

FIRE PREVENTION ASSOCIATION OF NEVADA

2008 -2010



MISSION STATEMENT

To enhance the fire and life safety of the citizens and visitors of Nevada

FIRE PREVENTION ASSOCIATION OF NEVADA STRATEGIC PLAN WORKSHEET

STRATEGIC OBJECTIVE #1 Provide up-to-date, quality training at least monthly to members and affiliates					
ACTIVITIES	WHEN	PERFORMANCE INDICATORS	MEASUREMENT TOOLS	FOLLOW-UP	
				RESULTS	DATE
1.1. Conduct ongoing courses to educate officials about PFLSE (Public Fire and Life Safety Education) Steve Shacklett (Michelle Peltier to assist)	Bimonthly	<ul style="list-style-type: none"> Host training course at least bimonthly in South, quarterly in North. Begin hosting courses in Central NV as demand/participation dictates 	<ul style="list-style-type: none"> Curriculum Instructor Pool Rosters Evals 	•	
1.2. Publicize	Initially and reminders	<ul style="list-style-type: none"> Training Fliers Email Web Site Partner Agencies 	<ul style="list-style-type: none"> Registrations Feedback Questions 	•	
1.3. Emphasize inter-jurisdictional and multi-disciplinary sharing	Ongoing	<ul style="list-style-type: none"> Outreach to fire, building, planning, technicians, industry, & general public 	<ul style="list-style-type: none"> Representation on Rosters 	•	
1.4. Examine/determine needs	<div style="background-color: yellow; width: 15px; height: 10px; display: inline-block;"></div> , '08 <div style="background-color: yellow; width: 15px; height: 10px; display: inline-block;"></div> , '09	<ul style="list-style-type: none"> Mandates (i.e. NICET) Certifications Target populations 	<ul style="list-style-type: none"> Evaluations Survey Stats 	•	
1.5. Examine / I.D. existing resources	<div style="background-color: yellow; width: 15px; height: 10px; display: inline-block;"></div> , '08 <div style="background-color: yellow; width: 15px; height: 10px; display: inline-block;"></div> , '09	•	•	•	

FIRE PREVENTION ASSOCIATION OF NEVADA STRATEGIC PLAN CONTINUED

STRATEGIC OBJECTIVE #1 Cont'd Provide up-to-date, quality training at least monthly to members and affiliates					
1.6 Funding	Ongoing	<ul style="list-style-type: none"> Obtain grants Collect fees for services & Website links Host fundraisers 	<ul style="list-style-type: none"> Revenue generated 		
1.7 Website class registration	From [redacted], '08	<ul style="list-style-type: none"> Mechanism for Online registrations Mechanism for Online payment 	<ul style="list-style-type: none"> Online registrations 		
1.8 Widen multi-disciplinary outreach & membership Gloria Heatherington	From [redacted], '08	<ul style="list-style-type: none"> Develop, distribute, and evaluate survey tool 	<ul style="list-style-type: none"> Survey results tracked, evaluated, and publicized 		
1.9 Plan first FPAN Training Conference in NV	Event date by Spring 2010	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 		
STRATEGIC OBJECTIVE # 2 Establish standardized and fiscally responsible procedures for general operations (accounting, data collecting, resource documentation)					
ACTIVITIES	WHEN	PERFORMANCE INDICATORS	MEASUREMENT TOOLS	FOLLOW-UP	
				RESULTS	DATE
2.1 Review existing procedures (excluding bylaws) Reginald McCollins	By April 2008	President's review of existing procedures reports, funds, requests, etc. including: <ul style="list-style-type: none"> Submission Approval Dispersement Accountability 	<ul style="list-style-type: none"> Written policies & procedures 		
2.2 Review existing contracts Rick Rozier	By April 2008	Vice President's review of existing contracts	<ul style="list-style-type: none"> 		
2.3 Establish procedures for programs compliant with IRS and sound business practices Reginald McCollins & Rick Rozier	By June 2008	Written procedures for reports, funds, requests, and tracking including: <ul style="list-style-type: none"> Submission Feedback to and from program managers Approval Dispersement Accountability 	<ul style="list-style-type: none"> 		
2.4 Standardize and establish tracking procedures	By June 2008	Written procedures	<ul style="list-style-type: none"> 		
2.5 E-Board review and approval of written procedures	By July 2008	Committee meeting	<ul style="list-style-type: none"> Minutes 		
2.6 Written procedures posted on Website	By July 31, 2008	Info to Webmaster	<ul style="list-style-type: none"> Posting 		

FIRE PREVENTION ASSOCIATION OF NEVADA STRATEGIC PLAN CONTINUED

STRATEGIC OBJECTIVE # 3 Enhance Life-Safety aspects of FPAN to reflect Fire & Rescue modernization as well as objectives 1 & 2 (above)

ACTIVITIES	WHEN	PERFORMANCE INDICATORS	MEASUREMENT TOOLS	FOLLOW-UP	
				RESULTS	DATE
3.1 Develop and adopt tag line: "In Support of life safety" E-Board	By March 2008	<ul style="list-style-type: none"> Addition of tag line to publications and Website 	<ul style="list-style-type: none"> Use of tag line 	•	
3.2 Establish FPAN apparel Steve Shacklett	By April 2008	<ul style="list-style-type: none"> Quality and Value Portion of proceeds donated to FPAN 	<ul style="list-style-type: none"> Vendor selected Purchases made 	•	
3.3 Increase Website Avenues	From June 2008	<ul style="list-style-type: none"> Added links and resources Program Information Mechanism for online payment 	<ul style="list-style-type: none"> Hits 	•	
3.4 Enhance Injury Reduction Program	By May 2009	<ul style="list-style-type: none"> New name established for program Support provided to existing Risk Watch® communities Success stories published Available injury reduction programs identified, reviewed, and selected Educational standards 	<ul style="list-style-type: none"> Minutes Program Mgr.'s reports 	•	
3.5 Evaluate Youth Firesetter Intervention Program and Support Accordingly	By April 2008	<ul style="list-style-type: none"> Budget streamlined 2-year plan in place for FPAN role Obligations & joint measures documented 	<ul style="list-style-type: none"> Documentation Treasurer's Reports Program Mgr.'s reports 	•	
3.6 Enhance Fireworks Safety Program	By July 2008	<ul style="list-style-type: none"> Information dissemination Determine guidelines based upon current code 	<ul style="list-style-type: none"> Program Mgr.'s reports 	•	
3.7 Sesame Street Pre-school program	By Fall 2009	<ul style="list-style-type: none"> Host 2008 and 2009 annual program for Southern NV Host first program for Northern NV 	<ul style="list-style-type: none"> Events Rosters Participant Evals Program Mgr.'s reports 	•	
3.8 Support member localities	Ongoing	Assisted local jurisdiction(s) with: <ul style="list-style-type: none"> Obtaining grants Collecting state data Establishing program(s) Accessing training Support & publicize pilot programs 	<ul style="list-style-type: none"> Grants obtained State data collected Local program(s) established Training accessed Pilot programs 	•	

FIRE PREVENTION ASSOCIATION OF NEVADA STRATEGIC PLAN CONTINUED

STRATEGIC OBJECTIVE # 4 Utilize all resources, partnerships, & technology tools to elicit communication, participation, and funding

ACTIVITIES	WHEN	PERFORMANCE INDICATORS	MEASUREMENT TOOLS	FOLLOW-UP	
				RESULTS	DATE
4.1 Provide reports to update members on and document agency status President and Secretary, Accordingly	Varies	<ul style="list-style-type: none"> • Bi-monthly meeting minutes published within 2 weeks after meeting dates • Provide annual report to all identified agencies • Provide periodic reports to all member organization 	<ul style="list-style-type: none"> • Email of reports • Web posting of reports • Affiliate publicity of reports 	•	
4.2 Obtain regular reports from all members	From March 2008	Reports submitted prior to meeting dates/agenda publication from: <ul style="list-style-type: none"> • State Fire Marshal • National Fire Code Association • International Code Council • Program managers • Special reports as applicable 	<ul style="list-style-type: none"> • Agendas • Minutes 	•	
4.3 Filter information to all levels of member organizations	Ongoing	Information received by: <ul style="list-style-type: none"> • Top decision makers • Middle management • Volunteers 	<ul style="list-style-type: none"> • Feedback • Distribution list • Meeting & Training participants 	•	
4. Pursue (or discourage) Legislation as applicable to mission (i.e. Heart/Lung Bill)	By May 2009	<ul style="list-style-type: none"> • Committee Formation • Identify legislation • Evaluate legislation • Act upon legislation proposals 	<ul style="list-style-type: none"> • Minutes • Reports • Legislation 	•	
4.5 Evaluate continuation of Southern Nevada Golf Tournament	By May 2008	<ul style="list-style-type: none"> • Committee formed or dissolved 	<ul style="list-style-type: none"> • Event(s) • Revenue generated • Evaluations • Continuation plan 	•	
4.6 Identify and plan fundraiser(s) in Northern Nevada	By August 2008	<ul style="list-style-type: none"> • Event identified • Committee formed • Evaluations set 	<ul style="list-style-type: none"> • Event(s) • Revenue generated • Evaluations • Continuation plan 	•	