

RESOLUTION NO. 13-497

A RESOLUTION AUTHORIZING THE TOWN OF MOUNT CARMEL TO PARTICIPATE IN & ACCEPT THE 2013-14 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:

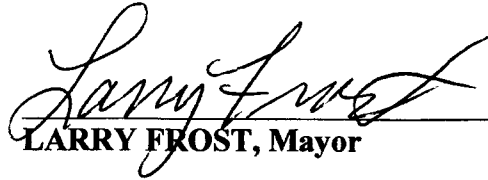
Section I. That the Town of Mount Carmel is hereby authorized to apply and accept a Governor's Highway Safety Office Law Enforcement Coordinators Grant for personnel services in the amount of Nine Thousand Nine Hundred Ninety Dollars (\$9,990.00); and for non-personnel in the amount of Two Thousand Dollars (\$2,000.00); and for Capital Purchases in the amount of Three Thousand Dollars (\$3,000.00) 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 28th day of May, 2013.


LARRY FROST, Mayor

ATTEST:


MARIAN SANDIDGE, City Recorder

APPROVED AS TO FORM:


C. CHRISTOPHER RAINES, JR., ATTORNEY



FIRST READING	AYES	NAYS	OTHER
Alderman Eugene Christian	✓		
Alderman Wanda Davidson	✓		
Alderman Leann DeBord	✓		
Alderman Frances Frost	✓		
Alderman Carl Wolfe	✓		
Vice-Mayor Paul Hale	✓		
Mayor Larry Frost	✓		
TOTALS	7	0	0

PASSED FIRST READING May 28, 2013

**Governors Highway Safety Office 2014
Contact and Project Information**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

Project Title: Network Coordinator Grant

Project Type: Police Traffic Services

Project Director: Mike Campbell

Title: Chief of Police

Phone: 4233577311

Fax:

Email: mcpd_campbell@yahoo.com

Financial Officer: Mike Campbell

Title: Chief of Police

Phone: 4233577311

Fax:

Email: mcpd_campbell@yahoo.com

Claim and Reporting Frequency: Monthly ☒ Quarterly

**Governors Highway Safety Office 2014
Problem Statement**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

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 roadways

**Governors Highway Safety Office 2014
Goals and Objectives**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

List the specific goals and objectives for the project.

To utilize traffic enforcement equipment to make traffic stops of offending motorists who are not abiding by our local and state traffic laws. To fine and or prosecute offending motorists of broken local and state traffic laws.

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.

**Governors Highway Safety Office 2014
Interventions**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

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 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.

**Governors Highway Safety Office 2014
Resources**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

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

Manpower requirements and how they 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)

Equipment requirements and how it will be utilized

Radar unit will be used for speed enforcement.

Training requirements

All officers will be trained in SFST and in the proper use of equipment purchased with grant money.

**Governors Highway Safety Office 2014
Schedule of Tasks**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

List performance schedule of tasks by quarters referring specifically to the tasks you provided in the Proposed Solution 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.

First Quarter (Oct., Nov., Dec.):

Tasks

1 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 GHSO2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network3. Each month, submit a list of area agencies contacted and results of those meetings4. 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 Crackdown5. Arrange for area media conferences through the GHSO when appropriate6. Keep record of all press events and newspaper articles7. Attend any scheduled briefings held in region 8. Submit quarterly activity report by January 15, 2014.

Second Quarter (Jan., Feb., Mar.):

Tasks

1 1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network3. Each month, submit a list of area agencies contacted and results of those meetings4. 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 Challenge5. Arrange for area media conferences through the GHSO when appropriate6. Keep record of all press events and newspaper articles7. Attend any scheduled briefings held in region8. Submit quarterly activity report by April 15, 2014

Third Quarter (Apr., May, Jun.):

Tasks

1 1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network3. Each month, submit a list of area agencies contacted and results of those meetings4. 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 Border5. Assist with the National Lifesavers Conference in Nashville6. Arrange for area media conferences through the GHSO when appropriate7. Keep record of all press events and newspaper articles8. Attend any scheduled briefings held in region9. Submit quarterly activity report by July 15, 2014.

Fourth Quarter (Jul., Aug., Sep.):

Tasks

1 1. Plan and conduct monthly network meetings. Submit agenda, sign-in sheet showing name and agency and minutes from each meeting to the GHSO2. Contact law enforcement agencies and officials, health officials and other safety advocates in the local area to enlist their participation in the network3. Each

**Governors Highway Safety Office 2014
Schedule of Tasks**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

month, submit a list of area agencies contacted and results of those meetings4. 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 Heat5. Arrange for area media conferences through the GHSO when appropriate6. Assist with the Tennessee Lifesavers Conference and the Law Enforcement Challenge7. Keep record of all press events and newspaper articles8. Attend any scheduled briefings held in region9. Submit quarterly activity report by October 15th, 2014. 10. Submit quarterly activity report by November 1st, 2014.

**Governors Highway Safety Office 2014
Method of Evaluation**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

What data will be collected (crash statistics, fatalities, case load, survey, etc.)?

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.

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.

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

**Governors Highway Safety Office 2014
Method of Evaluation**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

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.

How will the data be collected?

*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.

*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.

How often will data be collected and compared?

Quarterly

**Governors Highway Safety Office 2014
Self-Sufficiency Plan**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

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.

**Governors Highway Safety Office 2014
Personnel**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

Classification	Number	Title	Pay Rate	Period Type	Number of Pay Periods	Sub-Total	Benefits	Sub-Total	Total
Full-time	1	Network Coordinator / Patrol	\$18.50	Monthly	400.00	\$7,400.00	35.0000%	\$2,590. 00	\$9,990.00
								Total	\$9,990.00

**Governors Highway Safety Office 2014
Travel, Meetings & Conferences**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

Name	Classification	Cost	Quantity	Total
Travel	Other: Registration Fees	\$2,000.00	1	\$2,000.00
			Total	\$2,000.00

Comments

Grant money will be used to attend Lifesavers and LEL conferences.

**Governors Highway Safety Office 2014
Equipment**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

Name	Classification	Cost	Quantity	Total
Radar, In-Car Cameras, Mobile Lighting, etc.	Equipment	\$3,000.00	1	\$3,000.00
			Total	\$3,000.00

Governors Highway Safety Office 2014
Indirect Cost and Revenue Source

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

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: %

Certificate of Indirect Cost:
Revenue Sources

Federal:	100%
Local Government:	%
Other:	%
Total:	100%

**Governors Highway Safety Office 2014
Budget Summary**

Mount Carmel Police Department

GHSO-2014-MtCarmelPD-PT-00015

Expense Object Line-Item Category

Salaries and Benefits & Taxes		\$9,990.00
Professional Fee, Grant & Award		\$0
Non-Personnel		\$0
Travel, Conferences & Meetings		\$2,000.00
Other Non-Personnel		\$0
Insurance		\$0
Capital Purchase		\$3,000.00
Indirect Cost	0.00%	\$0
Grand Total		\$14,990.00