



Lexington-Fayette Urban County Government
DEPARTMENT OF CHIEF ADMINISTRATIVE OFFICER

Jim Gray
Mayor

Richard Moloney
Chief Administrative Officer

MEMORANDUM

TO: Jim Gray, Mayor
LFUCG Councilmembers
Richard Moloney, CAO

FROM: _____
Patrick R. Johnston, Director
Division of Risk Management

DATE: November 8, 2011

RE: National Safety Council DDC Private Sub-Agency Training Agreement
LFUCG Division of Risk Management & Tennessee Regional Safety Council, Inc.

Attached are an Administrative Review Form, the National Safety Council Defensive Driving Course (DDC) Private Sub-Agency Training Agreement between the Division of Risk Management, Manager Safety & Loss Control and the Tennessee Regional Safety Council, Inc. and an invoice in the amount of \$55.00.

The purpose of this agreement is to appoint Mike Skidmore, Manager Safety & Loss Control as one of the authorized National Safety Council DDC Trainers for the LFUCG employees. The appointment is for two years from the date the NSC approves this agreement.

Annual cost for certification is \$55.00. The cost is fully budgeted under Budget Detail 1101-160901-0001-74101.

Council approval is requested.

Attachments - 3

Cc: Mike Skidmore, Manager Safety & Loss Control