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Proposal for Emergency Preparedness Training

Description: By request of the Assistant Superintendent of Business Services for Gilroy Unified School District (GUSD), Ms. Cheryl Galloway, Emergency Preparedness Consultant, is pleased to submit this proposal to the District for training new staff by phone, virtual conferences, and in person on any of the following topics:

Comprehensive School Safety Plan (CSSP)

- Board library binders and site CSSP procedures and protocols
- Annual revision of board library binders and site CSSP
- School Site Council presentation and sign off requirements
- GFD and GPD sign off requirements
- Board packet for approval no later than March 1
- The Quick Six

GUSD Emergency Operations Center (EOC)

- Location, supplies, procedures, protocol
- Tabletop Exercises
- Run Hide Defend Training
- Great Shake Earthquake Drill
- Staffing and training of all position (Finance, Logistics, Ops, Planning)
- Bleed Kits
- Annual Safety Credits
- Current event training and updates – safety planning and adaptation
- Air Quality Control update
- Collaboration with PIO
- PGE Planned Power Shut Off

Agency Rep City of Gilroy EOC

- Agency Rep Role
- Role in Red Cross Quarterly Shelter Meetings
- Introductions to City Department Heads (Police, Fire, Parks and Rec, Public Works, etc.)

Safety Committee Meetings (3 per year)

- Committee Members
- Purpose and process

STOPit App/DTAT/AED's

Train on app, reports, and responsibility
District Threat Assessment Team (DTAT)
AED site layout, procedures, training, and maintenance program

MOU's and Invoices:

Annual SRO MOU
Suncats MOU with GHS
SV Symphony MOU with ASMS
Joint Use MOU with City of Gilroy
City of Gilroy Pool Use Invoice
GPS Utilities Invoice
City of Gilroy Cesar Chavez Invoice
Requirements for Cesar Chavez Joint Use Agreement with City of Gilroy and GPS
City of Gilroy and GHS Use Invoice

Management Retreats:

Important Dates Sheet
Mandatory Drill Schedules

Fees: The proposed fee for providing the services indicated above is \$100 per hour, with a not to exceed of \$15,000. Supplemental services, if requested, may result in proposed additional fee determined by specific scope and time required to complete.

Please note: Billing includes all reimbursables and related costs associated with District requirements (i.e., insurance, finger printing, tb test etc.) for completing the work.

This proposal is submitted this day, January 7, 2020 and is considered valid for forty-five (45) days from this date.