

**Strategic Planning Process Update**  
**East Contra Costa Fire Protection District**  
(June 1, 2018)

This is the second in a series of monthly updates on the progress of the Strategic Planning Process for the East Contra Costa Fire Protection District. Project Manager Greg Larson will be present for the next update at the beginning of the June Board meeting.

**1. Interviews**

The remaining interviews will be completed by June 15.

**2. Environmental Scan**

This work is on hold pending identification of available District or other staff resources. We will be asking assistance from the County for much of this information.

**3. Employee and Community Surveys**

These have been drafted and provided to the Strategic Planning Committee for review. Launch is anticipated by June 15 with the close out by July 9.

**4. Focus Groups**

Two invitation-only focus groups are being scheduled for Wednesday, June 20, one with District firefighters and the other with firefighters from other agencies who live in the District. The purpose of the focus groups will be to delve into operating challenges and opportunities relying on the expertise and knowledge of professional firefighters.

**5. Community Workshops**

Two open community workshops are planned, one to garner input prior to the Board's Strategic Planning Retreats and one after to solicit public response. The first community workshop is being scheduled for Thursday, July 19.

**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. Board members will receive a Doodle poll later this week to schedule the first retreat for either Friday, July 27 or Saturday, July 28, and the second for either Friday, August 17 or Saturday, August 18.