

RESOLUTION NO. 398A

A RESOLUTION AUTHORIZING THE TOWN OF MOUNT CARMEL TO PARTICIPATE IN & ACCEPT THE 2008-09 GOVERNORS HIGHWAY SAFETY OFFICE LAW ENFORCEMENT COORDINATORS GRANT.

WHEREAS, the safety and well being of the citizens of the State of Tennessee and the Town of Mount Carmel is of the greatest importance; and

WHEREAS, the Governor's Highway Safety Office seeks to encourage highway safety by offering a Law Enforcement Network Coordinator Grant to organize efforts to keep impaired drivers off the streets, roads, and highways by educating law officers and by conducting specialized Impaired Driver enforcement for a period of one (1) year; and

WHEREAS, the Town of Mount Carmel now seeks to participate in this important program; and

WHEREAS, the public welfare requires it;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, as follows:

Section I. That the Town of Mount Carmel is hereby authorized to apply and accept a Governor's Highway Safety Office Law Enforcement Coordinators Grant for Nineteen Thousand Nine Hundred Ninety-Nine Dollars and ninety-five cents (\$19,999.95) and upon award appropriately budget for its use;

Section II. If awarded, the Town of Mount Carmel is not required to provide any matching sums of money. The Mount Carmel Police Department will have the authority to reapply for this Grant in the coming years so long as the Town does not have to provide matching funds.

Section III. The Mayor shall do all things necessary to validate and make the agreement legally binding including, but not limited to, affixing his or his designee's signature thereto;

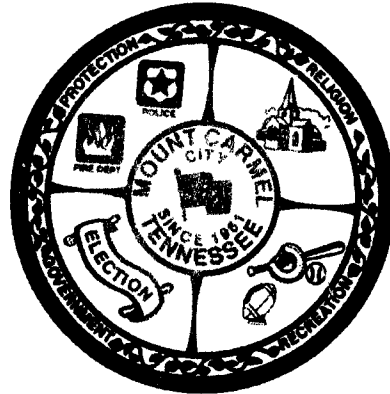
Section IV. This Resolution shall take effect upon its passage the public welfare requiring it.

Duly passed and approved this the 22th day of April, 2008.

Gary Lawson
GARY W. LAWSON, Mayor

ATTEST:

Marian Sandidge
MARIAN SANDIDGE, City Recorder



APPROVED AS TO FORM:

[Signature]
LAW OFFICE OF MAX & COUP

FIRST READING	AYES	NAYS	OTHER
Vice-Mayor Eugene Christian	✓		
Alderman Richard Gabriel	✓		
Alderman Tresa Mawk	✓		
Alderman Thomas Wheeler	✓		absent
Alderman Carl Wolfe			
Alderman Wanda Worley-Davidson	✓		
Mayor Gary Lawson	✓		
TOTALS	6	0	1

PASSED: April 22, 2008

APPLICATION FOR HIGHWAY SAFETY GRANT

RFP TITLE: 10379-Network Law Enforcement Grants

PROJECT TITLE: Network Law Enforcement Grants

Application ID:	11925	Grant Class:	Initial
Grant Category:	Police Traffic Services	Prior ID:	
Status:	Editing	Grant Year:	2009
State:	Unlocked		

Contact Information

Agency Name:	Mount Carmel Police Department	Project Director:	Campbell, Mike
Type:	Law Enforcement	Title:	Capt.
Tax ID:	620961519	Phone:	423-817-2959
Governmental Unit:	City	Fax:	423-357-1184
Address 1:	100 E. Main St.	Email:	mcpd_campbell@yahoo.com
Address 2:	P.O. Box 1421		
City:	Mount Carmel	Financial Officer:	Campbell, Mike
State:	TN	Title:	Capt.
County:	Hawkins	Phone:	423-817-2959
Zip:	37645	Fax:	423-357-1184
Main Phone:	(423) 357-7311	Email:	mcpd_campbell@yahoo.com
Main Fax:	(423) 357-1184		

Cost Estimates (SUMMARY FROM PART TWO)

PERSONNEL SERVICES (salaries & benefits):	\$9,999.95
PROFESSIONAL FEES (consultants, personal services contractors, accounting & auditing fees):	\$0.00
NON-PERSONNEL (supplies, communications, postage printing, occupancy, equipment rental & maintenance, travel, meetings and conferences):	\$5,000.00
OTHER NON-PERSONNEL (advertising, organization permits):	\$0.00
CAPITAL PURCHASES (Equipment Under \$5,000 & Over \$5,000):	\$5,000.00
SUB-TOTAL:	\$19,999.95
INDIRECT COSTS (0%):	\$0.00
TOTAL COSTS:	\$19,999.95

Revenue Sources

Federal:	0%	\$19,999.95
Local Government:	0%	\$0.00
Other:	0%	\$0.00
Total Revenue:	0%	\$19,999.95

Claim Submitted: Monthly

Personnel Costs**Personnel Services**

Classification	Number	Role	Pay Rate	Pay Periods	Sub-Total	Benefits	Sub-Total	Total
Internal Staff	1.0	network coordinator	\$833.33	12.0M	\$9,999.96	0%	\$0.00	\$9,999.96
Sub-Totals:					\$9,999.96		\$0.00	

Personnel Costs Total: \$9,999.96**Professional Fees****Professional Fees**

Classification	Total
	\$0.00

Professional Fees Total: \$0.00**Non-Personnel Costs****(A) Supplies**

Name	Classification	Cost	Quantity	Total
				Total:
				\$0.00

(B) Occupancy

Name	Classification	Cost	Quantity	Total
				Total:
				\$0.00

(C) Communications thru Printer etc.

Name	Classification	Cost	Quantity	Total
				Total:
				\$0.00

(D) Travel

Name	Classification	Cost	Quantity	Total
				Travel Total:
				\$0.00

(E) Other Travel & Conferences

Name	Classification	Cost	Quantity	Total
				Other Travel & Conferences Total:
				\$0.00

(F) Meetings & Conferences

Name	Classification	Cost	Quantity	Total
travel expenses	Meetings & Conferences	\$5,000.00	1.0	\$5,000.00
				Meetings & Conferences Total:
				\$5,000.00

All Travel Items Sub-Total(D+E+F): \$5,000.00**Non-Personnel Costs Total(A+B+C+D+E+F): \$5,000.00****Other Non-Personnel Costs****Other**

Name	Classification	Cost	Quantity	Total
				Other Non-Personnel Costs Total:
				\$0.00

Capital Purchases**Equipment (Less Than \$5,000)**

Name	Classification	Cost	Quantity	Total
equipment	Equipment (Less Than \$5,000)	\$5,000.00	1.0	\$5,000.00
				Total:
				\$5,000.00

Equipment (\$5,000 or More)

Name	Classification	Cost	Quantity	Total
			Total:	\$0.00
Capital Purchases Total:				\$5,000.00

Indirect Cost

(audited rate as determined by cognizant federal agency or the state Comptroller's Office subject to approval by NHTSA - Explain and submit copy of Certificate of Indirect Cost (maximum allowed - 15%))

Indirect Cost Details

Percent	Total
0%	\$0.00

Indirect Cost Total: \$0.00**Total Costs**

Total Costs	\$19,999.95
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Attachments

Problem Statement

Identify current problems. Include summary of past and current GHSO Projects. Focus on human, vehicle, and environmental factors contributing to crashes and their severity; identify target locations. Use data to support the need for the project (include at a minimum, data over a three year period). Include an explanation as to how the problem was documented.

As the Governors Highway Safety Office works toward its goal of reducing injuries, fatalities and economic losses on Tennessee's roadways, a number of factors are important in bringing success to its various traffic safety programs. The most important factors in the success of the programs are the involvement of law enforcement agencies on the local level and their zeal in promoting the programs. In the past, the GHSO's Law Enforcement Liaison Officers (LEL's) have been the major point of contact between the GHSO and local law enforcement agencies. They have been able to pull together excellent support and have achieved fine results in the past, especially for the high visibility campaigns such as Click It or Ticket and Booze It & Lose It. Building on the success of the CIOT campaigns, the GHSO is anxious to increase support of and commitment to initiatives to address impaired driving. With strong local support, the Booze It & Lose It campaign as well as the Buckle Up In Your Truck and Over the Limit Under Arrest campaigns could achieve the same measure of success as the CIOT campaign. In their work with local agencies, the LEL's have seen that, if communities work together toward achieving a safety goal, greater progress can be made than if only one agency in the community is involved in the program. In order to strengthen state safety initiatives on the local level and to achieve community support for them, the Law Enforcement Liaison Officers in Tennessee have set up twenty-two Network organizations across the state. These Networks are made up of law enforcement officers from agencies in groups of adjacent counties who hold regular meetings to discuss safety initiatives in their areas.

These Networks have been established in the following manner:

1. West TN - 6 coordinators
2. Middle TN - 5 coordinators
3. Cumberland - 6 coordinators
4. East TN - 5 coordinators

These established networks must be strengthened and empowered to carry out established initiatives in order to reduce injuries, fatalities and economic losses on Tennessee's roadways.

Attachments

Proposed Solution

What long-range goal in the GHSO Performance Plan does this project support?

The Governors Highway Safety Offices goal is to reduce injuries, fatalities and economic losses on Tennessee's roadways. The most important factors in the success of statewide highway safety programs are the involvement of law enforcement agencies on the local level and their enthusiasm and interest in the programs. The states response to the 2001 Click It or Ticket campaign was excellent; the state achieved a 20% increase in seat belt use, and, more important, fatalities on Tennessee's roads through August 2001 were down. Click It or Ticket was solidly supported by law enforcement agencies throughout the state. In the coming year, Tennessee has made a commitment to support not only the Click it or Ticket program, but also to endorse and strongly promote Booze It and Lose It, formerly You Drink & Drive, You Lose, Over the Limit Under Arrest and Buckle Up In Your Truck. In 2002, Law Enforcement Liaison Officers in Tennessee set up sixteen Network organizations across the state to help promote the safety initiatives of the GHSO. Since the inception of the network coordinator program seatbelt usage has risen to 80.2% and fatalities were at a 15 year low in 2007

Since 2002 these networks have grown and so has the Network Coordinators from 16 to 22. These Networks are made up of law enforcement officers from agencies in groups of adjacent counties. Also invited to be involved in the Networks are safety professionals from the counties particularly health educators, judges, EMS, and CPS Technicians. Network groups meet at a luncheon meeting one day each month for networking and programs on subjects of interest. They also learn about GHSO initiatives,

receive training on how to implement the initiatives and commit their department's support to each effort. The Network Plan provides an excellent vehicle to reach law enforcement officers and other community safety workers to involve them in state safety initiatives. It also helps encourage cooperation among agencies, among communities and among counties, leading to maximized use of resources available, opportunities for training and information dispersal, and increased dialog among members of the safety community. The goals of the local networks are:

1. To build partnerships to address local and statewide safety issues among law enforcement agencies,
2. Health care providers,
3. Highway safety advocates,
4. The judiciary,
5. Safety educators and business leaders

To promote an organization through which information (e.g. training, enforcement campaigns) can be efficiently distributed. To provide a means of collecting data from agencies across the state in an efficient and expedient manner. To utilize list serve technology to expedite communication within and among the networks. For this effort to be successful, the Local Area Network Coordinators (LANCs) will be called upon to make a major investment of time and effort. Contacting and following up with Network members, recruiting support and new members in the communities, planning meetings, recruiting speakers for pertinent programs and coordinating GHSA initiatives will involve their spending a great deal of time on the Network. For the success of the Network program, it is vital that the Coordinators be compensated for the time they put in to this effort. Local Area Network Coordinators will be required to:

Provide assistance to the Regional LEL as required.

Participate in the national/state campaigns as directed by the GHSA.

Solicit network agencies to participate in national campaigns.

Conduct monthly/quarterly network meetings.

Participate in GHSA sponsored press events.

Participate in GHSA training events, to be available as an Instructor if qualified.

Personally contact each Chief of Police and Sheriff or representative in the local area network in order to explain the GHSA campaigns and solicit agency participation.

Serve as data collectors for law enforcement statistics for each GHSA campaign.

Attend GHSA meetings as directed.

Attend at least one Regional LEL meeting during the grant period.

Other duties as may be assigned by the GHSA/LEL. By bolstering, strengthening and encouraging the 22 networks currently in place, the Network Program will significantly encourage and strengthen response to the GHSA's safety programs. Network meetings are an important tool in training area law enforcement officials to implement the safety programs. In addition, the increased cooperation and communication among neighboring communities will enormously benefit the counties, the networks and the state. The strength of this program has been proven by the 2007 decrease in fatalities by 110.

Identify the target groups where the solution is designed to affect.

This program will target motorists traveling on Tennessee highways, including teenage drivers. Target ages and demographics have shown that white males between the ages of 18-35 are least likely to buckle up and or drive impaired. Motorcycle fatalities among middle aged people are also on the rise and it is imperative we include this demographic in the target group.

Describe the chosen interventions.

ENFORCEMENT: Click It or Ticket, Booze It and Lose It, National Drunk and Drugged Driving Prevention Month, Over the Limit Under Arrest, Buckle Up In Your Truck, Hands Across the Border etc...

AWARENESS: Earned media through the network

EDUCATION & TRAINING: GHSO training programs

Describe the rationale behind the interventions (i.e., why you believe the intervention(s) will work).

By making the public aware that law enforcement is out in force enforcing the traffic laws of the state with an emphasis on seat belts, impaired driving and speed people will reconsider before they drink and drive or drive or ride with a seatbelt.

By educating our officers they become more aware of trends in impaired driving. They know how to observe and identify impaired drivers and those not wearing their seatbelts.

Describe the resources to be used in carrying out the intervention(s):

- *Manpower requirements and how they will be utilized*
- *Equipment requirements and how it will be utilized*

Manpower - Money in the grant will be used to pay the district coordinator for time spent promoting these programs and gathering data. Other coordinator assistance may be needed from time to time to aide the LEL in other areas such as classroom instruction etc...

Equipment - the equipment purchased with this grant money will aid in speed detection, DUI evidence collecting and conviction and communications

Travel - funding will allow for the LEL Conference, Lifesavers/Challenge (state and national)

If the project contains training or similar activities, indicate:

- *Specific type training planned*
- *How the need for and type of training planned was identified*
- *Number of persons affected*
- *Where the training will be held, duration of training, subjects covered, etc*

Any officers requiring special training that is not offered in-house will be enrolled in a GHSO training course that is relevant to the type training needed

List the specific goals and objectives for the project.

This project is designed to save lives both locally and statewide. It will also reduce the number of injuries related to impaired driving crashes or crashes where seatbelts were not worn resulting in enormous financial savings for the state, insurance companies and potential victims.

Attachments**Method of Evaluation**

Evaluation of program effectiveness should be able to answer such questions as:

- *Was the program conducted as planned?*
- *Did the program reach the intended target group?*
- *Did the program achieve what it intended (e.g., change behavior or attitudes, educate people)?*
- *What did the program cost (in terms of dollars, person-hours of effort, donated materials)?*

Describe the outcome(s) you are measuring.

Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency
Network Coordinators will submit the following items to both the GHSO and the Regional LEL each month:

1. A copy of the Network Meeting Agenda
2. A list of those who attended and the agencies represented
3. Minutes of the meeting Network Coordinators
4. Submit quarterly reports to the GHSO following the end of each quarter.

Quarterly reports will indicate the names of the agencies participating in the Network Program. The reports indicate the safety initiatives the Network was involved in (both GHSO initiatives and local, if applicable), agencies involved, the dates of the initiative, the level of involvement (number of officers involved, time spent) and a description of the activities carried out. The success of the Network Programs and of the individual Local Area Network Coordinators will be measured by:

1. The number of agencies participating in monthly Network meetings;
2. The number of law enforcement agencies participating in planned enforcement initiatives;
3. The participation level of the agencies in the Network in national campaigns.
4. The number of law enforcement officers within the network receiving training.

The network coordinator will have access to the Tennessee Traffic Reporting System to determine which agencies are participating and which agencies are not.

Describe the method(s) you will be using for collecting data (e.g., self-report, observations, physical trace analysis, surveys, etc.)

Each agency that participates in a special, reporting mobilization is given or is already in possession of a mobilization reporting sheet. During that mobilization the agencies report multiple times to the network coordinator who in turns gathers all the data and stats and forwards them to the LEL. This is done via email, fax or departmental visit

For the next three, describe the type(s) of data you will be collecting:

- Administrative data

*Anytime a press conference or media event is held in the network area it will have been arranged through the office of the network coordinator or the LEL. Working together they will have the contact information and location and will be able to record such event. Any articles or news broadcasts will be captured.

*During our meetings an attendance roster is signed with the attendees' name, department, contact number and email address so the network coordinator can keep the department informed on upcoming events.

- Police and/or Traffic Engineering data

- Cost data

Detail the data analysis technique(s) used to examine the data.

Describe the method(s) you will be using for collecting data (e.g., self-report, observations, physical trace analysis, surveys, etc.)

For the next three, describe the type(s) of data you will be collecting:

- Administrative data

- Police and/or Traffic Engineering data

- Cost data

Detail the data analysis technique(s) used to examine the data.

Attachments

Schedule of Tasks by Quarter

List performance schedule of tasks by quarters referring specifically to the tasks you provided in the Proposed Solution (part IV) and defining the components of the tasks to be accomplished by quarters. Identify the person(s) responsible for each task. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

1st Quarter (Oct., Nov., Dec.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, Cumberland Crackdown
5. Arrange for area media conferences through the GHSO when appropriate
6. Keep record of all press events and newspaper articles
7. Attend any scheduled briefings held in region
8. Submit quarterly activity report by January 15, 2008.

2nd Quarter (Jan., Feb., Mar.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, Super Bowl Enforcement Weekend, St. Patrick's Day Enforcement and the Law Enforcement Challenge
5. Arrange for area media conferences through the GHSO when appropriate
6. Keep record of all press events and newspaper articles
7. Attend any scheduled briefings held in region
8. Submit quarterly activity report by April 15, 2008

3rd Quarter (Apr., May, Jun.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network

3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, Buckle Up In Your Truck, and Hands Across the Border
5. Assist with the National Lifesavers Conference in Nashville
6. Arrange for area media conferences through the GHSA when appropriate
7. Keep record of all press events and newspaper articles
8. Attend any scheduled briefings held in region
9. Submit quarterly activity report by July 15, 2008.

4th Quarter (Jul., Aug., Sep.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSA
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, 100 Days of Summer Heat
5. Arrange for area media conferences through the GHSA when appropriate
6. Assist with the Tennessee Lifesavers Conference and the Law Enforcement Challenge
7. Keep record of all press events and newspaper articles
8. Attend any scheduled briefings held in region
9. Submit quarterly activity report by October 15th, 2008.
10. Submit quarterly activity report by November 1st, 2008.

Attachments

Self-Sufficiency Plan

Outline below the plan to ensure that the traffic safety program will become self-sufficient once Federal funding has expired.

Because of the success of the program the City/County Administration would incorporate the costs of maintaining this program within their budget. We have also developed strong community partnerships that would ensure the self-sufficiency of the program.

Attachments

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Instructions

To Apply for this RFP you can either 'Create a New Application' or 'Copy a Previously Created Application'. Please select the appropriate link proceed.

Option 1: Create New Application (Creates a New Blank Application for this RFP.)

Option 2: Copy a Previously Created Application (Displays a list of previously created Applications and allows you to copy the data for this RFP.)

RFP Details

General Information

RFP ID/Status: 10379/Posted

Program Year: 2009

Class: Initial

Title: Network Law Enforcement Grants

Type: Police Traffic Services

Program Officer: Kevin Hager

Dates:	04/18/2008	08/31/2008	10/01/2008	09/30/2009
	Proposal Deadline	Award Execution Date	Grant Start Date	Grant End Date

Number of Awards: 22

Anticipated Amount Per Award: \$10,000 - \$20,000

Problem

As the Governor's Highway Safety Office works toward its goal of reducing "injuries, fatalities and economic loss on Tennessee's roadways," a number of factors are important in bringing success to its various traffic safety programs. The most important factors in the success of the programs are the involvement of law enforcement agencies on the local level and their zeal in promoting the programs.

In their work with local agencies, the LELs have seen that, if communities work together toward achieving a safe roadway, greater progress can be made than if only one agency in the community is involved in the program. In order to achieve state safety initiatives on the local level and to achieve community support for them, the Law Enforcement Liaison Committees in Tennessee have set up nineteen Network organizations across the state. These Networks are made up of law enforcement officers from agencies in groups of adjacent counties who hold regular meetings to discuss safety issues in their areas.

Objective

The Governors Highway Safety Offices goal is to reduce injuries, fatalities and economic losses on Tennessee highways. The most important factors in the success of state-wide highway safety programs are the involvement of law enforcement agencies on the local level and their enthusiasm and interest in the programs.

One time special award. Grants will be awarded to the highest score by region (East, Cumberland, West, Middle Tennessee).

Activities

In 2002, Law Enforcement Liaison Officers in Tennessee set up sixteen Network organizations across the state to promote the safety initiatives of the GHSO. With more and more participation, twenty coordinators are now needed for the network meetings. These Networks are made up of law enforcement officers from agencies in groups of adjacent counties. Also invited to be involved in the Networks are safety professionals from the counties particularly health educators, judges, EMS, and CPS Technicians. Network groups meet at a luncheon meeting one day each month to network and programs on subjects of interest. They also learn about GHSO initiatives, receive training on how to implement the initiatives and commit their departments support to each other.

For this effort to be successful, The Local Area Network Coordinators (LANCs) will be called upon to make a major investment of time and effort. Contacting and following up with Network members, recruiting support and new members in the communities, planning meetings, recruiting speakers for pertinent programs and coordinating GHSO initiatives involve their spending a great deal of time on the Network. For the success of the Network program, it is vital that the Coordinators be compensated for the time they put into this effort.

Assistance with the 2009 National LifeSavers conference will be required. The GHSO is responsible for hosting the conference. The GHSO will utilize network coordinators during the conference.

Resources

Agency will provide a LANC Person to assist in the network coordination with the area LEL Contact. GHSO will provide the following: \$5,000 for travel, \$10,000 for Overtime, and \$5,000 approved equipment (radars, in-car video system computers for TraCs.).

NOTE: These resources are estimated and are based on 07-08 grant year funding. The GHSO does not guarantee funding levels, however we have provided a best estimate. Our resource estimates may change by the time this grant is authorized for 08-09 grant year. Approved grantees will be notified of any changes.

Self-sufficiency

The agency selected will be responsible for repairs of the equipment for the duration of the equipment used for the program and the replacement of any equipment utilized and necessary for the above mentioned programs. GHSO will provide continuing support so long as agency maintains its level of activity.

Evaluation

The success of the Network Programs and of the individual Local Area Network Coordinators will be measured by the following:

1. The number of agencies participating in monthly Network meetings;
2. The number of law enforcement agencies participating in planned enforcement initiatives;
3. The participation level of the agencies in the Network in national campaigns.
4. The number of law enforcement officers within the network receiving training.
5. Implement or will implement TraCs to Download crash results electronically.

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- Jim Cramer


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Subject: Network Coordinator Grants

Good afternoon everyone,

Included below are a few updates regarding the network coordinator grants...

1) The amount per award will increase to \$20,000 for 2008-2009 breakdown of funding is \$10,000 for personnel, \$5,000 for travel, \$5,000 for equipment. The \$10,000 for personnel can be used for active enforcement and coordinator activities. We have a travel budget to \$5,000. The main reason for this increase is the costs of the National LifeSavers conference. Tennessee will host this conference in the spring of 2009 at the Gaylord Opryland. This conference will have around 3000 attendees from all across the state. We will utilize each network coordinator to ensure this conference is operated efficiently. More information will be provided at a later date. If you need any assistance with the budget section of your application please let me know.

2) All network coordinator grants should follow the same basic principles and activities. The template that we currently use Clint has been updating this template to assist each applicant 2008-2009. I will be sending each of you an email with this soon. Please don't submit your application until you receive updated information.

3) NHTSA will be conducting a management review of our office preparation of this review we have some items that need to be done. NHTSA will need documentation regarding each of the meetings attended or hosted. This includes network meetings and individual agencies in your network. Basically, we will need a sign-in agenda for each network meeting. I know the LELs keep up with sign-in sheets and agendas in order to provide the meals. I will let the LELs about receiving a copy of these items. The coordinator sheet should include meetings with individual agencies. I will put this information into each coordinator's file within our office. This will help our office justify the network coordinator program to NHTSA. This will also allow our office to continue the "coordination activities" process approved by NHTSA last year.

Please let me know if you have any questions about any of the items. I appreciate everyone's cooperation and dedication to the coordinator program. If you need anything from me, please do not hesitate to call.

Thanks again,

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*During our meetings an attendance roster is signed with the attendees' name, department, contact number and email address so the network coordinator can keep the department informed on upcoming events.

- *Police and/or Traffic Engineering data*

- *Cost data*

Detail the data analysis technique(s) used to examine the data.

Schedule of Tasks by Quarter:

1st Quarter (Oct., Nov., Dec.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, Cumberland Crackdown
5. Arrange for area media conferences through the GHSO when appropriate
6. Keep record of all press events and newspaper articles
7. Attend any scheduled briefings held in region
8. Submit quarterly activity report by January 15, 2008.

2nd Quarter (Jan., Feb., Mar.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, Super Bowl Enforcement Weekend, St. Patrick's Day Enforcement and the Law Enforcement Challenge
5. Arrange for area media conferences through the GHSO when appropriate
6. Keep record of all press events and newspaper articles
7. Attend any scheduled briefings held in region
8. Submit quarterly activity report by April 15, 2008

3rd Quarter (Apr., May, Jun.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, Buckle Up In Your Truck, and Hands Across the Border
5. Assist with the National Lifesavers Conference in Nashville
6. Arrange for area media conferences through the GHSO when appropriate
7. Keep record of all press events and newspaper articles
8. Attend any scheduled briefings held in region
9. Submit quarterly activity report by July 15, 2008.

4th Quarter (Jul., Aug., Sep.):

1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO
2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network
3. Each month, submit a list of area agencies contacted and results of those meetings
4. Begin planning to enlist network participation in the following initiatives: Click It or Ticket, National Drunk and Drugged Driving Prevention Month, Booze It and Loose It, 100 Days of Summer Heat
5. Arrange for area media conferences through the GHSO when appropriate
6. Assist with the Tennessee Lifesavers Conference and the Law Enforcement Challenge
7. Keep record of all press events and newspaper articles
8. Attend any scheduled briefings held in region
9. Submit quarterly activity report by October 15th, 2008.
10. Submit quarterly activity report by November 1st, 2008.

Self-Sufficiency Plan:

Because of the success of the program the City/County Administration would incorporate the costs of maintaining this program within their budget. We have also developed strong community partnerships that would ensure the self-sufficiency of the program.

Proposed Solution:

What long-range goal in the GHSO Performance Plan does this project support?

The Governors Highway Safety Offices goal is to reduce injuries, fatalities and economic losses on Tennessee's roadways. The most important factors in the success of statewide highway safety programs are the involvement of law enforcement agencies on the local level and their enthusiasm and interest in the programs. The states response to the 2001 Click It or Ticket campaign was excellent; the state achieved a 20% increase in seat belt use, and, more important, fatalities on Tennessee's roads through August 2001 were down. Click It or Ticket was solidly supported by law enforcement agencies throughout the state. In the coming year, Tennessee has made a commitment to support not only the Click it or Ticket program, but also to endorse and strongly promote Booze It and Lose It, formerly You Drink & Drive, You Lose, Over the Limit Under Arrest and Buckle Up In Your Truck. In 2002, Law Enforcement Liaison Officers in Tennessee set up sixteen Network organizations across the state to help promote the safety initiatives of the GHSO. Since the inception of the network coordinator program seatbelt usage has risen to 80.2% and fatalities were at a 15 year low in 2007

Since 2002 these networks have grown and so has the Network Coordinators from 16 to 22. These Networks are made up of law enforcement officers from agencies in groups of adjacent counties. Also invited to be involved in the Networks are safety professionals from the counties particularly health educators, judges, EMS, and CPS Technicians. Network groups meet at a luncheon meeting one day each month for networking and programs on subjects of interest. They also learn about GHSO initiatives, receive training on how to implement the initiatives and commit their department's support to each effort. The Network Plan provides an excellent vehicle to reach law enforcement officers and other community safety workers to involve them in state safety initiatives. It also helps encourage cooperation among agencies, among communities and among counties, leading to maximized use of resources available, opportunities for training and information dispersal, and increased dialog among members of the safety community. The goals of the local networks are:

1. To build partnerships to address local and statewide safety issues among law enforcement agencies,
2. Health care providers,
3. Highway safety advocates,
4. The judiciary,
5. Safety educators and business leaders

To promote an organization through which information (e.g. training, enforcement campaigns) can be efficiently distributed. To provide a means of collecting data from agencies across the state in an efficient and expedient manner. To utilize list serve technology to expedite communication within and among the networks. For this effort to be successful, the Local Area Network Coordinators (LANCs) will be called upon to make a major investment of time and effort. Contacting and following up with Network

members, recruiting support and new members in the communities, planning meetings, recruiting speakers for pertinent programs and coordinating GHSO initiatives will involve their spending a great deal of time on the Network. For the success of the Network program, it is vital that the Coordinators be compensated for the time they put in to this effort. Local Area Network Coordinators will be required to:

Provide assistance to the Regional LEL as required.

Participate in the national/state campaigns as directed by the GHSO.

Solicit network agencies to participate in national campaigns.

Conduct monthly/quarterly network meetings.

Participate in GHSO sponsored press events.

Participate in GHSO training events, to be available as an Instructor if qualified.

Personally contact each Chief of Police and Sheriff or representative in the local area network in order to explain the GHSO campaigns and solicit agency participation.

Serve as data collectors for law enforcement statistics for each GHSO campaign.

Attend GHSO meetings as directed.

Attend at least one Regional LEL meeting during the grant period.

Other duties as may be assigned by the GHSO/LEL. By bolstering, strengthening and encouraging the 22 networks currently in place, the Network Program will significantly encourage and strengthen response to the GHSO's safety programs. Network meetings are an important tool in training area law enforcement officials to implement the safety programs. In addition, the increased cooperation and communication among neighboring communities will enormously benefit the counties, the networks and the state. The strength of this program has been proven by the 2007 decrease in fatalities by 110.

Identify the target groups where the solution is designed to affect.

This program will target motorists traveling on Tennessee highways, including teenage drivers. Target ages and demographics have shown that white males between the ages of 18-35 are least likely to buckle up and or drive impaired. Motorcycle fatalities among middle aged people are also on the rise and it is imperative we include this demographic in the target group.

Describe the chosen interventions.

ENFORCEMENT: Click It or Ticket, Booze It and Lose It, National Drunk and Drugged Driving Prevention Month, Over the Limit Under Arrest, Buckle Up In Your Truck, Hands Across the Border etc...

AWARENESS: Earned media through the network

EDUCATION & TRAINING: GHSO training programs

Describe the rationale behind the interventions (i.e., why you believe the intervention(s) will work).

By making the public aware that law enforcement is out in force enforcing the traffic laws of the state with an emphasis on seat belts, impaired driving and speed people will reconsider before they drink and drive or drive or ride with a seatbelt.

By educating our officers they become more aware of trends in impaired driving. They know how to observe and identify impaired drivers and those not wearing their seatbelts.

Describe the resources to be used in carrying out the intervention(s):

Manpower requirements and how they will be utilized

Equipment requirements and how it will be utilized

Manpower - Money in the grant will be used to pay the district coordinator for time spent promoting these programs and gathering data. Other coordinator assistance may be needed from time to time to aide the LEL in other areas such as classroom instruction etc...

Equipment - the equipment purchased with this grant money will aid in speed detection, DUI evidence collecting and conviction and communications

Travel - funding will allow for the LEL Conference, Lifesavers/Challenge (state and national)

If the project contains training or similar activities, indicate:

Specific type training planned

How the need for and type of training planned was identified

Number of persons affected

Where the training will be held, duration of training, subjects covered, etc

Any officers requiring special training that is not offered in-house will be enrolled in a GHSO training course that is relevant to the type training needed

List the specific goals and objectives for the project.

This project is designed to save lives both locally and statewide. It will also reduce the number of injuries related to impaired driving crashes or crashes where seatbelts were not worn resulting in enormous financial savings for the state, insurance companies and potential victims.

Problem Statement:

As the Governors Highway Safety Office works toward its goal of reducing injuries, fatalities and economic losses on Tennessee's roadways, a number of factors are important in bringing success to its various traffic safety programs. The most important factors in the success of the programs are the involvement of law enforcement agencies on the local level and their zeal in promoting the programs. In the past, the GHSO's Law Enforcement Liaison Officers (LEL's) have been the major point of contact between the GHSO and local law enforcement agencies. They have been able to pull together excellent support and have achieved fine results in the past, especially for the high visibility campaigns such as Click It or Ticket and Booze It & Lose It. Building on the success of the CIOT campaigns, the GHSO is anxious to increase support of and commitment to initiatives to address impaired driving. With strong local support, the Booze It & Lose It campaign as well as the Buckle Up In Your Truck and Over the Limit Under Arrest campaigns could achieve the same measure of success as the CIOT campaign. In their work with local agencies, the LEL's have seen that, if communities work together toward achieving a safety goal, greater progress can be made than if only one agency in the community is involved in the program. In order to strengthen state safety initiatives on the local level and to achieve community support for them, the Law Enforcement Liaison Officers in Tennessee have set up twenty-two Network organizations across the state. These Networks are made up of law enforcement officers from agencies in groups of adjacent counties who hold regular meetings to discuss safety initiatives in their areas.

These Networks have been established in the following manner:

1. West TN - 6 coordinators
2. Middle TN - 5 coordinators
3. Cumberland - 6 coordinators
4. East TN - 5 coordinators

These established networks must be strengthened and empowered to carry out established initiatives in order to reduce injuries, fatalities and economic losses on Tennessee's roadways.

Method of Evaluation:

Describe the outcome(s) you are measuring.

Network Coordinators will submit the following items to both the GHSO and the Regional LEL each month:

1. A copy of the Network Meeting Agenda
2. A list of those who attended and the agencies represented
3. Minutes of the meeting Network Coordinators
4. Submit quarterly reports to the GHSO following the end of each quarter.

Quarterly reports will indicate the names of the agencies participating in the Network Program. The reports indicate the safety initiatives the Network was involved in (both GHSO initiatives and local, if applicable), agencies involved, the dates of the initiative, the level of involvement (number of officers involved, time spent) and a description of the activities carried out. The success of the Network Programs and of the individual Local Area Network Coordinators will be measured by:

1. The number of agencies participating in monthly Network meetings;
2. The number of law enforcement agencies participating in planned enforcement initiatives;
3. The participation level of the agencies in the Network in national campaigns.
4. The number of law enforcement officers within the network receiving training.

The network coordinator will have access to the Tennessee Traffic Reporting System to determine which agencies are participating and which agencies are not.

Describe the method(s) you will be using for collecting data (e.g., self-report, observations, physical trace analysis, surveys, etc.)

Each agency that participates in a special, reporting mobilization is given or is already in possession of a mobilization reporting sheet. During that mobilization the agencies report multiple times to the network coordinator who in turns gathers all the data and stats and forwards them to the LEL. This is done via email, fax or departmental visit

For the next three, describe the type(s) of data you will be collecting:

- *Administrative data*

*Anytime a press conference or media event is held in the network area it will have been arranged through the office of the network coordinator or the LEL. Working together they will have the contact information and location and will be able to record such event. Any articles or news broadcasts will be captured.