



**Tallahassee Fire Protection District  
Minutes of October 31, 2018 – Special Meeting of the Board of Directors  
To Discuss the District’s Strategic Plan**

Donna Toeroek, President, called the Meeting to order at 2:00 p.m. on October 31, 2018.

**Directors present: Donna Toeroek, Bonnie Spencer, Sean Kane**

**Directors absent: Greg Cook (excused), David Matassoni (excused)**

**Other members present: None**

**Firefighters/Volunteers present: Chief Norris**

**Public present: None**

**Purpose of Special Meeting:** Define the strategic goals for the next three years.

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**GOALS TO REACH BY 2021**

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**GOALS FOR FIRE SERVICES**

Wildland Fire Response

- To provide fire response that prevents wildland fires from encroaching to a residence
- To provide Structure Protection - Protection of outside of structures (no entrance into a burning structure), to prevent fires from interfacing with wildlands

Public Education

- To manage public expectations of the services that TFPD can provide
- To provide fire mitigation inspections and recommendations to homeowners for fire prevention
- To provide emergency preparedness information and general information on fire prevention
- To encourage volunteering
- To provide transparency in operations and spending

Full Shift Coverage

- To cover every shift, 24/7.

Deployment Program

- A formal program to provide on-the-job training and experience that enhances in-district capabilities
- A formal plan to supplement revenue

Response Times

- Although the District does not have metrics, it wants to ensure that response times are not increasing. Response times and trends will be included in the Chief’s monthly operations report.

Employ a Full-Time Fire Chief

- Implementing the strategic plan and managing operations, requires a full-time Fire Chief

**GOAL FOR EMERGENCY MEDICAL SERVICES (EMS)**

To provide a TFPD trained, certified and equipped medical responder (EMR/EMT/Paramedic) to incidents before an ambulance can arrive

**Action Item:**

- Donna will present the goals at the November BOD meeting and ask for volunteers to flesh out how to meet these goals by year.

**Adjournment:** Motion by Donna to adjourn. Seconded by Sean Meeting adjourned at 4:00 p.m.

Respectfully submitted by Donna Toeroek, President