



# Staff Report

City Council

Item No. {{section.number}}.F

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**Meeting Date:** August 14, 2024

**From:** Michael Contreras, Fire Chief

**Title:** Acceptance of Office of Traffic Safety (OTS) Grant

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**RECOMMENDATION:**

To accept a grant from the Office of Traffic Safety (OTS) in the amount of \$45,650.00 to promote child car safety seat awareness and proper installation.

**BACKGROUND:**

In our continued effort to serve the citizens of Cathedral City and add value through the fire department's community risk reduction program, Cathedral Fire and EMS (CCFE) is working to reduce the number of injuries to children under the age of 8 sustained in motor vehicle crashes and to increase community child safety seat awareness. Oftentimes, first responders find children in improperly installed or inappropriately sized car seats at the scene of motor vehicle crashes.

The closest child car seat inspection station is in Indio, approximately 13 miles away, and about a 20-minute drive. The goal of this program is to reduce the number of child motor vehicle crash-related injuries and increase public car seat knowledge and awareness through public events and outreach. CCFE frequently receives calls for service to inspect and/or install child safety seats. Currently, these calls are deferred to a local service provider located 20 minutes away, available by appointment only. By making car seat safety more accessible to all residents of Cathedral City and surrounding communities, we will prioritize and improve car seat safety within the community.

**DISCUSSION:**

CCFE will roll out the Child Passenger Safety Program in three phases:

Phase 1 – Program Preparation (1st Quarter of Grant Year)

- Develop operational plans to implement “best practice” strategies.
  - Complete all necessary training to implement the program within the first quarter.
  - Make all grant-related purchases required to implement the program in the first quarter.
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Phase 2 – Program Operations (Throughout Grant Year)

- CCFE will provide educational materials, attend community events, and offer car seat installation services at all Cathedral City fire department locations throughout the year.

Phase 3 – Data Collection & Reporting (Throughout Grant Year)

- Prepare and submit grant claim invoices (due January 30, April 30, July 30, and October 30).
- Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30).
- Collect and report quarterly data that supports the progress of goals and objectives. Collect, analyze, and report statistical data relating to the grant goals and objectives.

**FISCAL IMPACT:**

Acceptance of the grant will require both an expenditure and revenue budget adjustment of \$45,650 to the Fire Department Special Revenue Grant Fund (259) in the FY 2024/2025 budget. There is no impact on the General Fund.

**FIVE-YEAR STRATEGIC PLAN:**

Goal D – INNOVATION

Objective: Cathedral City continually focusses on improving service delivery and customer experiences by successfully leveraging technology and creative initiatives to improve public services, public safety, and stimulate economic growth.

D-7 Implement innovative community-based Fire Prevention programs regarding Drowning, Smoke Alarm Installation, Paramedic Services, Fall Prevention, and CPR.

Goal E - SAFETY

Objective: Cathedral City is safe for all who live, work, visit, and play in our community.

E-4 Strengthen the City's ability to prepare for, respond to, and recover from disasters by reviewing and updating the City's Emergency Operations Plans through annual training sessions and tabletop exercises

**ATTACHMENTS:**

1. State of California - Office of Traffic Safety Grant Award