



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of October 7, 2025

**DATE:** October 7, 2025

**TO:** Peter Zaroni, City Manager

**FROM:** Brandon Wade, Fire Chief  
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**Resolution authorizing a Memorandum of Understanding between Texas Division of  
Emergency Management, Texas Emergency Management Assistance Teams,  
and the Corpus Christi Fire Department**

**CAPTION:**

Resolution authorizing the execution of a Memorandum of Understanding between the Corpus Christi Fire Department and the Texas Division of Emergency Management and Texas Emergency Management Assistance Teams for the purpose of consolidating all participating agencies under a unified agreement to enhance emergency management including preparatory activities such as administrative functions and training necessary for operational readiness, operational response, and recovery services through teams such as Texas A&M Task Force 1, State of Texas Incident Management Team, and the Texas Intrastate Fire Mutual Aid System.

**SUMMARY:**

This Resolution is for the execution of a Memorandum of Understanding that will authorize the Corpus Christi Fire Department's participation in various State of Texas Emergency Response Teams.

**BACKGROUND AND FINDINGS:**

The Corpus Christi Fire Department (CCFD) has a long-standing history of participation in the Texas Emergency Management Assistance Teams (TEMAT), supporting statewide disaster response and recovery operations. Over the years, CCFD personnel have deployed under various individual Memorandum of Understanding (MOU)/agreements and operational frameworks coordinated by the Texas Division of Emergency Management (TDEM).

To streamline administrative processes and enhance statewide coordination, TDEM has developed a new MOU that consolidates all participating jurisdictions and employers under a single, standardized agreement. This "umbrella" MOU is designed to formalize the roles, responsibilities, and expectations of jurisdictions contributing personnel to TEMAT deployments, while ensuring consistency in training, deployment protocols, liability coverage, and reimbursement procedures. Each participating agency in Texas has been given an identical document for review and signature. This includes all local, state, and private organizations that have TEMATs that fall under TDEM (approximately 200+ organizations).

The MOU outlines the framework for TEMAT operations across five programs (Incident Support Task Force, Public Works Response Team, Texas A&M Task Force 1, State of Texas Incident Management Team, and Texas Intrastate Fire Mutual Aid System), covering the following categories:

- **Roles and Responsibilities:** Defines TDEM duties, Program Administrators, Jurisdictions and Members.
- **Training and Exercises:** Covers jurisdiction-sponsored training (locally funded for skill development) and state/administrator-sponsored events (state-funded, requiring prior authorization), with jurisdictions ensuring attendance to maintain qualifications.
- **Paperwork and Documentation:** Requires annual rosters, contact lists, personnel files, membership profile updates, and reimbursement claims per the State Mutual Aid Reimbursement Guide.
- **Deployment and Activation Protocols:** Includes call-out systems, backfill staffing, deployment in austere conditions, and member conduct as state representatives during activations or training.
- **Reimbursement, Liability, and Financials:** Details reimbursement for wages and medical costs under state/federal authority, ensuring workers' compensation and liability coverage, with TDEM reimbursing jurisdictions for eligible expenses.
- **Administrative and Legal Provisions:** Sets a five-year term, amendment/termination (30 days notice), nondiscrimination compliance, audit cooperation, and governance under Texas law.

In accordance with Texas Government Code Chapter 418, Subchapter E-1 Texas Statewide Mutual Aid System, and the State of Texas Emergency Management Plan, this TEMAT MOU delineates responsibilities and procedures for TEMAT activities. TDEM's authority is provided through the State of Texas to activate state resources for the purposes of TEMAT Programs. This MOU does not alter CCFD's operational role or historical commitment to statewide mutual aid but instead provides a unified legal and administrative structure that aligns with current best practices in emergency management. Adoption of this MOU will ensure that CCFD remains an active and compliant participant in TEMAT operations, with clearly defined terms for personnel deployment and support. It also will ensure that the City continues to get reimbursed from the State for its participation in TEMAT operations.

This MOU is classified as an Interlocal Cooperation Agreement, which requires City Council approval prior to signature by the Department Director, in this case the Fire Chief. This TEMAT MOU commences on the date of the last signature and will continue for a period of five years unless terminated earlier in accordance with the terms of the TEMAT MOU. Execution of this MOU will ensure the continued participation by CCFD in statewide emergency response operations under a unified and standardized framework.

If this MOU is not authorized, then TDEM will subsequently determine whether or not CCFD can proceed with TEMAT participation since the MOU responsibilities could not be met. If TDEM decides that CCFD can no longer participate in TEMAT activities, then CCFD would be required to cease participation in statewide emergency response operations.

#### **ALTERNATIVES:**

The alternative is to not authorize this MOU and cease participation in TEMAT activities.

**FISCAL IMPACT:**

There is no fiscal impact to the City associated with the execution of this MOU. The MOU does not require any new funding commitments or expenditures. All costs related to personnel deployment under the TEMAT framework will continue to be reimbursed by the TDEM in accordance with existing protocols.

**FUNDING DETAIL:**

Fund: N/A  
Organization/Activity: N/A  
Mission Element: N/A  
Project # (CIP Only): N/A  
Account: N/A

**RECOMMENDATION:**

City staff recommends authorization to execute the Memorandum of Understanding between the Texas Division of Emergency Management and the Corpus Christi Fire Department for the Texas Emergency Management Assistance Teams.

**LIST OF SUPPORTING DOCUMENTS:**

Resolution  
Memorandum of Understanding