



Strategic Planning Process Update
East Contra Costa Fire Protection District
(July 2, 2018)

This is the third in a series of monthly updates on the progress of the Strategic Planning Process for the East Contra Costa Fire Protection District.

1. Interviews

The interviews are complete except for some follow-up discussions.

2. Environmental Scan

The office of Contra Costa County Supervisor Diane Burgis has generously agreed to provide most of the demographic and regional information needed for the environmental scan. District staff will still need to provide District financial, staffing and calls for service information, which all should be readily available.

3. Employee and Community Surveys

The employee and community surveys have been released. The community survey is being distributed as broadly as possible. **Responses are due by Sunday, July 8th**, in order to incorporate some of the results into the Community Workshop described below.

4. Focus Groups

The two firefighter focus groups were cancelled given anticipated light attendance. Instead, online surveys are being distributed to both District firefighters as well as firefighters with other agencies who happen to live in the District. Subsequent focus groups can be scheduled if warranted based on the survey results.

5. Community Workshops

The first community workshop is scheduled for **Thursday, July 19**, following the series of Town Halls initiated by the District. The workshop materials are now being prepared.

6. Board Strategic Planning Retreats

The two Board Strategic Planning Retreats will be public half-day meetings. These will occur after the data and information gathering identified in all of the steps above. The first retreat will focus on the information gained from the prior efforts and then on the District's mission, vision, and possible goals for the years ahead. The second retreat will focus on specific strategies and efforts needed to achieve the District's goals. **The first retreat has been scheduled for Friday, July 27, and the second for Friday, August 17.**