

Yakima County Fire District 12

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2024-2028 Strategic Plan



Executive Summary Yakima County Fire District 12 Strategic Plan 2024-2028

Emergency services are constantly evolving to meet community expectations, legislative constraints, and new threats as the world changes. This constant evolution makes long range planning difficult especially with unknown future requirements, budgetary restrictions, and regulations. The Fire District has outlined long-range vision goals to guide our shorter five-year strategic planning to ensure our short-range plans assist in reaching our long-range vision.

This Strategic Plan is focused on continuous improvement through four Strategic Priorities that are key to the continued success of the District. Each Strategic Priority has goals and specific objectives identified for continuous improvement of the District's ability to meet our mission of preserving and protecting life then property.

This plan covers 2024 through 2028 and provides significant direction and opportunity for the District's effectiveness. Fire District 12's mission, vision, values, beliefs and long-range goals provide general direction while the Strategic Plan communicates more specific direction over the next five years to build on our mission and long-range goals.

The process of developing and updating our Strategic Plan is a Department wide process where all members have an opportunity to provide input into the future of the District along with citizen input. This plan update utilized both a Member survey and citizen survey to gather new information for the planning committee to review when updating the plan.

To meet the need for fire and life safety in West Valley, the District plans to continue its focus of on-call members supported by a small cadre of fulltime personnel. We will continue to initiate and encourage cooperation with adjoining fire departments as well as private companies to meet the expectations of our citizens for fire and life safety balancing available resources with acceptable risk.

Four Strategic Priorities have been identified in the plan along with goals and objectives to address each priority:

Strategic Priority 1: Personnel retention, development, recruitment, and selection.

Strategic Issue: Attract and maintain sufficient and effective personnel available 24/7/365 to serve our community safely and effectively with high professional standards.

Goal: Maintain an adequate number of members and staff to meet our mission through established and expected service levels for response.

Strategic Priority 2: Financial management and accountability.

Strategic Issue: Maintain a strong financial position for the District through effective policies/management practices with regard for cost-benefit, efficiency, and impact on District taxpayers.

Goal: Meet the financial needs of the District while ethically and accurately managing the financial resources of the District in accordance with State and County laws.

Strategic Priority 3: Infrastructure management.

Strategic Issue: Manage resources to ensure our staffing, facilities, apparatus, and planning keep pace with current and projected changes in the community; ensuring efficient, well-placed facilities are located to meet the service demand and community response expectations.

Goal: Provide enough stations and apparatus strategically located throughout the District to meet 8-minute response one mile from a station to all areas of high growth, population and commercial areas in the District as well as provide and maintain efficient and effective apparatus and equipment to safely carry out the mission of the department.

Strategic Priority 4: Community Engagement.

Strategic Issue: Ensure the District meets community expectations for operations, fiscal accountability, and public education.

Goal: Identify level of satisfaction, opinions, and priorities of the community in addition to community awareness of current and proposed programs and capabilities. Provide opportunities for community involvement in District activities.

The District Business and Capital Improvement Plans work in conjunction with the Strategic Plan. Because emergency services are a dynamic work environment all plans have built in flexibility and are reviewed annually to ensure the District is able to adapt to emerging issues effectively. Annually an action plan for the following year is developed, applied and progress reported monthly to the Board of Commissioners and Officers Management Team to keep the plan on track.

For an in-depth understanding of how the District plans to address each Strategic Priority identified please read through each objective and the strategies developed to accomplish our goals in this Strategic Plan.

**Fire Chief Nathan Craig
Yakima County Fire District 12
2024-2028 Strategic Plan**

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Strategic Planning Committee:

Commissioner Paul Barham
Commissioner Jim Borst
Commissioner Ken Eakin
Admin/Finance Officer Christy Boisselle
Firefighter Dell Finnell
Support Member Kiann Jaeger
Deputy Chief Jim Johnston
Lieutenant Mike Gohl
Firefighter Jason Wood

Organizational Overview

About Us

Yakima County Fire District 12 is a combination fire department with 85 dedicated citizens that are on-call members supported by seven full time members (Chief, Administration and Finance Officer, Deputy Chief, Duty Crew Lieutenant and three Firefighters) that respond to all risks within our 90 square miles from four fire stations protecting a population of 15,100 citizens.

What We Do

- Provide Public Education in Fire Prevention and Life Safety.
- Fire Suppression to save lives and minimize property damage.
- Fire Investigation, cause, and origin to improve life safety.
- Rescue/Extrication to save lives.
- Emergency Medical Services, BLS first response.
- Hazardous Materials Emergency Response for life safety.
- Emergency/Disaster Management using the Incident Command System.
- Administrative Services, human resources, accounting, and administration.
- Support Services, maintaining buildings and equipment.
- Member Safety through a safety committee and training.

2023 Fire Fund

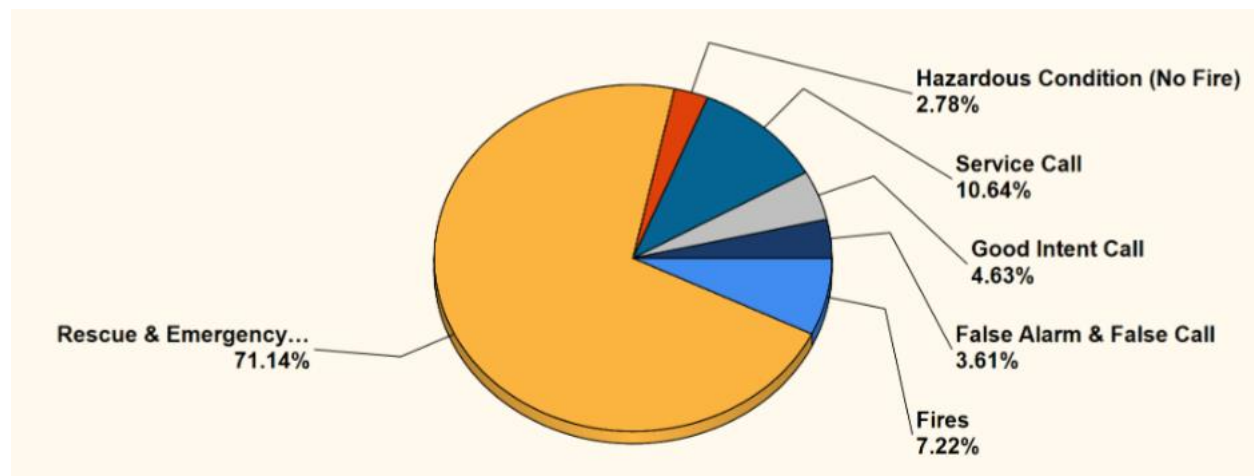
Property Tax Levy Amount: \$1,813,193.00
Levy Rate: \$1.03/\$1000
2022 Carryover \$634,680.73
Grants \$500.00
Misc. \$21,500.00
EMS transfer in for payroll \$105,000.00
Total Revenue \$2,574,873.73
Total Expenditures \$2,068,834.00

2022 EMS Fund

Property Tax Levy with Formula Amount: \$212,360.00
County Levy Rate: \$0.17/\$1000
2022 Carryover \$57,607.98
Grants \$1,100.00
Misc. \$100.00
Total Revenue \$271,167.98
Total Expenditures \$246,050.00

2023 Reserve Fund Beginning Balance: \$354,851.17

2022 Alarms:



Introduction:

We live in a rapidly changing world; therefore, we need to be flexible in our decision-making, decisions we make today will affect outcomes long into the future. Use of public resources will always be competitive with respect to desired outcomes for quality of life. Fire and life safety are a priority for the citizens of our District, our citizens expect effective and efficient delivery of services. For these reasons, it is important that the decisions we make today lead us in the right direction for the future.

It is projected that over the next five to ten years the boundaries of the District will not change significantly, annexations by the City of Yakima on our eastern boundary have slowed significantly however, in 2022 the City developed an annexation strategy for their entire Urban Growth Boundary to include 5 potential areas available for annexation, four of those areas are within District 12 boundaries. Area 2 south of the airport is 1 square mile of mostly vacant land, area 3 is 1.8 square miles out to Wiley City, due to floodplain issues and lack of sewer lines this area is not suitable for urban level housing and the City is discussing removing it from their UGA, Area 4 is 3.4 square miles and includes WVHS, Cottonwood Elementary and Station 51 with a fair amount of urban development within it, area 5 is 1.87 square miles from Scenic to Cowiche Creek of sparsely populated land and orchards. Area 2 and 4 provide the greatest potential for city growth, however, area 4 is mostly void of sewer lines so significant infrastructure would need to be built before using outside utility agreements for annexation, this could take years. Yakima Fire Department is looking to create a Regional Fire Authority in the city of Yakima or with surrounding fire districts which could change citizens opinions on fire service costs. For these reasons the District will need to continue to base decisions on our current protection area and the growing service needs in District.

To meet the need for fire and life safety in West Valley, the District plans to continue its focus of on-call members supported by a small cadre of fulltime personnel. We will continue to initiate and encourage cooperation with adjoining fire departments as well as private companies to meet the expectation level of our citizens for fire and life safety balancing available resources with acceptable risk.

Purpose:

The purpose of this Strategic Plan is to provide significant direction and opportunity for the District's effectiveness. Fire District 12's mission, vision, values and beliefs provide broad long-range direction while the Strategic Plan communicates more specific direction over the next five years that works toward the long-range vision. Collectively, these elements give structure and order to programs by identifying strategic priorities that require increased attention and potentially funding.

Mission Statement:

The West Valley Fire Department is dedicated to the preservation and protection of life then property.

To accomplish our Mission, we focus on:

- **Education-** As members we take every opportunity to educate our family, friends, and the public in safety, first aid, accident prevention and preparedness.
- **Prevention-** Members take the opportunity to prevent an injury or accident from occurring, never turning our back on a potential hazard. We provide training, information, and supplies to the public in fire and injury prevention.
- **Emergency Services-** Members respond to all calls for service when available regardless of the location or nature of the problem. We are here to serve our public by responding to and mitigating emergencies regardless of the hour of the day, putting the needs of a neighbor in front of our own.
- **Disaster Preparedness-** Members maintain training & certification in a broad scope of disaster preparedness always maintaining our equipment and resources in a ready state. Members attend drills, classes, and seminars to maintain a state of readiness.

Vision:

West Valley Fire Department is a proactive, innovative and dynamic organization committed to high standards.

Values:

- All Members share in the **PRIDE:**
Professionalism- attitude, training, no excuses we do our best.
Respect- the job, each other, and those we serve.
Integrity- trustworthy, hold each other to higher standards.
Dedication- be there, be trained and help.
Empowered- If it's legal, ethical and the right thing to do, we do it.
- The honesty, integrity, and loyalty of our members.
- Professional conduct and performance of our responsibilities.
- Teamwork & cooperation with all elements of the community.
- Flexibility to adjust to a growing & changing community.
- Cooperation with other emergency response agencies within the Local County, Region and State.
- Efficient use of resources.

The District Believes In:

- On-Call Members as the most effective and efficient resource for responding to emergency incidents within the community.
- The professionalism of our members in all aspects of serving public needs.
- The dedication and integrity of all members of the Department is critical to our Mission of protecting lives then property.
- Respecting safety, each other, and those we serve.
- A core of full-time personnel to SUPPORT our on-call response system.
- Empowering personnel assigned to each fire station to assist the public in any way so long as it is legal, ethical and the right thing to do.

- Knowledgeable and dedicated Fire Commissioners who provide policy leadership on behalf of the public interest.
- The involvement of all personnel in the decision-making process.
- Creating opportunities to share in our successes.

District Culture:

Unique individuals that form a team to preserve and protect life then property for our neighbors. Service bonds us to our District motto of Professionalism, Respect, Integrity, Dedication and Empowerment.

Expected Behavior of all Members:

- **Honesty-** We tell each other the truth in a non-blaming respectful manner. We have the courage to address tough issues TOGETHER.
- **Personal responsibility-** take responsibility for our actions. We do not blame others; we admit and learn from mistakes.
- **Disagreement DOESN'T mean disrespect-** Reasonable people can agree to disagree.
- **Understanding-** Listen to each other, we may not always see eye to eye but will work to understand our differences. We are committed to resolving conflicts with one another rather than complaining about one another.
- **Teamwork-** Help each other out, take care of one another, share the work and share the credit recognizing each other for work well done. Always support the team!
- **Respect-** Treat each other with professional courtesy, honor the role and position of each Member. We accept a diversity of ideas and styles among our Members and treat everyone with dignity.
- **Communication-** Share complete, relevant, accurate information with all Members.
- **Collaboration-** Work cooperatively, share ideas, solve problems together, base decisions on the Mission of the District.

Strategic Priority 1: Personnel retention, development, recruitment, and selection.

Strategic Issue: Attract and maintain sufficient and effective personnel available 24/7/365 to serve our community safely and effectively with high professional standards.

Goal: Maintain an adequate number of members and staff to meet our mission through established and expected service levels for response.

Objective I: Retention of On-Call Members.

Strategies:

A. Enhance internal and interpersonal communications across the District to understand and meet our mission while adhering to our core values, culture and the District PRIDE motto.

1. Promote District culture as it relates to our Mission and PRIDE motto. Provide monthly talking points related to culture, mission, vision, and PRIDE to be officer led during equipment check drills to improve communication and understanding.
2. Establish group cohesion through participation in Association events, station to station drills and family activities.
 - Provide opportunities for families to participate in Department activities.
 - Periodically rotate stations to drill together with opportunity to work together and communicate. Equipment inspection drills provide time to talk and learn each other's equipment.
 - Officer/Firefighter communication is a critical component to the right message being delivered. The grapevine/rumor mill must be addressed at every drill/meeting with the simple question of "what have you been hearing?"
 - Opinion sharing must be encouraged at group events and misinformation corrected immediately for improved knowledge overall.
3. Utilize the most appropriate means of communicating based on the message, audience, importance, and timeliness.
 - Face to Face, Email, Text, ISPY, Facebook, All Fired Up Newsletter, Flyers, Meeting Minutes, Association Meetings are all currently used to communicate with members.
 - Communication is a two-way street, Members must be an active participant to remain informed on upcoming events, training and operational changes.
 - Use electronic station message boards to post events, training, and general information weekly.

4. Adjust shift hours to emphasize full time Firefighters attending Wednesday night drill at different stations each month.

B. Value Member's time through solid time management strategies:

1. For alarm response, Members that are not needed on scene or for clean up after the incident will be released by the Incident Commander as soon as it is determined no additional manpower is necessary.
2. Drills will be planned, with clear objectives and start on time every week.
3. Meetings will start on time and follow an agenda.
4. All activities need to be evaluated for time management with respect to reducing the amount of time necessary for Members to remain active.
5. Staff to support On-Call Members in preparation for drill and activities to reduce extra time spent by On-Call Members for tasks that could be done ahead of time.
6. Long duration incidents, the Incident Commander will poll all Members on scene to determine if any Members need to leave for work or other activities as soon as the incident is stabilized.
7. As soon as an incident is mitigated or the risk to the public is eliminated apparatus will go in service, no waiting for tow trucks, utility companies or any other service.

C. Highlight Department culture to promote, reward and evaluate the elements of PRIDE across the District as it directly relates to every member understanding and supporting our Mission of preserving and protecting life then property:

1. **Professionalism**- attitude, training, no excuses we do our best.
 - Apply structure to all aspects of the Department to encourage a culture of professionalism where it is about the job getting done not who does it.
2. **Respect**- the job, each other, and those we serve.
 - Respect each other's time, start drills on time and give 100% effort to ensure we are not wasting members' time. Communicate effectively, treat others as they want to be treated.
3. **Integrity**- trustworthy, hold each other to higher standards.
 - Support each other, build each other up, do not talk about others behind their backs, if you have a problem say it or let it go, don't bring it up months later.
4. **Dedication**- be there, be trained and help.
 - Ensure all members understand our Mission and maintain their basic training to support the Mission. Members must be active and responding regularly for our Mission to be successful.
5. **Empowered**- if it's legal ethical and the right thing to do, we do it.
 - Seek out opportunities to make a difference in the community and for our customers based on the preservation and protecting of life then property.

6. Promote a culture of belonging through esteem in PRIDE. Motivate each other to live the culture of mission first. Truly be a brother/sisterhood where members all work together for the common good.
7. Encourage station pride through personalization and customization where possible at the station level.

D. Evaluate On-Call Member retention program:

1. Annually collect data regarding operational, personnel or policy changes to be considered to improve member retention with consideration given to time required to be a member in good standing from recruit training through ongoing commitments. Share this data with the retention committee and all Members for feedback.
2. Officers maintain an open dialogue at their station on the morale of our members and any issues outstanding discussed and passed up the chain of command as needed for retention.
3. Monthly review call and drill attendance for changes in member's activity, Deputy Chief follow-up with company officer of member if a negative change in activity is detected to check in and see how the department can help the Member meet policy.
4. Ensure members are aware of benefits offered for their service.
5. Put members first for knowledge, communications, equipment, and incentives. Members are the backbone of the organization, retaining members is paramount to Mission success. Utilize all communication methods to ensure all are informed.
6. Continue Member of the Month program to highlight all aspects of the District and the work our members do.

E. Review and update incentives offered to Members:

1. Ensure any changes to incentives or compensation are fully vetted by the Members and Admin before moving forward.
2. In July of odd numbered years review the current LOSAP retention program to ensure it meets the District's needs.
3. Research additional incentive programs for Members. Evaluate what programs similar type departments are doing to keep their members active.
4. Ensure member wages are at appropriate levels to fairly compensate members for their time away from their families and regular jobs. Participate in the WFCAs wage and benefit study to create a chart of where our compensation falls in line with similar departments.
5. Work with legislature on improving member benefits.
6. Utilize a focus group of Members with 1-6 years on the department to advise on retention strategies.

F. Maintain a written plan for retention:

1. Staff will attend drills regularly to receive feedback from Members regarding general attitude, morale, and ideas for improving retention.

Staff to ask, “what can we do better” and discuss with the group or individual solutions to improve the department.

2. Strengthen the mentor program for new recruits/cadets, where possible providing training for mentors. Assign a mentor to support each new member. Set the expectations up front for the mentor and mentee and encourage them to get to know each other.
3. Conduct exit interviews with any member that leaves the department, including questions regarding culture or issues that lead to resignation. Compile the reasons in a document to be used for updating retention programs.
4. Evaluate retention program annually.

G. Purchase and maintain modern equipment and PPE:

1. Maintain apparatus replacement schedule and make purchases on time.
2. Maintain PPE replacement schedule and make purchases on time.
3. Maintain Capital Improvement Plan and update annually.

H. Reduce number of non-emergency calls Member’s answer:

1. Expand criteria-based EMS dispatching.
2. Partner with Ambulance service:
 - Under the county-wide ambulance contract, partner with the ambulance company to house an ambulance in District.
 - Adjust dispatch recommendations to only send ambulance to BLS non-life-threatening calls.
 - Contract with ambulance for lift assists nights and weekends.
 - Work with Aging and Long-Term Care, adult protective services, church groups and other service organizations to reduce frequent calls for assistance (lift assists, non-emergency calls).
3. Continue staffing daytime Duty Crew:
 - Providing a daytime response, the crew reduces the number of calls per station allowing a member working a regular 40-hour work week in town to not have calls count against their participation requirement levels while away from home at work.
 - Work toward five day/week staffing of two crews one north and one south to reduce response times. Consider contracting with nearby Districts to add a fifth full time Member to the Duty Crew in exchange for daytime response.
 - Develop a pool of trained firefighters from other departments as volunteers to sign up for shifts working on a stipend when we are shorthanded.
 - For single apparatus responses 0600-1500 only tone the Duty Crew unless On-Call response is needed then tone stations.
 - Staff crew with a minimum of two members daily based on available funding.

- In addition to alarm response the Duty Crew is responsible for general operation and maintenance of the District under the Duty Crew Lieutenant.
 - Track alarm location and time of day to determine which stations to staff a duty crew at.
4. Provide the most appropriate service efficiently.
- Not all alarms require a response from WVFD. Automatic aid and ambulance only responses will be determined by proximity and severity.
 - Automatic Aid or ambulance only calls will be evaluated by our Mission statement. Our Mission is preserving and protecting life then property regardless of who provides the service.
 - Review Automatic Aid responses for the previous year to determine how often automatic response generates a false alarm for our Members and its effect on Member turnout. If false alarms affect turnout overall, work with Auto Aid partners to mitigate false alarms and weigh benefit of agreement to the District.
 - Review annual call volume to determine what calls we are dispatched to that we have no effect on the outcome and our response does not lead to meeting our mission. Examples of calls to consider response level changes are power problems, smoke in the area, flooding, and automatic alarms (medical and fire).
5. Public Education.
- Utilize Public Safety Announcements (PSA) to reduce non-emergency calls. Provide the public with who to call for certain incidents outside of 911.
 - Provide community outreach to educate our citizens on our capabilities and limitations.
 - Educate the public on outdoor burning and reduce false alarms caused by controlled burns, continue to tone duty officer for “smoke checks”. When possible, install a live feed camera at Station 51 for dispatch to view smoke calls before toning them out. Work with BOCC to develop an annual residential burn ban for the summer months. Work with Regional Clean Air to not permit residential burning in the summer months.

Objective II: Member Development.

Strategies:

A. Mission, Vision, Values, Culture Training:

1. Promote District culture as it relates to our Mission and PRIDE motto.
Provide monthly talking points related to culture, mission, vision and PRIDE

to be officer led during equipment check drills to improve communication and understanding.

2. Monthly Members discuss rumors, likes, dislikes in an open forum following the Officer led discussions.
3. Empower Members to speak up when another Member regardless of rank strays from our Mission, Values or Culture. The morale of the department resides with our Members, remaining quiet but miserable does not improve our department, members must own the morale and safeguard it from any negative influence.

B. Succession planning for leadership positions:

1. Maintain a healthy organization throughout transitions of key leadership and administrative positions with proactive and positive successional planning.
2. Establish and maintain training and certification requirements for each officer position in District.
3. Make available the required training and certification courses over a three-year cycle.
4. Conduct promotional testing as needed no later than every four years to establish four-year eligibility lists for Station Lieutenant and Station Captain.
5. Maintain a written succession plan for key positions based on projected retirement dates.

C. A minimum of two years prior to the planned retirement of a key position begin the process of identifying key job functions, development of job description for replacement and begin a search for qualified candidates with a goal of having replacements selected up to three months before the position is vacated.

1. Key positions are Station Captain and above.
2. Key positions mentor all eligible members during the two years.

D. 2023 Succession Plan

- **Commissioners:**
Election Years Borst 2023, Eakin 2025, Barham 2027
- **Chief:**
Eligible retirement year 2031 Projected retirement year 2033
Preferred to have an in-house candidate trained to step in. If unavailable must be advertised and testing begun up to a year prior to planned departure.
- **Administrative & Finance Officer:**
Eligible retirement year 2026 Projected retirement year 2032
If Office Assistant is capable, change position to fulltime in 2027 to learn the role of Admin/Finance prior to departure if budget supports.
- **Deputy Chief:**

Eligible retirement year 2021 Projected retirement year 2031
Required to have 5 or more years at Captain or higher level, plan to hire a Captain by 2026 if budget can support.

- **Station 51 Captain:**
Eligible retirement year 2028
- **Station 52 Captain:**
Eligible retirement year 2046
- **Station 53 Captain:**
Eligible retirement year 2033
- **Station 54 Captain:**
Eligible retirement year 2036
- **Support Services Captain:**
Eligible retirement year 2026
Maintain a cadre of Lieutenants at each station continuing training and education in fire service leadership capable of stepping in when a Station Captain retires.

E. Determine Key Functions of leadership positions:

1. Review and update job descriptions to reflect actual work performed every four years in conjunction with promotional testing.
2. Capturing all functions of each position into one complete document will serve to identify key job functions for each position.

F. Share institutional knowledge with staff members:

1. Include members of the staff in capital project planning and development of the business plan and budget.
2. Include members of the staff in county-wide planning sessions.

G. Provide certification and education to staff members to fill roles above:

1. Encourage staff members to gain certifications for the next level in the organization.
2. Encourage staff members to take advantage of fire service education to assist them in current positions and possible advancement.
3. Provide on-the-job training to assist in understanding all positions in the Department.

H. Develop Company Officers:

1. Provide mission focused officer development refresher training monthly.
2. Focus on officer/firefighter communications and leadership training.
3. Continue every three years teaching officer development academy to new and perspective officers.
4. Develop officers to be accountable to our Mission and core values, specifically train on Mission and values.
5. Evaluate the effectiveness of each Officers leadership style to improve overall leadership.
6. Officers that are unable to lead not only on the fireground but in the station will need to step down from their position.

7. Bring in leadership courses for our Officer cadre.

I. Develop all Members:

1. Provide opportunities for Members to be involved in day-to-day operations with increasing responsibility as they grow.
2. Provide training opportunities in different aspects of operations, leadership, public education and firefighter training.
3. Utilize Training Committee Members at each station to lead their station during training drills where the Department training officer is not at drill.
4. Focus on education and training that leads to certification (FFI, II, Officer I, II, Instructor I, II etc.). Require IFSAC testing for all new recruits and current Members to encourage certification. Announce all IFSAC testing opportunities, work toward IFSAC FFI certification for all members.
5. Utilize our training center to bring in operational, leadership and safety classes available to all Members on a quarterly basis.
6. Focus on realistic relevant training that improves proficiency and capabilities of all members tied to an ap based task book covering the basic functions of firefighting to be completed annually to show proficiency.
7. Encourage members to know all jobs and work toward the next level of certification, training, and education. Utilize a flow chart by year of where each member should be in their training and education for continuous improvement.
8. Provide tender operator training at all stations, hold more driver/operator related drills and training sessions. Focus on certifying driver/operators within 2 years of joining.
9. Emphasize physical fitness for all members through incentives, provide workout facilities and specifically designed workouts for Members to improve our overall health and fitness level.
10. Educate Members on responder mental health and provide support when necessary. Counselor and Chaplain to visit regularly with each station to familiarize everyone with them and evaluate what educational needs we have.

Objective III: Recruitment of On-Call Members.

Strategies:

A. Paid on Call Hiring Schedule:

- Bi-Annual Hiring Application Deadlines: May 31 & Nov 30
- January Medical Physicals for Nov applicants
- February Advanced First Aid for Nov applicants
- March- Wildland Firefighter II class (both May and Nov applicants)
- April Wildland Firefighter II class (both May and Nov applicants) Recruiting for May Ap's
- May 31st Applications due. Recruiting for May Ap's

- June Interviews/Physical Ability May's applicants
- July Medical Physicals for May's applicants
- August Advanced First Aid for May's applicants
- September- Structural Academy (both May and Nov applicants) Recruiting for Nov Ap's
- October- Structural Academy (both May and Nov applicants) Recruiting for Nov Ap's
- November- Structural Academy (both May and Nov applicants)
- December Interviews/Physical Ability for Nov applicants

B. Recruitment advertising:

1. Hold recruitment drives on weekends at Stations and local establishments.
2. Provide information regarding what we do and how we do it to all applicants and utilizing social media.
3. Use available media to recruit. Consider media training days with other Districts where all media is invited to participate in live fire training.
4. Advertise the ability to get in the door for a full-time career utilizing certifications gained by joining WVFD.

C. Perform targeted recruiting for new members to be selective:

1. Recruit for values, beliefs, integrity as it fits in with District culture.
2. Emphasize recruiting members that will remain in the Department for five or more years to recoup training costs.
3. Share Recruit training schedules with other departments to allow for a Recruit to make-up a missed class at another class like OTEP make ups.
4. Review physical requirements to ensure recruits are not intimidated or excluded.
5. Hold recruitment drives/booths at West Valley events, specifically in areas of the District we have the most openings.

D. Strengthen high school Cadet program:

1. Recruit Juniors and Seniors to serve as Cadets.
2. Continue dialogue with School District regarding CTE class.
3. Provide opportunities for Cadets to be involved in all functions of the District.

E. Selection process:

1. Invite all potential new members to their station for a meet and greet during equipment check drill prior to interviews. Discuss time commitments and dedication with prospective Members, hold a Q&A session at the meet and greet where prospects can ask current members questions.
2. Quality over quantity, selection of the right people is more critical than having the most people.
3. Test potential recruits to determine if their values, beliefs, and integrity match that of the department culture.
 - Review medical physical testing to review psychological capabilities.

- Physical test for claustrophobia.
- Provide training for all members evaluating potential recruits.
- Provide new Members with an employee handbook.
- Bi-annual hiring requires a strong task based mentoring program that includes task books for completion throughout the year to stay on track. When issuing PPE to new recruits prior to receiving training the PPE and/or passports must differentiate from active trained firefighters such as blue helmets or stripes.

F. Update written recruitment plan annually:

1. Annually update written recruitment plan to develop strategy for recruiting successful new members.
2. Evaluate past recruitment benefits.
3. Provide a booklet for prospective members that covers our culture, who we are, what to expect from us and what we expect from members.

Objective IV: Maintain sufficient administrative staffing to manage members.

Strategies:

A. Evaluate member needs vs. staff availability:

1. Based on our ability to meet our Mission and manage the needs of our Members. Evaluate the need for an additional staffing for response, maintenance, or other needs.
2. Hire replacements in time to train prior to projected retirement dates, this could lead to times of over-staffing in the short term, however it will pay off in the long term with continuity of operations.

B. Provide Service for Members:

1. Administrative staffing exists to support our on-call members.
2. Handle issues for on-call members during the work week they are unable to handle while at their regular job.
3. Stay in touch with members by participating in training, drills, and alarms.
4. Provide opportunities for members to grow in their position.
5. All staff provide leadership to on-call members regardless of rank or position.

Strategic Priority 2: Financial management and accountability.

Strategic Issue: Maintain a strong financial position for the District through effective policies/management practices with regard for cost-benefit, efficiency, and impact on District taxpayers.

Goal: Meet the financial needs of the District while ethically and accurately managing the financial resources of the District in accordance with State and County laws.

- **Forecast capital expenditures through a Capital Improvement Plan and match the plan to the Capital Fund. Annually during budget creation review Capital Improvement Plan for necessary purchases, the next year as well as 3 years out to adjust the Capital Fund.**
- **Seek grant funding to offset expenses in both personnel and equipment, using the Capital Improvement Plan apply for all grants we qualify for.**
- **Maintain fiscal accountability for clean audits, monthly apply a check and balance process to all expenditures.**

Objective I: Annually update the Capital Improvement Plan to encompass the lifespan of all major equipment, apparatus, and buildings.

Strategies:

A. Utilize recognized standards for improving and replacing capital assets.

1. For this plan a combination of the District's Strategic Plan, WSRB's grading schedule and WAC 296-305 are used as industry standards. (www.wsrb.com, <http://apps.leg.wa.gov/wac/default.aspx?cite=296-305>)
2. Recommended standards for fire protection and emergency services issued by the National Fire Protection Association (NFPA) are important considerations. Many NFPA standards are incorporated into Washington Administrative Code 296-305 Safety Standards for Firefighters.
3. The Washington Survey and Rating Bureau (WSRB) evaluates communities across the state and establishes the protection class grading for the community on a scale of 1 through 10. The fire department is reviewed for distribution of companies/stations, response to alarms, equipment, pumping capacity, maintenance, reserve apparatus, personnel, and training.

B. Invest in preventative maintenance.

1. Annually staff will tour each station prior to budget development to review building and apparatus needs for a pro-active response to potential problems.
2. Maintain a maintenance schedule for all buildings and systems within each building for preventative work.
3. Fix small problems before they become large expensive problems.

C. Utilize bonds for major purchases.

1. The escalating cost of apparatus and equipment paired with inflation in all areas of purchasing may require purchasing equipment utilizing bonds rather than saving out of the general fund. The CIP is developed to offset large expense years with a few years of lower expenses to rebuild the Capital Fund, however, if the cost of goods and fuel rise faster than the District budget the amount of money available for the Capital Fund decreases annually making purchases out of the fund near impossible within 10-15 years if not sooner.
2. Forecast the Capital Fund against upcoming projects, if funding will fall short consider lumping several projects together under one bond.
3. Bond repayment must not exceed the life of the purchased item.
4. Any Commissioner approved bonds to be paid out of the general fund.
5. Voter approved bonds must be weighed against political climate and need for levy lid lifts.

Objective II: District to provide input to growth in West Valley.

Strategies:

A. Lobby against changes to the Urban Growth Area Boundary.

1. At the last review of the Urban Growth Area (UGA) for the City of Yakima (August 2016) it was determined the current city limits can accommodate 36 years of projected growth and the unincorporated UGA can accommodate an additional 62 years of projected urban growth.
2. Yakima County Planning Division in accordance with the Growth Management Act designates urban growth areas for cities within our County. Yakima County found that urban growth projected for the succeeding 20-year period can be accommodated with Yakima's current UGA that no changes were necessary.
3. Based on the land capacity analysis and current zoning it is determined the city would fill in its current boundary in 2052 and fill in the current UGA by 2114. The District needs to continue to lobby against UGA boundary changes as they are unnecessary for the foreseeable future.
4. The next review of the UGA will take place 2025-2026.

B. Assist landowners with zoning changes.

1. Many areas of the Fire District fall under zoning for Agriculture (AG), Valley Rural (VR) or Rural Transitional (RT). Some zoning changes would allow for property to be broken into smaller lots for development.
2. RCW 36.70A.030 (16) "Rural development" refers to development outside the urban growth area and outside agricultural, forest, and mineral resource lands designated pursuant to RCW [36.70A.170](#). Rural development can consist of a variety of uses and residential densities, including clustered residential development, at levels that are consistent with the preservation of rural character and the requirements of the rural

element. Rural development does not refer to agriculture or forestry activities that may be conducted in rural areas.

3. As a property tax-based agency in rural Yakima County the District needs to encourage rural development where possible to increase assessed value of vacant lands zoned agriculture yet not used for agriculture.
4. Zoning changes would lead to increased growth in the District in areas outside of the UGA.

C. Annexation.

1. Work with the City of Yakima Planning Division regarding any potential annexations larger than a single landowner petitioning to join the City.
 - a) Annexation has slowed considerably.
 - b) The City is interested in filling in their border before expanding.
 - c) The most likely annexation areas are where sewer lines are already located and typically vacant land.
 - d) The City has ended the practice of extending annexations to capture more land while maintaining 60% outside utility agreements.

D. Housing.

1. Work with Yakima County Planners regarding station location related to proposed housing projects for ingress, egress and nearest fire station.
2. Work with Yakima County Planners regarding location of H2A housing and ensuring assessed value of land containing H2A housing is accurate.
3. Consider impact fees for large housing developments to include land for future stations.
4. In the event of a housing crisis, the District will consider building or purchasing affordable housing to rent to members to remain on-call.

Objective III: Levy Rate.

Strategies:

A. Legislative Priorities 1% lid limit:

1. Protect fire district tax authority from any reform measures that impact property tax rates.
2. Work with State Commissioners and Chiefs Associations to encourage restructuring the 1% lid limit to a system based on inflation comparable to how the legislature is approaching education funding.
3. Work with legislature to reduce the damage Tax Increment Financing (TIF) has on fire district budgets and closely monitor and potential TIF's within our boundaries.

B. Annually review the tax rate generated by the budget:

1. Ensure the District is not "banking" public money, all funds generated continue to support the Strategic Plan, Business Plan, Capital Improvement Plan, or annual operating expenses.

2. Compare the annual budget to previous year's CPI for goods and services to ensure the District can financially support operations before expanding or adding new programs.
3. Based on operational needs, rising CPI, and lowering cost per thousand annually consider the need to reduce services or request a levy lid lift from voters to maintain or improve service.
4. Review budget annually to ensure expenses match the level of service requested by citizens through surveys.
5. Evaluate all programs for cost/benefit including personnel and wages.

C. Incident Cost:

1. Comparing incidents to District Mission, incidents that do not fit under our Mission should be reduced or eliminated, possibly contracting the service to other agencies.
2. The average cost of each incident including dispatch fee, labor, fuel, maintenance, insurance, overhead and consumables from 2016-2018 was:
 - a) Structure fire \$1274.11
 - b) Vehicle fire \$631.74
 - c) Brush fire \$1422.90
 - d) EMS \$427.85
 - e) Motor vehicle collision \$567.55
 - f) Service call \$423.26
 - g) Good intent \$608.83
 - h) False alarm \$436.95
 - i) Hazardous condition \$537.83
 - j) Mutual/Auto aid \$484.70
3. The number of incidents affects operational capabilities which drives staffing, funding, and resource management. Additionally, reducing incidents assists with retention of Members in good standing.

D. EMS Funding:

1. Annually review the county-wide EMS levy formula distribution to ensure accuracy and fairness to our taxpayers.
2. Ensure EMS funds are appropriated for EMS eligible budget items.

E. Alternative Funding:

1. As the 1% lid lift limit erodes the District taxing authority, the District will need to look for alternative funding sources to meet our Mission and the public's expectations.
 - a) Goods and services continue to rise faster than the 1% limit, as costs rise the District will need to determine if there are cost savings available, services that can be reduced or alternative funding sources available.
 - b) Levy lid lift, voter approved bonds, special levies or service fees are all potential funding sources.

- c) Any funding source that comes from our constituents must provide a direct benefit to our customers and the need be clearly articulated to our constituents to be successful.
- d) Grant funding see Objective IV.

F. External Environment:

- 1. Levy rate changes require public education regarding the District’s financial position and challenges.
- 2. Levy rate factors:
 - a) Other special districts levy rates and bonds must factor into the overall tax burden on our citizens.
 - b) The median household income and ability to afford a levy increase. The median household income in 2023 in our District is \$71,900.
 - c) Average assessed property value. The average home value in District in 2023 is \$393,400.
 - d) Current economy.

G. Economy

- 1. Inflation has affected every portion of the District budget from 2021-2023, the rate at which inflation is occurring is difficult to budget for, until the economy stabilizes subsequent budgets must factor in actual 2023 cost plus 5% for goods and supplies and 10% for fuel. Budgeting against inflation may result in utilizing reserve funds to create a balanced budget.
- 2. Rising fuel prices are of concern to the District with no viable option to go electric in fire apparatus currently. The fuel budget must be monitored quarterly to determine if adjustments to training activity, apparatus type used for calls and travel need to be adjusted to reasonably fit the fuel budget. Reducing fuel consumption must not reduce our ability to meet our mission with well-trained firefighters, should fuel rise out of control cuts to other areas of the budget or utilizing reserve funds to offset costs will be necessary.
 - a) Work with legislature to include Emergency Services in the exemption provided for the climate law’s carbon fuel taxes on food production and transportation.

Objective IV: Aggressively apply for available grant funding.

Strategies:

A. Utilize available grants to offset costs in all areas of the budget.

- 1. Apply for grants to cover the cost of capital projects to stretch Capital Fund and free up money for personnel costs and unforeseen expenses.
- 2. Staff will regularly monitor and apply for open grant opportunities we are eligible for.
- 3. Attend grant writing seminars.

4. Major projects such as communications system overhauls and SCBA apply for regional grants with our partners where feasible.

Objective V: Fiscal Accountability.

Strategies

A. Retain Members to save on initial training, outfitting and HR costs.

1. Research ways to keep On-Call Members active to reduce the need to continuously train new members.

B. Maintain appropriate checks and balances for all financial transactions.

1. The Administrative and Finance Officer maintains the books with the Fire Chief monthly reviewing all accounts, bills, and balances to ensure no one person controls the finances.
2. The Board of Fire Commissioners approves all bills to be paid monthly based on the established budget to ensure the District stays within budget.
3. Mid-year analyze the budget for over and under expenses, provide information to Commissioners and Management Staff.

C. Every three years provide the Washington State Auditor's Office all information for a complete audit.

1. Make appropriate changes to business practices prior to an audit based on suggestions/findings from other fire department audits in the state.
2. Consider a financial audit to improve the District's borrowing capabilities.
3. Hold an exit interview post audit to understand all accounting practices are within state guidelines.

D. Partner with public agencies to generate revenue and save taxpayer dollars.

1. Consider renting vacant space to public entities.
2. Consider the vacant land west of Station 51 for another public agency to utilize for building or rented out to local farmers or sports associations to generate revenue.
3. Partner with other departments and contracted ambulance company for group purchasing to receive better pricing on consumables and equipment.

E. Purchasing.

1. Utilize State bid accounts for qualifying equipment purchases.
2. Research both government and private purchasing contracts to determine if savings on consumables and equipment is possible through cooperative purchasing.
3. EMS alarms are 60% of our call volume, work to establish a county wide purchasing agreement or supply warehouse.

F. Accounts Payable.

1. Monitor costs associated with County A/P and develop trigger points for when the District will develop a complete check and balance for A/P checks as well as a system for printing and mailing checks.

G. Policies.

1. Review all fiscal policies to update, remove ineffective, add new or determine if they should be a Standard Operating Guideline rather than policy.

Strategic Priority 3: Infrastructure management.

Strategic Issue: Manage resources to ensure our staffing, facilities, apparatus, and planning keep pace with current and projected changes in the community; ensuring efficient, well-placed facilities are located to meet the service demand and community response expectations.

Goal: Provide enough stations and apparatus strategically located throughout the District to meet 8-minute response one mile from a station to all areas of high growth, population and commercial areas in the District as well as provide and maintain efficient and effective apparatus and equipment to safely carry out the mission of the department.

Objective I: Facilities.

Strategies:

A. Facilities General:

1. Base station locations on the availability of enough housing in the area for staffing with on-call members.
2. Station locations drive development regarding subdividing property for residential development, in some cases a station may be required before the area can be developed to support the station.
3. Two identified station locations are Cottonwood Rd and Hubbard Rd area and Ahtanum Rd and Sagebrush Heights.
4. Where possible extend roads or install gated access to utilize current fire stations to shorten the distance to developments and commercial properties. 96th Ave through to Occidental, North Cottonwood to Falcon Ridge.
5. Conduct station location studies every 10 years. Study to focus on available responders, emergency response history and forecast, response distribution and performance outcomes. Next review 2030.
6. Stations should be comfortable for members with typical amenities found in fire station day rooms.
7. Stations should be maintained to be visually appealing to the public yet functional for fire department response.
8. To ensure continuity of operations during natural disasters, stations should be outfitted with emergency generators.
9. Preventative maintenance is the key to cost reductions and long facility life. A member of the admin staff shall visit each station during daylight hours monthly to look for any emerging issues with landscaping, buildings, and parking lots.
10. Workout facilities provided in the stations to keep members in District while improving physical fitness.

11. Office space for District Officers to conduct Department business is required.
12. Enough bay space to house all apparatus indoors is a priority. Station 54 apparatus bays are too short for all our Type I engines except for Engine 54, if Engine 54 breaks down we cannot backfill the station with a reserve engine due to the size of the bay. Extend bay or have a suitable reserve.
13. Suitable dayroom space is required for the planned number of members at each station.
14. All stations require equipment decontamination facilities.
15. Station construction and updates should focus on carcinogen exposure reduction, where possible hard surfaces instead of carpet should be used as well as positive air pressure in day rooms.
16. Future changes to facilities should include provisions for charging electric vehicles both of Members and apparatus.

Objective II: Apparatus.

Strategies:

A. Apparatus General:

1. Maintain enough apparatus necessary to meet the operational needs of the District including reserve apparatus. Enough manpower to staff apparatus located at each station is critical to getting apparatus to incidents.
2. Maintain apparatus and systems to NFPA and/or manufactures recommendations.
3. All apparatus will meet or exceed all recognized State and National standards for inspections, testing, fueling and emergency repair or emergency vehicles.
4. Pre-plan replacement so specifications are written and out for bid greater than 365 days before an apparatus is scheduled to move to reserve.
5. All apparatus will be equipped with adequate hose, nozzles, SCBA, radios and other equipment to assure safe operations to achieve Department performance objectives in compliance with industry standards.
6. Maintain sufficient engine pumping capacity within five miles driving distance from all commercial and industrial areas to provide fire flow as specified by the Washington State Survey and Rating Bureau.
7. To the extent possible equipment storage location on each apparatus type should be standardized for members to know location regardless of apparatus.
8. Build dual purpose apparatus like a Brush/Rescue unit whenever possible.
9. Contract heavy equipment for operational use in large fires.
10. Build brush trucks with front mount monitors to accommodate smaller crews' effectiveness.
11. Certified Staff in Emergency Vehicle Technician.

B. Replacement Schedule:

- | | |
|-------------------------------|-------------------------------------|
| 1. Fire Pumpers | 20 Years refurbish or replace. |
| 2. Water Tenders | 25 Years refurbish or replace. |
| 3. Emergency Medical Vehicles | 15 Years refurbish or replace. |
| 4. Command Vehicles | 80,000 Miles replace or reallocate. |
| 5. Support Vehicles | 80,000 Miles or as needed. |
| 6. Brush Trucks | 15 Years refurbish – (New Chassis). |

Objective III: Equipment.

Strategies:

A. Personal Protective Equipment:

1. Maintain equipment according to NFPA and/ or manufacturer specifications.
2. Track all equipment replacement dates and repairs in reporting software.
3. Provide the safest equipment possible for our members.
4. Issue individual SCBA masks to members for safety and sanitary reasons.
5. Hydro-test SCBA bottles every five years.
6. Flow test and inspect all SCBA and masks annually.
7. Maintain enough SCBA and spare bottles to equip all response apparatus first out and reserve.
8. Develop a SCBA replacement plan five years prior to expiration of bottles in 2027 with funding source.
9. Monthly inspect all equipment to ensure working order.
10. Maintain enough hose to meet WSRB minimums on apparatus and in reserve.
11. Provide spare sets of turnouts at each station to encourage members to decontaminate PPE immediately following carcinogen exposure without fear of being out of service. Working toward providing all Members a spare set.
12. Provide spare hoods and gloves for an exchange program at each station to limit carcinogen exposure.

Objective IV: Technology.

Strategies:

A. Communications/Dispatch:

1. Radio pagers remain the most effective way to notify members of alarms a county wide radio system will need a conventional VHF system for paging.
2. Upgrade radios based on the dispatch center's recommendation.
3. Maintain 115 radio pagers or other means of reliable member alarm notification devices, 50 portable radios and 24 mobile radios.
4. Maintain enough spare mobiles, portable and pager radios to utilize while first out equipment is being repaired at the factory.

5. Seek out and utilize the newest technology for alarm notification and inter-department communications using mobile phones.
6. Monitor and participate with all emergency services in Yakima County to plan a county wide radio network that includes infrastructure, software, hardware, and a funding mechanism.

B. Spillman:

1. Continue to evaluate Spillman for its ability to meet the needs of the fire service.
2. The ideal CAD system will calculate response times and send appropriate level of service based on call type and travel time.
3. Work with all fire agencies dispatched by District 5 to determine if a system change needs to be made to meet the needs of County fire departments for CAD dispatching.

C. Reporting System:

1. The District to report alarms to NFIRS and WEMISIS as well as track training, maintenance, and inventory through reporting software.
2. On Scene reporting will move to paperless utilizing tablets on scene to directly input alarm information into reporting system on scene with a goal of being paperless in 2024.
3. Maintenance and equipment inspections where possible will be inputted into the system in 2024.

D. Tablets:

1. When available provide rugged tablets for use on the scene for incident reports, which tie into our main reporting system.
2. Increase available tablets on first out apparatus for on scene reporting.

Objective V: Organizational Response:

Strategies:

A. Members:

1. Maintain sufficient staffing at each station available 24/7/365 to adequately respond to all alarm types.
2. Utilize the best staffing model to meet Mission, part time paid on call, volunteers, resident program, sleeper program or an on-call program. Any changes in staffing types require understanding from current Members.
3. When planning a new station start recruitment process early to have responders trained prior to station going online.
4. Train members in all aspects of all-risk fire service.
5. While retention is a number one priority, we still must remove underperforming members in a timely manner.
6. Encourage members to respond at night and anytime they are available.
7. Maintain appropriate partnerships with neighboring fire departments, Department of Natural Resources and Bureau of Indian Affairs for response. Closest resource aligns with our Mission, we don't have to be

the ones to answer the call to meet our Mission of preserving and protecting life then property.

B. EMS/Rescue:

1. Provide quality BLS service through a mix of Emergency Medical Technicians and Advanced First Aid members.
2. Work with partners to develop a county-wide EMS system for 911 transport ambulances that ensures transport ambulances are available for projected call volume.
3. A mix of ALS/BLS transport ambulances shall be located to meet WAC 246-976-390 (7) *Ground Ambulance Service Response Time Requirements*: Verified ground ambulance services must meet the following minimum agency response times for all EMS and trauma responses to response areas 80% of the time within urban areas **10 minutes** or less, suburban areas **20 minutes** or less, rural areas **45 minutes** or less and wilderness as soon as possible.
4. Ensure the county-wide EMS system is appropriate for call type and volume, consideration given to BLS transport ambulances both private and public.
5. Work with county partners to find solutions to minor EMS 911 calls that are not emergencies and don't require ambulance transport or response from fire.
6. Develop a system for ambulance transport within our boundaries working with a private ambulance company.
7. Contract lift assists for evenings and weekends.
8. Monitor the distribution of the county-wide EMS levy distribution to determine the need for the District to request changes and/or run our own levy.
9. Maintain one transport capable rescue in District.
10. Pre-plan response through CAD dispatch to provide the appropriate response level for quality patient care to all alarm types with consideration to ALS/BLS response and need for fire response.
11. Utilize air ambulances where necessary for the best patient outcome.
12. Provide mental health awareness training to include responder safety when responding to patients in crisis, training to include de-escalation techniques and self-defense tactics for Members to protect themselves in potentially violent situations.

C. Structure Fire:

1. Ensure staffing, equipment and apparatus are available 24/7/365 to adequately respond to fires in residential and commercial properties.
2. Pre-plan response through CAD dispatch to provide the appropriate amount and type of apparatus dispatched to fires have the appropriate fire flow capabilities on the first alarm.
3. Pre-fire plan all commercial buildings and have available on scene.

4. Maintain appropriate mutual and automatic aid agreements to handle escalating incidents.
5. Maintain an elevated master stream response to commercial fires.

D. Wildland Interface Fire:

1. Ensure staffing, equipment and apparatus are available 24/7/365 to adequately respond to wildland interface fires.
2. Provide education and mitigation for property owners to improve defensible space.
3. Work with partners to develop Fire-Wise communities and encourage fuel mitigation programs.
4. Develop members from Firefighter I, Engine Boss up to NWCG Strike Team Leader.
5. Maintain a sawyer program to mitigate hazard trees on fire incidents.
6. Work with WADNR and BIA Fire to mitigate fires in urban interface areas.
7. Participate in state mobilization fires to provide experience for members and revenue for the District.
8. Improve wildland urban interface firefighting capabilities with equipment for fuel reduction and firefighting.
9. Annually determine what air resources are available for response, how to request them and how they will be funded.

E. Support Services:

1. Ensure staffing, equipment and apparatus are available 24/7/365 to adequately provide on-scene firefighter rehabilitation.
2. Ensure staffing, equipment and apparatus are available 24/7/365 to adequately provide on-scene breathing air support.
3. Develop Support Members in EMS, carcinogen reduction and SCBA maintenance.

F. Special Emergencies:

1. Train members to handle special emergencies.
 - a) Hazardous Materials including electric vehicles.
 - b) Power emergencies.
 - c) Drug labs.
 - d) Explosives.
 - e) Solar panels.
2. Combine several subjects into one drill night for each station, the drills should follow the Department SOG's.

Objective VI: Inner-Agency Cooperation:

Strategies:

A. It is the intent of YCFD12 to maintain a cooperative working relationship with all service providers, specifically the following agencies:

- a) All bordering fire departments- Response through mutual and automatic aid, fire investigation and training.

- b) Law Enforcement (YSO, YPD, WSP, ATF)- Response, facility use and training.
- c) Bureau Indian Affairs- Response on jointly protected lands and training.
- d) Washington Department of Natural Resources- Response in jointly protected lands, training, equipment procurement and facility use.
- e) Yakima EMS office- Training, levy funding and protocols.
- f) Valley Fire- Dispatching.
- g) SunComm- 911 call center.
- h) Private ambulance- ALS/BLS patient transport.
- i) Yakima County Search & Rescue- Response to wilderness areas.
- j) Yakima County Office of Emergency Management- Training, Planning and disaster response.
- k) West Valley School District- Planning, facility use, Cadet Program.

Objective VII: Maintenance & Repairs:

Strategies:

A. Train Members in proper maintenance of equipment, apparatus, and stations.

- a) Provide ongoing training for Members to understand all aspects of maintaining equipment, apparatus, and stations for preventative maintenance.
- b) Ensure Members understand the importance of maintenance as well as how each item works.

B. Monitor repair costs.

- a) Review annual cost of routine repairs vs cost to hire a mechanic.
- b) For major repairs review the Capital Improvement Plan for the life remaining of apparatus/equipment before initiating repair.
- c) As apparatus age review cost to maintain and repair vs. value to department.

Strategic Priority 4: Community Engagement.

Strategic Issue: Ensure the District meets community expectations for operations, fiscal accountability, and public education.

Goal: Identify level of satisfaction, opinions, and priorities of the community in addition to community awareness of current and proposed programs and capabilities. Provide opportunities for community involvement in District activities.

Objective I: Citizen Review and Evaluation

Strategies:

A. Community feedback:

1. Utilizing tablets or paper copies solicit community feedback at Fire Department events, school district events, community events and from civic groups.
2. Surveys should take less than 5 minutes to finish yet provide meaningful information to the Department.
3. Utilize social media to conduct polls and surveys.
4. Consider a raffle attached to completed surveys to pique interest.

B. Annually prior to updating the Strategic Plan solicit community feedback.

1. Utilizing the District newsletter and social media, invite the public to provide comments on fiscal accountability, public information, and public education to ensure our Mission meets public expectations.
2. The information provided will be used to guide budget, policy, and future planning.

C. Review performance objectives for response.

1. Review annual operations report for response times, call volume and call type to ensure we are meeting response objectives and developing operational plans that match the call volume.
2. Response objectives:
 - a) WAC 246-976-390 (6) Aid Service Response Time Requirements of a verified aid service: Arrive at emergency medical situations 80% of the time within the suburban area in **15 minutes** and **45 minutes** in our rural areas from time of notification prepared to deliver basic life support until advanced life support arrives.
 - b) District PERFORMANCE MEASURE FOR EMERGENCY RESPONSE: It is the goal of YCFD12 to have the first arriving unit on a fire scene within **one mile** of a station arrive within **8 minutes** of notification 70% of the time. The response time will be increased by **2 minutes** for each additional mile from a fire station.
3. Utilize technology to correctly track incidents in reporting system to measure response objectives.

4. Monthly review alarms to determine the nature of incident and mitigate false alarms.
5. For fire responses annually compare response to NFPA 1720 Table 4.3.2 Staffing and Response Time for rural areas, 6 Members on scene within 14 minutes of dispatch 80% of the time.

Objective II: Performance Comparisons with Districts.

Strategies:

A. Conduct a review of performance comparison of fire districts with similar characteristics in odd years.

1. Compare incident count, fire, EMS and other.
2. Compare WSRB rating.
3. Compare Budget with population, area, assessed value and stations.
4. Compare staffing, on-call members, volunteers, full-time, etc.

B. Participate in the Washington Fire Commissioners Association Wage and Benefit Survey.

1. Only participants in the survey can access the data.
2. Use data from the survey to ensure the District is comparable to similar size Districts in wages and benefits offered to all members.

C. Review District WSRB rating every five years for comparison and prepare for next evaluation. 2023 re-evaluation.

1. Use WSRB rating as a tool for improving fire protection within our community.
2. WSRB provides the Department with a list of areas to improve fire protection. This list will be utilized to ensure equipment is available and maintained to provide sufficient fire protection in our community.
3. Decisions regarding staffing and purchases may be made utilizing WSRB to help understand the level of fire protection that we will be capable of providing following the decision.
4. Consideration will be given to costs associated with WSRB rating improvements for items that benefit single family residences.
5. As a tool the WSRB rating shall be compared against industry standards for EMS response, ambulance response, fire response, dispatching, NFPA and WAC standards.

Objective III: Public Relations.

Strategies: Annually update the strategic communications plan that includes the following elements.

A. Based on current or future need to disseminate specific information, create a common message across all platforms.

1. Message should include:
 - a) Who we are and what we do regarding our Mission.
 - b) Why the issue is important to our citizens and District.

- c) Challenges facing the District.
- d) Solution to these challenges.
- e) Education for the recipient.

B. Provide Education.

1. The District shall educate our citizens in the following subjects:
 - a) District funding mechanisms and challenges.
 - b) District boundaries include roadside signs.
 - c) Overall response capabilities with expectation vs. reality.
 - d) When to call 911 and what a true emergency is.
 - e) Fire and life safety.
 - f) Courses such as CPR, Safe-Sitter, and proper safe car seat use.
 - g) Offer the Safe-Sitter Home-Along program early in the school year when kids tend to stay home after-school.
 - h) Work with the Fire Marshal and Community groups interested in creating Fire Wise communities.
2. Firsthand educational interactions:
 - a) Open house- during events open stations to the public as an open house. Consider rotating some events to Stations other than 51 to get more traffic at each station.
 - b) Community events- partner with the Association to hold community events that include a specific message to the captive audience.
 - c) Public meetings/presentations- When the District has a specific need to disseminate information host public meetings and/or attend local civic group meetings.
 - d) Create opportunities to engage the community in fire prevention.
 - e) Seek out opportunities with West Valley School District.
3. Written Communications:
 - a) Utilize the quarterly District newsletter to provide up-to-date information about the District as well as upcoming events/issues.
 - b) School flyers- send home flyers with students approved through the District regarding events/issues.
 - c) Utilize a direct mailing sparingly for critical issues.
 - d) Newspaper, letter to editor, opinions section and PSA's.
 - e) Station reader boards.
4. Media:
 - a) Incident/event/issue press releases.
 - b) Public Safety Announcements.
 - c) Develop relationships with local media to be the go-to department for information.
 - d) Invite media into stations to highlight the Department, hold training sessions for media to learn the job.
5. Technology:

- a) Keep District web site updated with current issues and information in a user-friendly format. Annually complete a full review of all pages on our website to purge and update information.
 - b) Expand social media platform to provide one-two messages per week to subscribers.
 - c) Create an on-hold message for main station phone calls specific to our message.
6. Advertising:
- a) Utilize public education boards in front of all stations to share fire safety information, upcoming events and solicit community feedback.
 - b) Utilize public use of Training Center and Tampico Community Center to share safety information, upcoming events and solicit community feedback.
 - c) Use reader boards at each station to share a common message.
 - d) Create signs or banners to highlight events and needs.
 - e) Utilize paid advertising sparingly based on the message.

Long Range Vision of the Strategic Plan:

- Remain an on-call fire department with full-time support.
Measurements- Consistently meet response goal. Apparatus appropriately staffed for response type 90% of the time meeting SOG 2-2 Incident Response 3.1 Apparatus Staffing minimums.
- Remain a stand-alone fire district, no mergers, RFA's etc. so long as we are meeting our mission.
Measurements- Funding keeping up with Capital Improvement Plan for equipment/supply needs to meet mission and sufficient personnel to meet service demand. If solicited by another department for any consolidation consideration will only be given to those that improve service in District 12 without financial impact to our constituents
- Measure the District's capabilities against a WSRB 4 ranking and NFPA 1720 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Volunteer Fire Departments.