**Planning Committee**

Committee Members:

Chair-Greg Stava

Roger Nusbaum

Tim McFarlan

Vic Hencken

Scott Stratmann

**Recommended Process/Strategy Determination**

1. **Establish Mission Statement/Strategy**
2. **Establish Vision Statement**
3. **Delineate organizational needs by category** (committee formation)
4. **Establish priorities** (immediate, intermediate and long term)
5. **Identify approaches**
6. **Determine implementation/milestone/target completion timelines** (project management)
7. **Methodology of monitoring/adaption as necessary**

**WFPA Mission Statement:** *To provide the best volunteer fire protection and emergency medical services possible to the communities that support us (or Walker, Greater Walker, Walker, Big Bug and Potato Patch…).* Is there a social/community aspect we want to incorporate?

**Alternates?**

**Vision Statement:**

**Objectives:**

1. **Maintain WFPA ISO rating of 8b or higher to sustain the financial viability and desirability of homeownership in our community.**
2. **Provide leadership and continuity at the Board and Fire Chief levels representing the best interest of WFPA members, fire fighters and the community we serve.**
3. **Make the best possible use of limited community resources to optimize the Fire Department’s ability to accomplish WFPA's mission.**
4. **Encourage membership participation in the WFPA through involvement in governance, community improvement projects, fundraising and social functions.**

**Long term considerations regarding WFPA’s organizational make up/structure to consider for planning/strategy:**

Department longevity;

As is-full volunteer

Combo department with key positions paid

Contracted Fire or EMS Services

District Option either combo or fully paid

**Organizational needs by Category**

The following are suggested categories for review. A responsibility party or Chair is suggested for each with a space preceding the activities in each grouping that may be used to assign the following needs categorizations:

**1 = Immediate (next 12 months)**

**2 = Intermediate (1-3 years)**

**3 = Long Term (3+ years)**

**Funding:**

Chair?

\_\_\_\_\_Grant qualification-retain professional?

\_\_\_\_\_Pledge Drive (versus semi-annual dues drive)

\_\_\_\_\_Special events/’fundraisers

\_\_\_\_\_Designated funds/sinking funds

\_\_\_\_\_

\_\_\_\_\_

**Regulatory/Compliance:**

Chair?

\_\_\_\_\_SOP’s/SOG’s

\_\_\_\_\_Record keeping-personnel, training and equipment

\_\_\_\_\_Volunteer files/documents (I-9’s, state and federal withholding forms)

\_\_\_\_\_ISO

\_\_\_\_\_

\_\_\_\_\_

**Volunteers/Staffing/Training:**

Fire Chief

\_\_\_\_\_Volunteer-sources of new recruits (fire school/academies)

\_\_\_\_\_Combo department with paid positions to supplement

\_\_\_\_\_ Shift work-EMT/fire fighters?

\_\_\_\_\_ Augmented gratis training from other departments

\_\_\_\_\_ Paid training-Meyer and others?

\_\_\_\_\_

**Community Outreach:**

Chair?

\_\_\_\_\_Communications-Welcome Package

\_\_\_\_\_Website strategy, content and management

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Facilities & Equipment:**

Chair-Russ Courtney

\_\_\_\_\_Storage cabinets/addition to fire station

\_\_\_\_\_Helicopter pad-safer access to Lifeline

\_\_\_\_\_Concrete dumpster trays-potential savings in environmental insurance (leakage containment)

\_\_\_\_\_Water storage tanks/hydrants

\_\_\_\_\_Facilities-Fundraising/construction of Potato Patch Substation

\_\_\_\_\_Breezy Pines assistance

\_\_\_\_\_ Member access agreement for private tank utilization by WFPA

\_\_\_\_\_Vehicle-addition/rotation/replacement/sale

\_\_\_\_\_Equipment needs-additional SCBA’s, basic vehicle outfitting

\_\_\_\_\_

\_\_\_\_\_

**Other Categories:**

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