

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20041313

1. REQUESTED MOTION:

ACTION REQUESTED: Approve and sign agreement with Lutheran Services Florida, SW agreeing to Safe Place responsibilities.

WHY ACTION IS NECESSARY: A signed agreement is required by Lutheran Services Florida, SW before they will proceed with program training and providing Safe Place material to Lee County Transit

WHAT ACTION ACCOMPLISHES: Lee Tran buses and facilities will become designated "Safe Place".

2. DEPARTMENTAL CATEGORY:

06 Independent

COMMISSION DISTRICT # ALL

C6D

3. MEETING DATE:

10-26-2004

4. AGENDA:

CONSENT
 ADMINISTRATIVE
 APPEALS

PUBLIC
 WALK ON

TIME REQUIRED:

5. REQUIREMENT/PURPOSE:
(Specify)

STATUTE
 ORDINANCE
 ADMIN.
 CODE
 OTHER

6. REQUESTOR OF INFORMATION:

A. COMMISSIONER
B. DEPARTMENT Independent
C. DIVISION Transit

BY: Steven L. Myers

7. BACKGROUND:

Project Safe Place is an innovative program designed to assist youth and families in crisis situations. The program works by creating a network of "Safe Places": businesses and public locations that display the Safe Place logo on their premises. Any youth in trouble knows that he or she can enter a location bearing this sign and request help. Youths boarding a Lee Tran bus requesting help will get assistance provided by the Oasis Youth Shelter, run by Lutheran Services Florida, SW.

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

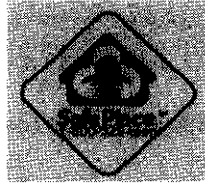
A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>Steven L. Myers</i> 10/28/04				<i>[Signature]</i>	OA <i>R.M.</i> 10/11/04	COM <i>[Signature]</i> 10/26/04	Risk <i>[Signature]</i> 10/11/04	GC <i>[Signature]</i> 10/11/04	HS 10/13/04

10. COMMISSION ACTION:

APPROVED
 DENIED
 DEFERRED
 OTHER

Rec. by CoAtty
Date: *10/28/04*
Time: *1:10*
Forwarded To:
Admin
10/27/04

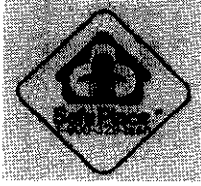
RECEIVED BY
COUNTY ADMIN:
10/28/04
[Signature]
COUNTY ADMIN
FORWARDED TO:
10/14/04
[Signature]



LEE TRAN Procedures when a youth boards a vehicle looking for a SAFE PLACE

- The Child boards bus.
- The Driver continues along route and contacts dispatch letting them know that there is a youth needing a Safe Place as well as the time he/she will reach their designated turn around point.
- The Dispatcher will contact LSF Oasis youth shelter at 239-278-1030 and inform the staff of the location and the time they need to pick up the youth. Safe Place staff will give name of person designated to pick up youth.
- **ALWAYS** check for ID once the staff member or LSF volunteer arrives to pick the youth up.
- If Shelter staff or LSF volunteer are unable to transport youth, a LEE TRAN road supervisor will be designated as the person to transport youth to the Oasis Youth Shelter at 3634 Central Avenue, Fort Myers.





Lutheran Services Florida, SW

Safe Place Agreement between:

Lutheran Services Florida, SW (LSF)
3634 Central Avenue
Fort Myers, FL 3901

and

Lee County, Florida
2115 Second Street
Fort Myers, FL 33901

Effective from: _____ **to:** _____

Responsibilities of Lutheran Services Florida to Safe Place Locations

1. To hold an orientation for employees at each location prior to it's opening as a Safe Place site.
2. To provide Safe Place Procedure Card(s) that are placed by designated phone(s) at the Safe Place site.
3. To dispatch Safe Place volunteers to assist youth at the request of the Safe Place location.
4. To make available a Safe Place sign and other materials.
5. To provide training to new staff at Safe Place site as requested by site manager.
6. To keep site(s) updated on any Safe Place program changes.

The Safe Place Program contact person for LSF is Shezell Putman, Outreach Associate, whose telephone number is (239) 278-1140 x122

Additional Responsibilities: _____

Responsibilities of Safe Place Locations

1. To designate responsibility for Safe Place program to a management level employee (must be at least 21 years old) per site.
2. To provide a safe environment (employee's lounge or a management office) where the youth in crisis can wait until a Safe Place volunteer can respond. And, to check on the youth as needed.
3. To be supportive of the youth. To relay information about him/her to Lutheran Services shelter staff and to keep such information confidential.
4. To display the Safe Place sign in a highly visible area on the outside of the building.
5. To display the Safe Place decal on the window close to the entrance of the buses and trolleys.
6. To keep Safe Place procedure cards where all employees can have easy access to them.
7. To transport the youth to one of the Lee Tran bus stops that are agreed upon by both the driver and Staff member on a case-by-case bases.
8. If Shelter staff or a LSF volunteer are unable to pick up youth, Lee Tran road supervisor will transport youth to the Oasis Youth Shelter at 3634 Central Avenue, Ft. Myers, FL 33901.
9. To participate in a minimum of two (2) fundraising events per year with LSF staff.
10. To inform all new employees about Project Safe Place procedures.
11. This agreement may be broken by either party at any time with a thirty (30) day notice and the return of all Safe Place material to LSF.

The Safe Place Program contact person for Lee County is Mike Horsting, Transit Planner, whose telephone number is (239) 277-5012 x2233

Additional Responsibilities:

This agreement will be executed on the day and year first above written.

LUTHERAN SERVICES FLORIDA, SW

BY: _____

Program Manager

ATTEST: CHARLIE GREEN
CLERK OF COURTS

**BOARD OF COUNTY COMMISSIONERS
OF LEE COUNTY, FLORIDA**

BY: _____

Deputy Clerk

BY: _____

Chairman

APPROVED AS TO FORM:

BY: _____

Office of the County Attorney