

POLK COUNTY SAFETY COMMITTEE
EMPLOYEE TRAINING PROPOSAL

TO: Judge John Thompson and the Commissioners of Polk County

Recommendation:

Polk county employees can enhance the safety awareness and overall safety program if employees are equipped to respond to emergency events that require immediate attention. First aid training, CPR training and the proper use of AEDs (automatic emergency defibrillators) can be provided by the American Red Cross at a cost per individual. However, the Polk County Safety Committee recommends the ongoing training of employees by purchasing training equipment to allow the county to train its own employees.

A bid for training four employees at the county and the cost of equipment to train 100 employees is attached:

The four employees who have volunteered for the class are:

Stephanie Dale
Melinda Cole
JR Jones
Jay Burks

Classes are numerically limited by design so instructors will pair up. Each training team will teach the 8 hour class once a month.

Total unbudgeted cost \$4587.14

With respect,

Larry Shine,
Polk County Safety Director



**American
Red Cross**

Together, we can save a life

North Bay Area Branch
5309 Decker Drive
Baytown, Texas 77520
(281) 424-1300 Office
(281) 424-3591 Fax

To: Larry Shine **From:** Fran Parent or Elizabeth Reaves
Fax: 936-327-6890 **Pages:** 3
Phone: 936-327-6826 **Date:** 2/6/2009
Re: [Click here and type subject of fax] **CC:** [Click here and type name]

Urgent For Review Please Comment Please Reply Please Recycle

● **Comments:**

Larry,

I had Elizabeth work the quote up for the materials and equipment to teach CPR/AED/SFA. The materials are enough to teach 100 before additional books would be needed. Also, I did not include the administration fees of 5.00 per person for the processing of the certification cards. That part is paid has classes are taught and cards issued.

Also, there is an additional quote for the training of 4 instructors to be able to teach in house.

If you have any questions, both Elizabeth and I will be in Livingston all day Monday teaching a disaster class. I will come and drop by your office.

Fran



Quote

DATE: January 29, 2009

North Bay Area Branch Office
 5309 Decker Drive
 Baytown, Texas 77520
 Phone 281.424.1300 Fax 2851.424.3591

Bill To: Polk County
 602 E. Church Street
 Livingston, Texas 77351
 ATTN: Larry Shine

For: Lay Responder Instructor Training

DESCRIPTION	T	AMOUNT
Class Registration - Standard First Aid/CPR/AED 4 @ \$40.00		\$160.00
Class Registration - Fundamentals of Instructor Training 4 @ \$20.00		\$80.00
Class Registration - Lay Responder Instructor 4 @ \$98.00		\$392.00
SUBTOTAL		\$ 632.00
TAX RATE		8.25%
SALES TAX		\$ -
OTHER		-
TOTAL		\$ 632.00

Make all checks payable to American Red Cross
 If you have any questions concerning this invoice, Fran S. Parent, 281.424.1300, fparent@ghac.org

THANK YOU FOR YOUR BUSINESS!



Quote

DATE: January 29, 200

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 5309 Decker Drive
 Baytown, Texas 77520
 Phone 281.424.1300 Fax 2851.424.3591

Bill To: Polk County
 602 E. Church Street
 Livingston, Texas 77351

For: CPR Training Supplies
 Community & Schools (C&S)

DESCRIPTION	T	AMOUNT
C&S Participant Manual (Stock #652145) Retail Price 15.99) 100 @ \$12.99		\$1,299.00
C&S DVD (Stock #652146) (Retail Price 164.99) 1 @ \$134.99		\$134.99
Little Anne 4-pk (Stock #020023) 2 @ 670.00		1,340.00
Baby Anne 4-pk (Stock #050011) 2 @ \$335.00		670.00
Laerdal Face Shields 36-roll (Stock #151201) Retail \$12.90) 3 @ \$11.10		22.20
Little Anne Airways 96-pk (Stock #020301) 1 @ \$179.99		179.00
Baby Anne Airways 24-pk (Stock #050100) 4 @ \$15.00		60.00
AED Trainer 6-pk (Stock #321247)(Retail Price 269.95) 1 @ \$249.95		249.95
SUBTOTAL		\$ 3,955.14
TAX RATE		8.25%
SALES TAX		\$ -
OTHER		-
TOTAL		\$ 3,955.14

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THANK YOU FOR YOUR BUSINESS!