

Katy Autism Support

1622 Hannington Drive

Katy, Texas 77450

AGENDA ITEM 39 B

3/8/2011

Fort Bend County

309 S. 4th Street

Richmond, Texas 77469

Dear Judge Hebert,

Katy Autism Support has agreed to pay for the training cost including travel and lodging for the Project LifeSaver Grant for Fort Bend County to be operated out of the Fort Bend County Sheriff's Office.

Please bill Katy Autism Support directly for these expenses. If you have any questions or I can help in any way, please feel free to contact me.

Catherine Masha

Catherine Masha, President Katy Autism Support

catherineautism@sbcglobal.net

281-896-2230

3-23-11 copy received



Project Lifesaver® Active Membership

Operational Agreement and Standards

Project Lifesaver Standard: *The only reason an agency should join Project Lifesaver is to utilize this program to help your community, the people in that community, and others that have the tendency to wander. This program was created with two goals in mind - to streamline search and rescue procedures and to help save lives. This program will only succeed if the agency being trained accepts ownership in this program and encourages community participation, as well as works with their local media to actively promote the program to the public. Remember, you have to be hands on and know the program will not run itself once you have completed your training. You have to be dedicated to helping those in your community and want to be an active participant in this program*

1. Must be a recognized public safety organization, i.e.: police, sheriff, fire, search and rescue, VA Hospital, nursing home or assisted facility that is part of/sponsored by a public safety organization. Agency must appoint a "Program Administrator" to supervise the program.
2. Program must utilize title - Project Lifesaver, along with participating jurisdiction's program name.
3. Batteries, bands must be changed monthly by personnel certified as Project Lifesaver Electronic Search Specialists or volunteers trained and supervised by said Operators. Caregivers are not to be considered as volunteers or permitted to serve or change their loved ones batteries or band. Monthly service visits must be made at client's home, domicile, or previously agreed upon location.

4. All personnel participating in the program as a responder must successfully complete operator training and be certified as an Electronic Search Specialist by a Project Lifesaver Instructor. Re-certification must be accomplished once every two years.
5. Personnel not trained or certified as Project Lifesaver Electronic Search Specialists are not to be allowed to operate any equipment in an actual missing persons search.
6. All electronic equipment and program components must be purchased or obtained from Project Lifesaver or from a source approved by Project Lifesaver International. Items included, but not limited to:
 1. Transmitters
 2. Receivers
 3. A/C chargers
 4. D/C adaptors
 5. Transmitter testers
 6. Headsets
 7. Antennas -omni and yagi
 8. Receiver cases
 9. Transmitter batteries
 10. Wrist bands
 11. Transmitter Cases
 12. Project Lifesaver Media
 13. Battery testers
7. All Project Lifesaver insignia, patches, decals and other identification logos or insignia must be obtained from Project Lifesaver Headquarters.
8. The Project Lifesaver Logo is a registered trademark as is the Project Lifesaver name. Based on this agencies must submit a copy of brochures or printed matter containing these items to Project Lifesaver Headquarters for accuracy screening.
9. Personnel trained in Project Lifesaver techniques and protocols may not utilize such training knowledge to instruct anyone, unless certified as an instructor and as authorized by PLI Headquarters.
10. Instructors are only permitted to train personnel in their organization unless specifically designated as a "National Instructor" or "State Coordinator".

11. Agency Instructor certification is valid only for the Project Lifesaver Program and equipment and not for any other similar type of equipment or other business.
12. Information and after action reports should be forwarded immediately to Project Lifesaver International Headquarters.
13. Participating organizations agree to assist neighboring Project Lifesaver organizations upon request.
14. Project Lifesaver is copyrighted, thus participating organizations must display the Project Lifesaver Logo, as prescribed.
15. An Agency may have the right to drop from the program, end its own program and terminate this Active Membership Operation Agreement and Standards without cause by giving thirty (30) days prior written notice of intention to terminate pursuant to this provision, specifying the date of terminations. An agency that has dropped from the Project Lifesaver program cannot operate its' own independent Project Lifesaver type program unless agreed on by Project Lifesaver International.
16. All training and search procedures, materials, techniques, and certifications are copyrighted through Project Lifesaver International.
17. Agencies in violation of these operating procedures and guidelines are subject to decertification removal from the Project Lifesaver program.
18. New agency training is intended for joining member agency and personnel only. Any additional agency attending a training class must have submitted a separate letter of intent, a signed operational agreement and have obtained prior approval from Project Lifesaver International to attend said training. These additional agencies must have already paid the initial start-up costs.
19. An Agency starting Project Lifesaver under the Federal Grant 2009-SJ-BHX-K011 will be responsible for a \$450 administrative fee, as well as travel expenses for two instructors for the three day training covering lodging, meals, transportation, and misc. expenses ie. fuel, fares, and tolls etc. The agency will receive, in addition to items listed in sections 22 and 23, two wandering kits from the Alzheimer's Foundation of America, two emergency response packages. Each package consists of 1 receiver w/carrying case, 1 Yagi Antenna, 1 Omni Antenna, 1 AC charger, 1 DC charger, 1 transmitter, 12 batteries, 12 bands, and 1 battery tester.

20. An Agency starting Project Lifesaver not under the Federal Grant will be responsible for the initial start-up cost for a new agency in the amount of \$3399 as well as travel expenses for two instructors for the three day training covering lodging, meals, transportation, and misc. expenses ie. fuel, fares, and tolls etc. The agency will receive, in addition to items listed in sections 22 and 23, two emergency response packages. Each package consists of 1 receiver w/carrying case, 1 Yagi Antenna, 1 Omni Antenna, 1 AC charger, 1 DC charger, 1 transmitter, 6 batteries, 6 bands, and 1 battery tester.

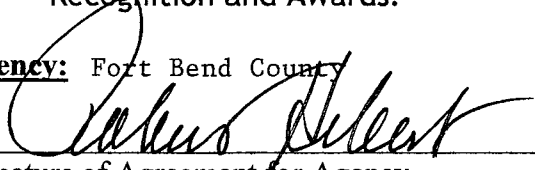
21. **Umbrella and associate members:**

Any agency wishing to form a group and act as the umbrella organization may do so under the following conditions;

- a) An agency may join as an associate member working underneath another agency that is joining as a full member. The agency must submit the required letter of intent, signed operational agreement and a payment of \$1,000 (associate member fee). If this associate member agency desires to upgrade to full member status, it must pay the remaining part of the membership model and training fees and execute new membership documents.
- b) An agency may only join under the associate member classification at the time the full member agency is joining Project Lifesaver and before the training is to take place. Associate member agencies must be located in the same jurisdiction of the full member agency only. Restrictions apply for Associate Members and prior approval from Project Lifesaver must be obtained.
- c) Associate members may not possess equipment but, may be certified to operate any equipment belonging to the full member agency. If at any time, the associate member agency comes into proprietary possession of equipment, for its own use, allowing the agency to function as a full member agency, it will then be considered a full member. If this occurs, an invoice will be generated for the balance of the full member membership costs.
- d) No one attending a training class that has not adhered to the above conditions nor has prior approval from Project Lifesaver International headquarters will receive certification.

22. Agency will receive a two day training course for up to 15 officers covering Alzheimer's, Autism, Down syndrome, and other related disorders. Also provided is orientation into understanding characteristics, wander behavior motivations, search techniques, complete background of the Project Lifesaver Program as well as extensive training utilizing the Lifesaver management System. Successful attendees will be certified as Electronic Search Specialists. Agency will also receive a one day Instructor Course for 6 of the 15 attendees that completed the Basic Operator Course. Instructors will be certified to teach within member organization to certify staff or re-certify existing staff.
23. Membership includes agency enrollment with the Alzheimer's Foundation of America, a complete Agency Paperwork Package, Instructor Package (includes sample SOP, templates of forms, and guides). Technical Assistance, Program Guidance Advice, up to date news on new items, Research and Development Benefits, Funding Assistance, Financial Incentives, Annual Conference Benefits, Grant Opportunities, Public Safety Equipment Discounts, Client Financial Services, Discounted Travel, Operator Certification and Re-certification and eligibility for National Recognition and Awards.

Agency: Fort Bend County


Signature of Agreement for Agency

3-22-2011
Date

Robert Hebert
Name Printed

Fort Bend County
Agency Name

301 Jackson Street, Suite 719
Agency Address

Richmond, Texas 77469
City, State, Zip

Project Lifesaver International:

Signature of Agreement for Project Lifesaver

Date

Name Printed

Title

Address

City, State, Zip