



# County of Armstrong

## Department of Public Safety

Randall J. Brozenick, Director

Courthouse Administration Building  
450 Market Street, Kittanning, PA 16201  
724.548.3431 Phone | 724.548.3326 Fax  
email: [ema@co.armstrong.pa.us](mailto:ema@co.armstrong.pa.us)

TO: Municipal Officials

December 21, 2009

SUBJECT: Municipality Volunteer Request

The Department of Public Safety is currently in the process of building a list of volunteers who would be interested in assisting the county should an emergency situation arise that would need volunteers. These volunteers should be people who aren't already otherwise committed (i.e., EMS personnel, fire department personnel and police department personnel).

These people will also have the ability to say no to a request if they cannot attend due to an illness, work obligations, weather hazards that prohibit them from attending, etc. Please distribute this information to people within your municipality and contact me via e-mail ([rjwaugaman@co.armstrong.pa.us](mailto:rjwaugaman@co.armstrong.pa.us)) or work telephone (724-548-3368) with interested people's name, address, municipality, phone number(s), e-mail address (if available) and emergency contact information.

Currently we are seeking volunteers who would be interested in the following:

The Department of Health is conducting a state-wide FREE public H1N1 vaccine clinic for Cambria, Armstrong and Indiana Counties. This clinic will be for all people, not just those in the high-risk category. The vaccine clinic will be Friday, Jan. 8th, 2010 and Saturday, Jan. 9th, 2010. Both days will be from 8am-4pm. The vaccine clinic location will be in Indiana, PA at IUP's Zink hall in both gyms.

We are looking for medical and non-medical volunteers. The break down looks as of:

- 12 people to help direct traffic
- 6-7 people to direct line flow
- 4-5 clerical
- 6 registration
- 4-5 overall helpers
- 6 clergy
- Rns and LPNS to give the vaccine



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Medical and Non-Medical volunteers will need to be at Zink Hall at 7am both days for a vaccine clinic briefing and will need to stay a little after 4pm to go over any problems or concerns for the next day.

If you would like to request somewhere to be, good. If you are willing to help out anywhere, great! I will need to know the day(s) you are able to volunteer, medical or non-medical and if you request a certain area.

The Department of Public Safety will take care of notifying the general public of this vaccine clinic. We are only looking for volunteers from your municipalities at this time.

Thank you,

A handwritten signature in cursive script that reads "Rebecca J. Waugaman".

Rebecca J. "Becky" Waugaman  
Emergency Preparedness Coordinator  
Department of Public Safety  
724-548-3368 (voice)  
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