DAILY REPORT
COASTAL FIRE PREVENTION TEAM
BONNEAU, SC
January 21, 2005

Team Leader: Calvin Bailey, SCFC, Walterboro
Public Information Officer: Mickey Walley, SCFC, Chester
Team Members: Walt Woodrum, SCFC, Orangeburg
              Tonee Davis, USFS, Wambaw RD
              Frances Melfi, SCFC, Charleston
              Gray Vallentine, SCFC, Moncks Corner
Resource Person: William Johnson, SCFC, Moncks Corner

January 21 Activities

• held team meeting to review team purpose, objectives, key messages, and to do list
• printed letters (to School Principals) on Team Letterhead for materials for school distribution
• printed letters (to Parents) on Team Letterhead for materials for school distribution
• called 3 printers for bids on printing 2200 letters to parents
• sent letters for parents to printer
• sorted and compiled electronic records for team closeout
• delivered PSA’s to Radio Stations
• sent synopsis for LOTE workshop to US Fish and Wildlife Newsletter
• wrote press release for team closeout
• sent press release to USFS for approval
• met with Jim Polk at Berkeley Herald to finalize plans for ad in bulk mailer
• prepared for display and distribution of material at Lebanon Fire Department BBQ 1-22-05
• disseminated prevention team daily reports to interested parties
• entered daily reports on www.firepreventionteams.us website