

Donation

Version 1.9 released on 8/3/21
Updated RFA for donations including travel donations (use employee reimbursement process for travel approvals)



| | | | |
|------------------------------------|------------------------------------|----------------------------------|---------------------------|
| CITY COUNCIL USE ONLY | | CITY CLERK USE ONLY | |
| Date Received: _____ | Tracking #: _____ | <input type="checkbox"/> Scanned | Date: <u>02.21.2024</u> |
| Committee Date: _____ | Committee: _____ | <input type="checkbox"/> Posted | Item #: <u>2402.00423</u> |
| 1 st Agenda Date: _____ | Hearing Date: _____ | | |
| | 2 nd Agenda Date: _____ | | |

All department items requiring Council approval must be submitted through the Mayor's Office.

Primary Details

| | | |
|---|-------------------------|---|
| Board Approval | Other Board Name | City Council Approval |
| _____ | _____ | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Department | Contact Name | Email |
| Fire | Masako Mercado | mmercado@cityoftulsa.org |
| Bid/Project Number | Project Title | Donator |
| _____ | _____ | National Fire Academy |
| Travel Event Title | Traveler's Name | Event Date |
| R0629 Youth Firesetting Prevention & Intervention | Kendall Taylor | <u>June 16-21, 2024</u> |
| | | <u>Emmitsburg, MD</u> |
| | | Phone |
| | | 918-596-1889 |
| | | Type of Donation |
| | | Travel |
| | | Donation Amount/Value |
| | | \$750.00 |
| | | <i>City Council requires a dollar value</i> |

Budget

Funding Source(s)

TOTAL:

Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstrTitle5413102.6001-4043122-541102-\$30,000.01)

Approvals

| | |
|----------------------------|---------------------------------|
| Department: <u></u> | Date: <u>2/14/24</u> |
| Legal: _____ | Date: _____ |
| Board: _____ | Date: <u>FEB 21 2024</u> |
| Mayor: <u></u> | Date: _____ |
| Other: _____ | Date: _____ |

Policy Statement

Background Information
Kendall Taylor will be attending National Fire Academy course and the flight cost will be fully reimbursed by NFA after completion.
Provide background information on the requested action.

Summation of the Requested Action
Requesting approval to accept donation
Summarize the pertinent details of the requested action

Other Pertinent Details
Provide any additional information that should be considered when considering approval of this contract document

Processing Information for City Clerk's Office

| | |
|---|--|
| Post Execution Processing | Additional Routing and Processing Details |
| <input type="checkbox"/> Mail vendor copy (add'l signature copies attached) | _____ |
| <input type="checkbox"/> Must be filed with other governmental entity | |
| <input type="checkbox"/> Add'l governmental entity approval(s) required | |

Tulsa Fire Department – Special Training/Travel Request

| | | | |
|--|---|---|------------|
| Section I: To be completed by applicant | Name | Kendall Taylor | |
| | Today's Date | 12/18/2023 | |
| | Rank | FDD1 | |
| | Assignment | E4A | |
| | Course Description | Youth Fire Setting Prevention and Intervention | |
| | Course Location | National Fire Academy, MD | |
| | Course Dates: | 6/16-21, 2024 | |
| Goals & Objectives to be achieved by attendance | To gain more knowledge and training in juvenile fire setting for community risk reduction | | |
| Estimated Course Cost: Including registration, airfare, hotel, per diem, and rentals | Airfare, hotel, per diem | | |
| Applicant's Signature | <i>Kendall Taylor</i> | | |
| Section II: To be completed by immediate supervisor | Course relation to applicant's current position | THIS COURSE WILL ENABLE KENDALL TO IDENTIFY AND NOTIFY HERCO OF POTENTIAL FIRE SETTING AND BURNING HAZARD EDUCATION WHILE SHE IS ON THE INVESTIGATOR LIST | |
| Section III: To be completed by Assistant Chief/Branch Chief | Measurable benefit to TFD | member can get an understanding of juvenile fire setting. | |
| | Staffing Level Impact | Minimal | |
| | Check development type | <input checked="" type="checkbox"/> Professional (Department Funded) <input type="checkbox"/> Personal Time Off <input type="checkbox"/> Funded Type or write Yes or No on the appropriate line. | |
| | Funding Source: Indicate which section or branch budget will be charged for this training | NEA FIRST CLASS COVERAGE NEEDS AN RFA FOR DONATION | |
| Grant Funded: Indicate which grant | | | |
| Section IV: Routing and approval process: | Signature | Approve | Date |
| | District Chief | <i>[Signature]</i> | ✓ 12-18-23 |
| | Assistant/Branch Chief | <i>Don Wilson</i> | X 12-18-23 |
| | Deputy Chief | <i>[Signature]</i> | ✓ 12-19-23 |
| | Finance Chief | <i>[Signature]</i> | ✓ 12/20/23 |
| | Fire Chief | <i>[Signature]</i> | ✓ 12/20/23 |
| TFD Finance for Request for Action and travel arrangements. | | | |
| Comments: | | | |

PLEASE NOTE: THIS FORM NEEDS TO BE COMPLETED AND RECEIVED BY THE TFD FINANCE OFFICE 30 DAYS PRIOR TO TRAVEL DATES. Revised 4-15-2010



U.S. Fire Administration
Working for a fire-safe America

Curriculum: Fire Prevention Management

Youth Firesetting Prevention and Intervention R0629

Training Specialist

**Michael
Weller**

301-447-1476

Delivery type

**6-day
on-campus**

Continuing
education units

4.7

ACE
recommendation

In the upper-division baccalaureate degree category, 3 semester hours in risk management.

This is a comprehensive 6-day course based on the requirements of National Fire Protection Association 1035, *Standard on Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist and Youth Firesetter Program Manager Professional Qualifications*.

This course focuses on how identification, intake, screening, disposition and follow-up are used to mitigate youth firesetting behavior. Course content includes understanding the motivations behind youth firesetting and how the impact of adverse childhood experiences and behavioral/mental health challenges can influence firesetting behaviors. Practical experience interviewing at-risk youth and developing case narrative is included.

Students evaluate the existing state of their youth firesetting program, develop a vision for moving forward, construct an action plan, and deliver a persuasive speech to decision-makers for advancing the program.

Students representing the fire service are encouraged to partner with other agencies for this training. Partners can include but are not limited to fire investigators, law

enforcement, mental health, social services, juvenile justice or other stakeholders who can assist in building and maintaining programs in their communities.

Pre-course materials and course syllabus

Precourse Assignment, Welcome Letter, Instructions to Download Student Manual:

https://apps.usfa.fema.gov/ax/pcm/pcm_r0629.pdf PDF
6.678KB

Course Syllabus:

https://apps.usfa.fema.gov/ax/syll/syllabus_r0629.pdf PDF
361KB

Selection criteria

Prerequisites

Upcoming offerings

| Dates | Availability | Location | Contact(s) | CCP |
|----------------------|---|----------------------|------------|-----|
| January 7 - 12, 2024 | Cancelled | Emmitsburg, Maryland | | |
| March 10 - 15, 2024 | Wait List Opportunity <input type="button" value="Apply"/> | Emmitsburg, Maryland | | |
| June 16 - 21, 2024 | Apply by 1/15 <input type="button" value="Apply"/> | Emmitsburg, Maryland | | |
| August 4 - 9, 2024 | Apply between 3/15/2024 - 4/15/2024 | Emmitsburg, Maryland | | |

Mercado, Masako

From: Kendall Taylor <kendalltaylor2023@gmail.com>
Sent: Tuesday, February 13, 2024 7:24 AM
To: Mercado, Masako
Subject: Fwd: NFA Course Acceptance: R0629
Attachments: ICPDDigitalWelcomeBox_2022.pdf

Kendall Taylor

Begin forwarded message:

From: netc-admissnotifications@fema.dhs.gov
Date: February 12, 2024 at 07:30:49 CST
To: Kendalltaylor2023@gmail.com
Subject: NFA Course Acceptance: R0629
Reply-To: netc-admissnotifications@fema.dhs.gov

DO NOT REPLY TO THIS EMAIL AS THIS ACCOUNT IS NOT MONITORED

Kendall Williams
11188 S. 282nd E. Ave
Coweta, OK 74429

Dear Student,

Congratulations on your acceptance into the National Fire Academy Course:

Youth Firesetting Prevention & Intervention
(R0629)

Course dates: June 16-21, 2024
Travel dates: June 15 and June 22

We're looking forward to training with you!

The NETC Welcome Package has been updated with many changes to procedures. Please be sure to read through this important information prior to traveling to campus.

[Getting to and from campus](#)

Free airport shuttle service to/from the National Emergency Training Center (NETC) is available from the airport(s) listed below. If you plan to use the bus transportation/shuttle from the airport to NETC and then back to the airport after class, please use the link (if link does not work, copy and paste into browser) below to reserve your shuttle seat. **You must reserve a seat at least 7 days before your course start date.**

Reserve your shuttle to the NETC Transportation Office with your arrival and departure flight information online at <https://training.fema.gov/netctransportationreservation/Default.aspx?ReservationId=328d48eb-8638-462e-9fae-2df1195afae1&Purpose=R0629>

Airport pickup times (all times Eastern)

Please arrive at the airport one hour before the times below.

- Baltimore/Washington International (BWI) pickup times: 07:00 PM (EST)
 - Pick up Location: Lower Level Door 16, outside of the curb.
- No pickups scheduled for Ronald Reagan National Airport (DCA)
 -

Campus departure times

Make your flight reservation for home at least four hours from the time(s) below. It will take two hours to get to the airport.

- Departing for Baltimore/Washington International (BWI): 08:00 AM (EST)
- No departures are scheduled for Ronald Reagan National Airport (DCA)

Lodging

A room is reserved for you from June 15-22. Check-in time is any time after 2 p.m. on your travel day. If you don't need lodging on the NETC campus, please email the Housing Office at fema-netc-housing@fema.dhs.gov immediately.

Meal tickets

Visit www.netcmealtickets.com to order your meal ticket no earlier than 14 days before the course start date. Base your selection on the length of the course, using the travel dates listed above.

Pre-course materials

Many classes offered by the National Fire Academy (NFA) include pre-course assignments that must be completed within our Learning Management System (LMS) before arriving to the in-person class. NFA training specialists monitor the LMS and can see if participants are completing the pre-course work. If you do not complete the pre-course work, you will not be allowed to participate in the class and will not be reimbursed for your travel. To download your pre-course materials from the NFA Website:

1. Visit: <https://apps.usfa.fema.gov/nfacourses/>
2. Enter your course code in the search box.
3. Select your course from the search results.
4. Select the link under the heading "Student pre-course materials and course syllabus" (if available).

If you can't attend this course

If you are unable to attend this course, please notify Cindy Wilhelm at cynthia.wilhelm@fema.dhs.gov or (301) 447-1290 in writing prior to the course start date.

Have a question?

Please check the Welcome Package first as most questions are answered there. If you have any questions or require additional information, please contact Cindy Wilhelm at cynthia.wilhelm@fema.dhs.gov or (301) 447-1290.

Sincerely,

Jo Ann Boyd
Supervisory Admissions Specialist
Management Operations and Support Services

CAUTION: This email originated from outside of the organization. Do not reply, forward, click links, or open attachments unless you recognize the sender and know the content is safe. Please report using the Phish Alert button in the Outlook Desktop Client if this message contains potentially unsafe content.

Read the Welcome Package Linked Below

https://www.usfa.fema.gov/downloads/pdf/NETC_Welcome_Package.pdf



ICPD serves as one of the premier emergency preparedness resources for individuals, families, and communities across the nation. Our division uses science-based research to inform educational products for all five of our preparedness programs. Individuals, families, and communities can trust they have the latest and most accurate information to be resilient against disasters.



Navigate through ICPD's latest preparedness programs now!



The Preparedness Actions program provides research and updates on guidance that helps the public better prepare for, protect against, respond to, and recover from emergencies.

Get started with these Preparedness Actions resources:

- Our [Guide for Alerts and Warnings](#) helps you and your family understand hazard alerts and the actions to take if you receive one in your area.
- Track the progress of personal disaster preparedness throughout the country using the [National Household Survey](#).
- Access the [Protective Actions Research](#) site to get science-backed information on the best ways to prepare for and survive disasters.



The Capacity Building program invests in resources and tools that increase the capacity of organizations and individuals to prepare for disasters.

Check out the Capacity Building program:

- [Are You Ready?](#) offers comprehensive information and recommendations on preparing for different types of disasters.
- Community-based organizations can take the [Organizations Preparing for Emergency Needs \(OPEN\)](#) training to learn 10 simple and effective actions that improve their overall readiness.



The Citizen Responder program helps individuals, communities, and organizations get ready for, respond to, and recover from disasters

Start making a difference in your community today:

- The [Community Emergency Response Team \(CERT\)](#) program teaches volunteers about disaster preparedness, hazards that may affect their communities, and basic disaster response skills.
- [You Are the Help Until Help Arrives](#) prepares you to act in emergency situations and provide lifesaving care before professional help arrives.



The Youth Preparedness program empowers young people to learn and practice emergency response skills and lead preparedness-building activities in their communities.

- Discover how youth are positively impacting preparedness in their communities through our [Youth Preparedness Council](#).

Try these fun activities with younger kids:

- The [Prepare with Pedro Activity Book](#) offers coloring pages, crosswords, and games that teach children and their families preparedness.
- [Ready 2 Help](#) is an interactive card game for kids ages 8–12 that explores five simple steps they can take to stay safe and make a difference until help arrives.

Get training curriculums for communities and students:

- The [Integrating the Needs of Children](#) workshop promotes community planning, coordination, and integration of children's needs during emergencies.
- [Student Tools for Emergency Planning \(STEP\)](#) is a curriculum for students in fourth grade and up that inspires them to prepare for disasters, emergencies, and hazards, both in and out of the classroom.



The Personal Resilience program increases the ability of individuals to overcome difficult challenges and emergencies through resources that build emotional, financial, physical, and social resilience.

Build your personal resilience with these tools:

- The [Emergency Financial First Aid Kit \(EFFAK\)](#) helps you organize important financial, medical, and household information.
- [Your Disaster Checklist](#) offers advice on gathering the financial information you will need after an emergency.



Stay updated on preparedness news by signing up for our [quarterly newsletter](#) and special news alerts!



Order free preparedness publications on our [Warehouse Order Platform](#)! You can order single copies or in bulk to share with a group. We ship all orders for free.