**National Public Safety Telecommunicators Week**

**Meal Email Template**

First Time Request:

Dear (AGENCY NAME YOU ARE WRITING TO REQUEST MEAL FROM),

National Public Safety Telecommunicators Week is April 14 - 20, 2024. Our hardworking Public Safety Telecommunicators (911 dispatchers) serve as a vital link between our community and fire, medical, and law enforcement agencies.

We've enjoyed growth and prosperity over the past year. Staffing levels continue to improve, and positive things are happening for our agency.

My dream is that everyone would learn the incredible impact our Public Safety Telecommunicators continue to make in our community. There is a long road until Telecommunicators are recognized as unseen heroes globally.

Locally however, you can make your voice heard by helping to create a fun and exciting week for our staff. Once a year we can dedicate some time and resources to flood our dispatch center with treats and attention to remind them how valuable they are to public safety.

If you want to be involved and have a specific idea, that’s great, shoot me an email and we’ll schedule it. If you want to be involved but aren’t sure how … we have some ideas for you.

I hope to hear back from you soon. Thank you and have a great week!

(YOUR EMAIL SIGNATURE)

Ongoing Request:

Dear (AGENCY NAME YOU ARE WRITING TO REQUEST MEAL FROM),

**SAVE THE DATE: April 14 - 20, 2024**

Thank you for your past participation in helping us arrange a week where our staff at (PSAP/ECC NAME) doesn’t have to pack their lunch and they are free to feel the special treatment that each of you has showered them with, in past years.

We’ve come to depend on you, and hope that you know you can depend on our keeping all field responders and our community safe. Public Safety Telecommunicators are annually celebrated the second week in April. Our staff are those who’ve chosen to serve the public by dedicating themselves to excellent service for the (PSAP/ECC NAME).

Known as; Dispatchers, 911 Dispatchers, Emergency Communications Officers, & Public Safety telecommunicators, they are often the unsung heroes in public safety and deserve to be recognized during this special week. You may have read that 911 personnel have yet to be formally recognized as “first responders” at the national level but we know and value their contribution.

From your past support, we know that you agree, and hope that you’ll be able to participate in NPSTW this year. It’s a great way to show them that they are truly an important part of the First Responder community.

Once a year we dedicate some time and resources to flood our dispatch center with treats and attention to remind them how valuable they are to the Public Safety sector. I know it’s early, but it’s never too early to plan. To read about how other agencies have celebrated in the past, you can check out the website for NPSTW here: https://www.npstw.org/about-npstw/

***There will be (NUMBER OF MEAL SLOTS) meal slots, so there are lots of opportunities.*** It’s such a big undertaking, and I am hoping to count on your help.

It’s my goal this year to make sure all shifts are given the same red-carpet treatment they deserve. One of the management members here will help with logistics if you or your group are unable to do deliveries.

If you want to be involved in a different way, that’s great, shoot us an email and we will schedule it.

I hope to hear back from you soon. Thank you and have a great week!

(YOUR EMAIL SIGNATURE)