

## REPORT TO THE BOARD OF MAYOR & ALDERMEN

**DATE:** September 8, 2025

**FROM:** Bill Burke, Human Resources Director

**SUBJECT:** Acceptance of Judy Housley Safety Partners Grant

### **INTRODUCTION:**

The purpose of this agenda item is to request the Board of Mayor and Aldermen consider accepting the Judy Housley Safety Partners Grant from Public Entity Partners for the purchase of safety items and training aimed at reducing work related injuries and accidents.

### **BACKGROUND:**

Public Entity Partners offers the “Safety Partners” Matching Grant to all its members who have workers’ compensation coverage. The purpose of the “Safety Partners” Grant is to provide funding for Public Entity Partners members to purchase safety and loss prevention items or training aimed at reducing work related injuries and accidents. The application window for the grant was July 1, 2025, through August 15, 2025. The items submitted for the grant were twelve (12) chainsaw personal protective equipment kits, sixty-seven (67) traffic cones, instructor led training from Pearson Safety Solutions addressing the training needs for Confined Space, Excavation and Trench, Chainsaw, and Aerial-Scissor Lift. The selected items met the grant criteria, and the application was submitted on July 1, 2025. On August 19, 2025, the Risk Management Division received notification of the award. (Attachment A) Public Entity Partners will reimburse up to 50% of the cost of the safety-related approved items with a maximum reimbursement of \$4,000.00.

### **DISCUSSION:**

Funds from the “Safety Partners” Matching Grant will be used to enhance employee safety across multiple divisions. Purchases include chainsaw protective equipment kits for Streets and Grounds and Parks employees, and traffic cones to expand Public Utilities’ work zone capacity. Training will also be provided: Aerial and Scissor Lift (Facilities, Grounds and Parks, Streets), Confined Space (Streets, Public Utilities), Excavation and Trench (Public Utilities), and Chainsaw safety (Grounds and Parks, Streets). The total quoted cost for these items and training is \$7,984.48. (Attachment B)

Public Entity Partners will reimburse the Town up to \$4,000.00 toward the cost of these items. The deadline to submit two proofs of payment for the purchase is April 1, 2026. Risk Management did inquire from all vendors whether there would be any difficulties in complying with the deadline for delivery of services. All vendors were confident that there would not be an issue with delivery or invoicing by the April 1, 2026, deadline. To accept the “Safety Partners” Matching Grant, a signed motion or resolution must be passed by the Town of Collierville Board of Mayor and Alderman. The deadline to submit the signed motion or resolution is November 7, 2025.

### **BUDGET IMPACT:**

Funds in the amount of \$8,000.00 for this program were previously requested and approved in the FY26 Budget. This grant would reimburse the town for expenses, resulting in a savings to the Town of Collierville.

**ATTACHMENTS:**

[PEP Grant Notification Letter.pdf](#)

[Safety Items and Training Quotes.pdf](#)

**PROPOSED MOTION:**

To accept the “Partners Safety” grant from Public Entity Partners in the amount of \$4,000.00.

**Board Action:** Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						