

Improving the Efficiency of Fire Services in Seven Southwestern Cuyahoga County  
Communities

A Joint Project of Area Majors and Baldwin-Wallace College

Community Relations Team Meeting

July 21, 2006

Attending Meeting: Benard Benedict, Powell W. Caesar, III, Joe Campagna, Paul J. Duchoslav, Sean Gilmore, Kim Lammers, Nancy Lesic, Ken Patton, Patricia A. Pell, and Mark Ramach.

Introduction: An introduction was given by Patricia Pell who was voluntarily chairing the team meeting. The team gave introductions. Kim Lammers discussed Letters of Commitment and a Drug-Free Statement that all members were asked to sign.

Slide 1

Slide 2

Patricia gave an overview of what the regionalization is about and what the Community Relations Team will be responsible for.

The unfinished web-site of the project was discussed and displayed by Chief Benedict and a list of contact was passed around.

- Suggested that all the participating cities have an overview of the project on their web-sites with a link to our web-site.
- Same with the chambers of commerce for every city.
- Create a Q&A section for the web-site

What are some lines of communication that we can address?

- Mayors and their annual address
- Create a speakers bureau- create a presentation
  - Speakers can go to civic groups, schools, chamber of commerce meetings
- Need to find ways of contacting people without computers; example- seniors
- Have articles pertaining to the project in the cities' newsletters
- All information must be consistent and one key speaker must be selected
  - Generally Eric Fingerhut and Martin Zanotti will be the spokespersons until later decided otherwise.

Are all communities represented in this team?

- Find ways to touch each community
- All city councils will be given quarterly updates
- Possible have a student intern to keep each community updated
  - Best to contact mayor's secretaries, city's chamber of commerce, senior centers, libraries, etc.

- Hand-outs or general fliers distributed throughout community
  - Nancy will develop a community contact template for students
- Note: may someday want to change the names on the equipment to Regional Fire or some other name

What ways can the average citizen contact the project to ask questions?

- We can create a voicemail (perhaps through BWC) that members of the community can call, which we will have students operate but not answer questions
- Create an e-mail address just for the project to field questions
  - Suggested that a system be set up so that people can e-mail members of the committee, but without being able to know their e-mail address

What are our tasks going to be for the next meeting? Are we going to get something going?

- Nancy will create a template for students on information gathering for community contact points
- Create an information distribution priority plan- what organizations do we target first
- Sean will hire students to work for the project and develop frequently asked questions
- For the next meeting develop a time line and Phase I of a Community Relations Plan
- Team members should visit web-site and make recommendations for additions/changes: [www.bw.edu/~klammers/index.html](http://www.bw.edu/~klammers/index.html)
  - This address will be modified later and the team will be updated on it by Kim Lammers
  - Note: the address has already been modified since the meeting

The next meeting will be August 18, 2006, at 7:30am, in the Student Union in the Colony Room.

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