



Indian River County  
Board of County Commissioners  
Department of Emergency Services

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4225 43<sup>rd</sup> Avenue, Vero Beach, Florida 32967

March 13, 2017

Robert J. Brugnoli, Ph.D.  
Executive Director  
Mental Health Association in Indian River County  
820 37th Place  
Vero Beach, Florida 32960

RE: Letter of Agreement for Critical Incident-Stress Management Consultation (CISM) Services

Dear Dr. Brugnoli:

Thank you for your response to our request for CISM services for our Emergency Services District (District) first responder personnel. The purpose of this letter is to memorialize the agreement for providing CISM services and payment of CISM fees and costs. From time to time, our first responders encounter tragic and stressful events. It is hoped that by making CISM services available to first responders, it will enable them to recover from these events in a healthy manner.

As we discussed, we will request your services on an as needed basis. There will be three main instances when the District will call upon you for your assistance.

- A Staff member will call you by telephone to discuss an event in order to advise you of the situation and ask for your recommendation as how best to handle the event.
- The staff member will ask you to come into the station immediately (if possible) or at the next shift of those responders involved in the event for a counseling session.
- You will be asked to conduct follow-up CISM sessions with the responders involved in the event.



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You have agreed to charge the District for your services as follows:

Dr. Brugnoli	\$ 100.00/hour
James Ranahan	\$ 100.00/hour

We would ask that you send us a monthly bill itemizing your time and expenses to the following address:

Emergency Services District  
4225 43<sup>rd</sup> Avenue  
Vero Beach, Florida 32967

This agreement will remain in effect until one year from the date of the last signature on this letter. Changes or extensions to this agreement will be made in writing, signed by each party. Either party may terminate this agreement by giving the other party 30 days' notice.

Please feel free to call if you have any questions regarding this agreement. If you have no questions and all looks acceptable to you, please execute the enclosed copy of this letter and return it to my office at your earliest convenience.

Yours very truly,

Brian Burkeen  
Assistant Fire Chief



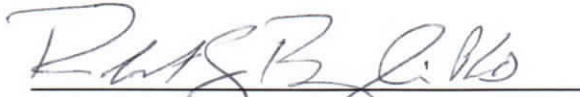
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**ACKNOWLEDGED AND AGREED**

DATED THIS 13<sup>TH</sup> day of MARCH, 2017.

  
\_\_\_\_\_  
Robert J. Brugholi, Ph.D.  
Executive Director

Mental Health Association in Indian River County

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Joseph E. Flescher, Chairman  
Indian River County Emergency Services District