



Boone County Fire Protection District
2020
Operating Plan

The Boone County Fire Protection District 2020 Operating Plan is presented as the first steps in the overall 2020 Strategic Plan. The 2020 Strategic Plan was developed with input from numerous internal stakeholder groups and approved by the Fire District Board of Directors. This operating plan will provide the short term objectives to help achieve the long term goals of the Boone County Fire Protection District 2020 Strategic Plan.

Goal 1: Review and revise expectations of current members. Managed by Fire Chief Scott Olsen.

Goal 2: Establish a process of routine review and revision of Fire District policies and procedures. Managed by Fire Chief Scott Olsen.

Goal 3: Maintain operational readiness and strengthen and develop our leaders. Managed by Fire Chief Scott Olsen.

Goal 4: Complete an in-depth analysis of incident call types and determine the appropriate response for each type. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Goal 5: Develop a staffing plan that ensures the timely response of fire district resources to requests for service. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Goal 6: Develop and improve communications practices and systems for clear and effective incident communications. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Goal 7: Review and revise current public communication and education programs. Managed by Support Services Bureau Director Gale Blomenkamp.

Goal 8: Review and revise current apparatus and equipment check sheets and check off process to ensure apparatus are maintained and operated effectively. Managed by Support Services Bureau Director Gale Blomenkamp.

Goal 9: Develop operational support programs that provide enhanced incident situational awareness. Managed by Support Services Bureau Director Gale Blomenkamp.

Goal 10: Develop and implement recruitment and retention programs to retain experienced members and recruit new members into the organization. Managed by Administrative Bureau Director Shawna Schnieders.

Goal 11: Develop, support, and foster the overall health, wellness, and safety of our members. Managed by Administrative Bureau Director Shawna Schnieders.

Goal 12: Develop a plan to ensure the long-term financial stability of the fire district. Managed by Administrative Bureau Director Shawna Schnieders.

Ongoing Objectives

2C. Revise existing policies or create new policies to create clear guidelines and expectations of members. Managed by Fire Chief Scott Olsen.

3A. Continue to develop existing training programs and facilities. Managed by Fire Chief Scott Olsen.

3B. Continue to create new and unique ways to deliver training programs at all levels of the organization. Managed by Fire Chief Scott Olsen.

6A. Continue to develop a collaborative relationship with Boone County Joint Communications. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

11C. Develop comprehensive safety initiatives across all programs in conjunction with NFPA 1500 standards. Managed by Administrative Bureau Director Shawna Schnieders.

12A. Evaluate options for new and diverse revenue streams. Managed by Administrative Bureau Director Shawna Schnieders.

12B. Pursue opportunities for grant funding. Managed by Administrative Bureau Director Shawna Schnieders.

3rd Quarter

1A. Develop a list of expectations for Fire District members. Managed by Fire Chief Scott Olsen.

Completion - 3rd Quarter 2020

2A. Develop a plan to review existing policies.

Completion - 3rd Quarter 2020

4A. Review incident call data and determine patterns and trends. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Completion - 3rd Quarter 2020

5A. Use location-based technology to develop a method to monitor daily station staffing levels. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Completion - 3rd Quarter 2020

8A. Develop or revise apparatus equipment and inventory policy. Managed by Support Services Bureau Director Gale Blomenkamp.

Completion - 2nd Quarter 2021

9A. Develop and maintain a commercial occupancy pre-plan program and make it readily accessible to responding Fire District members. Managed by Support Services Bureau Director Gale Blomenkamp.

Completion - 1st Quarter 2021

10A. Create and implement a community-based recruitment program. Managed by Administrative Bureau Director Shawna Schnieders.

Completion - 4th Quarter 2021

11A. Develop and maintain essential programs that enhance the health and wellness of our members. Managed by Administrative Bureau Director Shawna Schnieders.

Completion 4th Quarter 2021

4th Quarter

2B. Review the existing station resident contract and revise as needed. Managed by Fire Chief Scott Olsen.

Completion - 4th Quarter 2020

3C. Continue to develop and enhance our existing leadership/operational development programs for Fire District Officers/Managers. Managed by Fire Chief Scott Olsen.

Completion - 3rd Quarter 2021

4B. Research different response methodologies for low acuity call types. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Completion - 4th Quarter 2020

6B. Develop an incident communications policy and implement through training and incident after-action review. Managed by Fire Bureau Director Doug Westhoff and EMS Bureau Director Bryant Gladney.

Completion - 1st Quarter 2021

7A. Develop an enhanced Public Outreach and Education Program that will increase an awareness of the fire district and its mission. Managed by Support Services Bureau Director Gale Blomenkamp.

Completion - 1st Quarter 2021

8B. Review and revise all existing apparatus check sheets and facilitate detailed checks of all apparatus to ensure they match the check sheets. Managed by Support Services Bureau Director Gale Blomenkamp.

Completion - 3rd Quarter 2021

10B. Create and implement a volunteer retention program. Managed by Administrative Bureau Director Shawna Schnieders.

Completion - 3rd Quarter 2021

11B. Develop policies and procedures to minimize our members exposure to harmful substances. Managed by Administrative Bureau Director Shawna Schnieders.

Completion - 3rd Quarter 2021

