instrument and who are known to me, acknowledged before me and on this day that, being informed of the contents of said instrument, they, as such Chairman and Budget Director of the Baldwin County Commission, and with full authority, executed the same voluntarily on the day the same bears date for and as an act of said Baldwin County Commission.

Given under my hand and seal this the 16th day of May, 2023.

Jeanette Brown
Notary Public, Baldwin County, Alabama
My Commission expires: _____

My Commission Expires:
August 31, 2026



STATE OF ALABAMA

COUNTY OF _____

I, Rita Diedtrich, a Notary Public, in and for said County in said State, hereby certify that Robert A. Wills as Mayor for City of Bay Minette, whose name is signed to the foregoing instrument and who is known to me, acknowledged before me and on this day that, being informed of the contents of said instrument, he/she, as Mayor for City of Bay Minette, and with full authority, executed the same voluntarily on the day the same bears date for and as an act of said BMPD.

Given under my hand and seal this the 9th day of May, 2023.

Rita Diedtrich
Notary Public,
My Commission expires: _____

RITA DIEDTRICH
NOTARY PUBLIC, ALABAMA STATE AT LARGE
MY COMMISSION EXPIRES SEP. 13, 2023

Management Control Agreement

Pursuant to the CJIS Security Policy, it is agreed that with respect to administration of that portion of computer systems and network infrastructure interfacing directly or indirectly with the state network (ALEA CJNet) for the interstate exchange of criminal history/criminal justice information, the City of Bay Minette Municipal Court shall have the authority, via managed control, to set, maintain, and enforce:

- (1) Priorities.
- (2) Standards for the selection, supervision, and termination of personnel access to Criminal Justice Information (CJI).
- (3) Policy governing operation of justice systems, computers, access devices, circuits, hubs, routers, firewalls, and any other components, including encryption, that comprise and support a telecommunications network and related criminal justice systems to include but not limited to criminal history record/criminal justice information, insofar as the equipment is used to process or transmit criminal justice systems information guaranteeing the priority, integrity, and availability of service needed by the criminal justice community.
- (4) Restriction of unauthorized personnel from access or use of equipment accessing the State network.
- (5) Compliance with all rules and regulations of the City of Bay Minette Municipal Court Policies and CJIS Security Policy in the operation of all information received.

"...management control of the criminal justice function remains solely with the Criminal Justice Agency." Section 5.1.1.4

This agreement covers the overall supervision of all City of Bay Minette Municipal Court systems, applications, equipment, systems design, programming, and operational procedures associated with the development, implementation, and maintenance of any City of Bay Minette Municipal Court system to include NCIC Programs that may be subsequently designed and/or implemented within the City of Bay Minette Municipal Court.



Brian Peacock
Baldwin County

5-16-23

Date



Earl Stephens
City of Bay Minette Municipal Court Clerk

5-8-23

Date