

APPROVED
JAN 17 2007

REPORT OF GENERAL MANAGER

NO. 07-19

DATE January 17, 2007

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LETTER OF AGREEMENT WITH THE DEPARTMENT OF WATER AND POWER REGARDING AUTOMATIC EXTERNAL DEFIBRILLATOR TRAINING

J. Combs _____
*H. Fujita _____
S. Huntley _____
B. Jensen _____

J. Kolb _____
F. Mok _____
K. Regan _____
M. Shull _____

Robert H. Jensen (fa)

General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a proposed Letter of Agreement, on file in the Board Office and subject to approval of the City Attorney as to form, between the Department of Water and Power and the Department of Recreation and Parks regarding the delivery of training in the use of an Automatic External Defibrillator;
2. Direct its Commission Executive Assistant to transmit the proposed Letter of Agreement to the City Attorney for review and approval as to form; and
3. Authorize the General Manager to execute the proposed Letter of Agreement subsequent to the necessary approvals.

SUMMARY:

An Automatic External Defibrillator (AED) is a compact unit that can provide sufficient electronic stimulation to shock a heart that has stopped, or is beating abnormally, back into a normal rhythm. The Department of Recreation and Parks (RAP) has placed AEDs at some of its facilities (such as golf courses and senior centers), provided training to staff in AED usage, and is currently exploring the placement of additional AEDs at other recreation centers.

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The Department of Water and Power (DWP) has found that RAP provides a qualitatively superior AED training program and would like to engage RAP to deliver this training to DWP employees. In exchange for the limited delivery of this training by RAP staff, DWP will provide the equipment, material, and supplies necessary for the AED training, and will cover the salary cost of those RAP staff who deliver the AED training.

FISCAL IMPACT STATEMENT:

Salary reimbursements received from DWP to cover the salary cost of those RAP staff who deliver the AED training will be credited to Fund 302, Department 88, as revenue from other funds.

Prepared by Cheryl Torres, Senior Personnel Analyst I, Human Resources Division.