



# TOWN OF LAUDERDALE-BY-THE-SEA

## AGENDA ITEM REQUEST FORM

L.B.T.S. UFD

Department Submitting Request

[Signature]  
Dept Head's Signature

Commission Meeting Dates	Last date to turn in to Town Clerk's Office	Commission Meeting Dates	Last date to turn in to Town Clerk's Office	Commission Meeting Dates	Last date to turn in to Town Clerk's Office
<input type="checkbox"/> Nov 10, 2009	Oct 30 (5:00 p.m.)	<input type="checkbox"/> Jan 26, 2010	Jan 15 (5:00 p.m.)	<input type="checkbox"/> March 23, 2010	Mar 12 (5:00 p.m.)
<input type="checkbox"/> Dec 1, 2009	Nov 20 (5:00 p.m.)	<input checked="" type="checkbox"/> Feb 9, 2010	Jan 29 (5:00 p.m.)	<input type="checkbox"/> April 13, 2010	April 2 (5:00p.m.)
<input type="checkbox"/> Dec 8, 2009	Nov 25 (5:00 p.m.)	<input type="checkbox"/> Feb 23, 2010	Feb 12 (5:00 p.m.)	<input type="checkbox"/> April 27, 2010	April 16 (5:00p.m.)
<input type="checkbox"/> Jan 12, 2010	Dec 31 (5:00 p.m.)	<input type="checkbox"/> Mar 9, 2010	Feb 26 (5:00p.m.)	<input type="checkbox"/> May 11, 2010	April 30 (5:00p.m.)

**NATURE OF AGENDA ITEM**

- Presentation
- Report
- Consent Agenda
- Bids
- Resolution
- Ordinance
- Public Hearing
- Old Business
- New Business
- Manager's Report
- Attorney's Report
- Other

**EXPLANATION:**

**STAFF RECOMMENDATION:** N/A

**BOARD/COMMITTEE RECOMMENDATION:** N/A

**FISCAL IMPACT AND APPROPRIATION OF FUNDS:** N/A

- Amount \$ \_\_\_\_\_
- Transfer of funds required
- Bid
- Acct # \_\_\_\_\_
- From Acct # \_\_\_\_\_
- Grant
- Amount represents matching funds

\* safe place for youth and safe place for  
new boys S.O.P.S.

Town Attorney review required  
 Yes  No

Town Manager's Initials: [Signature]



# Lauderdale-By-The-Sea Fire Department

S.O.P Number: 1900.01	Effective Date: March 1, 2010
Section: 1900: Community Outreach Programs	
Subject: Safe Place for youth	
By Order of the Fire Chief: Robert Perkins 	

## Safe Place Procedures

**Purpose:** To provide a Safe Place for any youth in crisis or at risk. This community collaboration program, operated by youth shelters or youth serving agencies make it possible for any youth to access help at locations including fire stations which display the Safe Place sign. Youth can easily find help at Safe Place sites in their own neighborhood whenever they need it. Safe Place connects youth to immediate help and safety and offers supportive services to both youth and their families.

**Scope:** The scope of this policy pertains to all Chiefs, Officers, and firefighters who respond to emergency calls and station watch duty.

### Policy:

It is the duty of all line officers to ensure that these guidelines are strictly adhered and enforced by all Lauderdale-By-The-Sea Fire Department members.

The following steps are to be followed in the event of a Safe Place Instance

Any youth asking the following questions may be looking for help:

- “ Is this a safe place”
- “Can you help me?”
- “What Does that sign mean”

A youth may not ask for help immediately, but instead may stand around and wait for you to speak first.

1. **Get a general idea of what is wrong.** Ask if the youth came into the fire station because it is a “Safe Place”
2. **Do not try to go into detail about the problem.** Be supportive and tell the youth that you are going to call the safe place agency. Show the youth where to sit and wait until a Safe Place volunteer arrives.



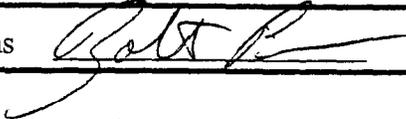
## Lauderdale-By-The-Sea Fire Department

---

3. **Fire Administrator and Chief On duty must be notified immediately.** Fire administrator, Fire Chief or Deputy Chief will contact Lutheran Services Florida at (954) 568-2801. Caller must tell the person answering the phone you are calling from a "Safe Place Site". Caller must identify him or herself and the location of the site, giving the address and phone number. Give the youths' name (if you have it) and physical description. The safe place agency staff will call you back and tell you the name and identification number of the volunteer or staff member who will come to meet the youth. Fire administrator, Fire Chief or Deputy Chief have the authority to request law enforcement support if needed.
4. **Chief On-duty must notify dispatch via land line or radio that Station 12 has a "Safe place" instance and must obtain a call number.** Call number is required for reporting and documentation purposes.
5. **Tell the youth that someone will be there shortly.** Remind the youth to wait in the area that you have suggested and offer something to eat or drink, if possible.
6. **Check on the youth** every few minutes and show support without getting into the specifics of the situation.
7. **Make sure that the youth waits inside the building in the designated area that was set up during the initial site orientation (such as an employee break area, office, etc)** The youth should not be in the way of normal activities, but at the same time should be in an area where you can easily monitor the situation.
8. **When the Safe Place volunteer/Staff arrives, Ask to see Safe Place Identification and verify the information given over the phone.** This ID will confirm that the individual is the person that the agency indicated. If there is any discrepancy or question, call the Safe Place Agency back. Do not allow the youth to meet or go with anyone who has not been Authorized and verified.
9. **After the Safe Place volunteer/staff has escorted the youth from the "Safe Place" Site,** you should record the volunteer's name, your name, the date and the time of the incident.



# Lauderdale-By-The-Sea Fire Department

<b>S.O.P Number:</b> 1900.01	<b>Effective Date:</b> March 1, 2010
<b>Section:</b> 1900: Community Outreach Programs	
<b>Subject:</b> Safe Place for Newborns	
<b>By Order of the Fire Chief:</b> Robert Perkins 	

## Safe Place for Newborns Procedures

**Purpose:** To eliminate infant abandonment in Florida thru education, prevention and community involvement and to assist pregnant girls/women to realize a productive future. The Florida Safe Haven Law was enacted in 2000 in response to an increasing number of newborn infants left to die in dumpsters, garbage cans, ditches, along lakes, canals and other hazardous Places; desperate young mothers who in great fear and mental distress have too often chosen the frantic path of abandoning their newborns only to face charges in the legal system.

The Safe Haven Law is a safety net for both the mother and the newborn infant. It allows mothers, fathers or whoever is in possession of an unharmed newborn, approximately seven days old or less, to leave them at Safe Havens: any hospital, fire rescue stations and emergency medical service stations working to receive these babies coupled with the identity protection of the parent, make this law an effective tool in preventing unnecessary deaths of newborn citizens of the state of Florida.

**Scope:** The scope of this policy pertains to all Chiefs, Officers, and firefighters who respond to emergency calls and station watch duty.

**Policy:** It is the duty of all line officers to ensure that these guidelines are strictly adhered and enforced by all Lauderdale-By-The-Sea Fire Department members.

The following steps are to be followed in the event of a Safe Place for newborns Instance

1. Firefighter(s) on site will receive the child from the mother or father without asking any questions.
2. Firefighter(s) on site will notify the Fire Chief, chief on-duty or Fire Administrator immediately. Fire Chief, Deputy Chief, Battalion chief, chief on duty or Fire Administrator will contact Dispatch (Firecom) and report the safe place for newborn instance, a call number must be requested and medical units and law enforcement must be dispatched to fire station.



## Lauderdale-By-The-Sea Fire Department

---

3. If the baby is left at a fire rescue or Emergency Medical Service station they will give the baby emergency medical services to the extent of their knowledge and then transport the baby to the closest hospital with law enforcement escort.
4. The hospital will take care of any emergency medical services the baby may require.
5. The hospital will contact on a rotating basis, a licensed child-placing agency from a list produced by the Florida Adoption Information Center
6. After the child has been transported to the hospital, transporting crew and the Chief on Duty must produce a detailed report of the incident; which should include transporting crew name and ID, Law enforcement name and ID, and fire department members name and ID. Report must be submitted to the administration offices at the end of shift.