



**MEMORANDUM**

TO: Linda Gorton, Mayor  
Urban County Council

FROM: Robert Allen  
Robert Allen, Director  
Division of Streets & Roads

DATE: January 6, 2021

SUBJECT: Red Cross - First Aid Training

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**Request:** The purpose of this memorandum is to request to provide First Aid Training from the Red Cross for 3 Streets & Roads employees who will in return be certified trainers. These fees for the FY 2021 should not exceed the sum of \$990.00

**Authorization to:** Approve service from Red Cross

**Purpose of Request**

The requested approval will allow 3 Streets & Roads employees to help better serve as First Responders in the event of a crisis. They will also be able to train other employees within LFUCG.

**Projected Cost in FY21**

The projected cost in FY 2021 is \$ 990.00 and is fully budgeted out of the following funds:

|      |        |      |       |           |
|------|--------|------|-------|-----------|
| 1101 | 303301 | 0001 | 74101 | \$ 330.00 |
| 1115 | 303303 | 0001 | 74101 | \$ 330.00 |
| 4051 | 303302 | 0001 | 74101 | \$ 330.00 |

File Number: 0046-21

Director/Commissioner: Allen/Albright

