

INTERAGENCY AGREEMENT

This agreement is entered into by and between the Office of the Court Administrator (hereinafter referred to as OCA), the 13th Judicial District and Yellowstone County (hereinafter referred to as the County).

THE PARTIES OF THIS AGREEMENT, AND IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AGREE AS FOLLOWS:

The OCA, hereby enters into this Interagency Agreement to allocate funding to the County for the purpose of improving court security.

DUTIES AND RESPONSIBILITIES OF THE COUNTY:

To ensure that the obligations are met, the county agrees to the following:

1. The County will participate in a court security committee, which must include county membership from the sheriff's office, a commissioners' designee, disaster and emergency planning staff, the District Court Clerk of Court, and any court of limited jurisdiction court located within the courthouse. The committee should meet a minimum of four times per year to discuss and manage court security concerns.
2. The County agrees to a security review in partnership with OCA's court security specialist.
3. The County will purchase and maintain equipment or services identified through the court security review and approved by the local security committee. The OCA will reimburse the County within 30 days of purchase. The County will submit receipts or invoices supporting the reimbursement.

DUTIES AND RESPONSIBILITIES OF THE JUDICIAL DISTRICT:

The Judicial District agrees to provide the following:

- A. A District Court judge or judges will be appointed by the judges to participate in the security committee. Judges may also appoint a Youth Court staff member to participate in the committee.
- B. The judges agree to participate in a security review in partnership with OCA's court security specialist.

ALLOCATION OF FUNDS:

The OCA shall authorize Yellowstone County spending authority as follows:

- A. Yellowstone County shall have available \$38,969.10 to be allocated as follows:

a. Add Access Control to 6 Doors & Relocate 1 Access Door

1. 506 Courtroom
2. 509 Courtroom
3. 515 Courtroom
4. 518 Courtroom
5. 606 Courtroom
6. 608 Courtroom
7. Relocate Access Control on 5th Floor from Interior Elevator Hall to Exterior

- B. The OCA agrees to reimburse all appropriate county expenditures within 30 days of receiving a valid invoice. Reimbursement will be made based on actual expenditures submitted and approved by OCA.
- A. Funds from the OCA for the security grant may not be used to supplant funding for security related programming/services currently being utilized in the pilot county.

TIME OF PERFORMANCE:

This agreement shall take effect on _____ and shall terminate on _____ unless terminated earlier in accordance with terms of this Agreement.

LIAISON

The liaison for the OCA will be the Court Administrator or his designee. Liaison for Yellowstone County will be a member or an appointed designee of the Yellowstone County Board of County Commissioners.

ACCESS AND RETENTION OF RECORDS

- A. Yellowstone County agrees to provide the OCA, the Legislative Auditor or their agents' access to any records concerning this Agreement.
- B. Yellowstone County and the OCA agree to create and retain all records supporting this Agreement for a period of three years after the completion of the Agreement.

COMPLETED CONTRACT

The OCA cannot disburse any payments under this Agreement until a fully executed original is returned to the OCA.

SIGNATURES:

Supreme Court Administrator

Dave McAlpin

Chair, Yellowstone County Board of County Commissioners

District Court Judge, 13th Judicial District
