

**MISSOURI VALLEY ASSOCIATION OF FIRE CHIEFS  
STRATEGIC PLAN  
2002-2003**

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The purpose of this document is to ensure and promote the future plans of the Missouri Valley Division thus providing for the strength and continuity for future officers and boards.

This plan shall be revised annually at the Board's annual winter meeting.

## **Section 1 Administrative**

### **1) Annually review the MVAFC's Constitution and By-Laws**

#### **Action Items:**

1) Recommend a process for policy adoption to ensure the periodic and systematic review of the Division's Constitution. This policy proposal should be provided for membership approval at the annual conference, July 2002. *Persons responsible: Chiefs Donner and Brown.* Coordinates with 2000 IAFC 2.5

### **2) To insure quality programs and smooth operations to promote continued growth the Board of Directors shall be committed to increased involvement in Annual conferences.**

#### **Action Items:**

1) It has also been recognized that there has been a reluctance to utilize resources for effective annual conferences. Develop a guideline to best utilize resources to insure quality of educational programs. This guideline may be accompanied with, or be in conjunction with budget/investment guidelines for the Division. This guideline should be presented at the July 2002 Board meeting. *Persons Responsible: Division Secretary, Executive Board.*

2) Develop and form a Program Planning Committee (Standing Committee) to assist host cities in planning, selection and scheduling the conference educational program in order to maintain contemporary, unique, and timely topics given by quality speakers. This committee should be appointed at the time the host

city is awarded the conference. *Persons Responsible: Board of Directors.*

2) Continue to develop a suggested/recommended speaker list by Host cities. *Persons Responsible: Executive Board*

- 1) **Identify the capabilities of the MVAFC as a division of the IAFC to provide State and Local organizations with a process to seek assistance or submit input. Persons responsible: Board of Directors**

*Coordinates with 2000 IAFC 2.2*

#### **Action Items:**

1. Develop annually a list of accomplishments, endeavors and services provided.
2. Develop a distribution process through State VP's in conjunction with State Chief organizations.
3. Maintain current list of upcoming events on the web site.
4. Identify emerging issues as soon as possible.
5. Solicit staff support from IAFC to attend Division meetings and planning sessions.
6. Provide contact information to members so they may provide input or seek assistance

## **Section 2 Membership**

Recognizing that the mission of this organization includes the professional development, care and nurture of existing members as well as potential members, it is of utmost importance that we provide beneficial services to a diverse membership.

**2.1 Because of a diverse membership, develop methods that address the needs of all members, volunteer or career, incumbent or new, for recruitment and retention.**

#### **Action Items:**

- 1) Review the attached plan for the development of chief officers, with the intent to provide succession planning for the various positions of the Missouri Valley Board. Plan should be addressed and adopted in July, 2002. *Persons Responsible: Board of Directors Attached as Appendix A*

2) Develop a plan for the growth of membership and involvement in the EMS and Public Education Sections of the Division. *Persons Responsible: Deputy Chief Thacker and Chief Beatty See Appendix B*  
Coordinates with 2000 IAFC 2.2 and 4.5

## **Section 3 Communications**

One of the most critical components to the excellence of any organization is the quality and level of communications provided to its members.

**1) The Missouri Valley Division will strive to utilize all means available in order to serve its members and to serve as a conduit between the IAFC and the State Chiefs organizations.**

### **Action Items:**

1) It is recognized that there is a lack of support or lack of knowledge regarding the Fire Service Leadership Partnership Initiative being promoted by the IAFC. Missouri Valley support of this initiative will be to educate our members on the benefits of this initiative through newsletter articles, providing stipends to states wishing to promote the process and informing the membership in any other way possible. *Persons Responsible: Board of Directors*  
Coordinates with IAFC Strategic Plan Item 4.7

2) The Board of Directors recognizes the need to discuss issues openly in order to reach logical, realistic decisions and continues to strengthen the Division. The Board will continue to strive to set appropriate time aside, at appropriate forums for such discussions to occur. *Persons Responsible: MV Board of Directors*

## **Section 4 Financial Resources**

The Board of Directors recognizes, appreciates and values the history of the Missouri Valley Division. It is also prideful and protective of the current financial stability enjoyed by the Division while needing to ensure that this strategic plan will be carried out with appropriate resources.

- 1) **The Board of Directors is fiscally responsible for maintaining the stability that the Division currently enjoys and it recognizes that it is responsible for carrying out the mission of the Division as laid out in this strategic plan.**

1) In order to promote the education of its members at the state level, the Board of Directors will strive to continue the stipend program and funding at the current level. *Persons Responsible: Board of Directors.*

2) Develop a policy and respective implementation plan that creates a restricted reserve fund of 2 years operating expenses. Plan should be approved at the July, 2002 Board meeting. *Persons Responsible: Executive Board*

Appendix A  
Succession Planning  
Section 2.1.1

The Missouri Valley Association of Fire Chiefs, Constitution and By-Laws outlines the elected officer's succession process. There are additional steps that could be adopted to ensure continued succession of the MVAFC officers such as:

1. Utilize a communication network between the state vice presidents to recruit candidates for the position of second vice president.
2. At the annual MVAFC planning session, set time aside to inform the state fire chief association presidents of the opportunity for their membership to seek the office of second vice president.
3. Provide the information on the MVAFC web site and in the FIRE LINK newsletter, soliciting fire chiefs to run for the office of second vice president and outline the campaign/election process to follow.
4. At the annual conference, request members to participate in running for the office of second vice president.
5. In the event that no candidate seeks the office of second vice president, the president will appoint a current MVAFC state vice president to fill the term.
6. Explore the potential of establishing a third vice president to become acclimated to the MVAFC. In addition, the third vice president could coordinate the recruiting efforts of the state vice presidents to ensure continued succession.

## APPENDIX B Section 2.1.2

The EMS Section plans to expand membership and participation in the Missouri Valley of Fire Chiefs by offering services and information designed to promote fire-based emergency medical services.

Membership will be open to persons actively involved in the management and delivery of emergency medical services in fire departments contained within the Missouri Valley. Persons eligible for membership within the EMS Section must come from departments that have active representation in the IAFC and Division. For instance, persons who are members of the EMS Section will be affiliated with a department who has a current chief officer who is a member of the IAFC and Division. The EMS Section member does not have to be an IAFC/Division member to be a member of the Section. This is intended to open the door to participation and to further the Division's goal of involvement and succession planning.

Other items which will be used to help facilitate and promote membership are:

- Develop a brochure to promote the EMS Section which will include an application
- An annual mini-conference used to promote timely educational issues facing fire-based EMS
- To provide a service to members which will include an effort to support members and member departments by providing :
  - \* A method to provide support to the membership during problems with EMS and may range from literature to consultation by Section members
  - \* Use of the web-site to share timely and relevant fire-based EMS materials and or issues
  - \* Continued connection with the Division's BOD and membership to provide information and educate the Division on EMS-related issues which require BOD Membership involvement
  - \* Continued connection with the IAFC EMS Section on national trends and issues
  
- \* Develop a connection with the PUB ED Section in an attempt to tap their expertise in looking for way to help promote the public's knowledge of preventative concerns for medical health of their well being