

Fire Station # \_\_\_\_\_

# Fire Station Based Community Risk Reduction Plan



Date: \_\_\_\_\_

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# **Vision, Mission, Values & Priorities**

In the spaces below, provide the Vision, Mission, Values and Priorities/goals. List the priorities in order of importance.

## **Mission Statement**

What is the department's mission?

## **Values**

What are the department's values?

## **Priorities**

What are the department's priorities?

# Description of Community/Service Area

Add pages as needed.

## Geographic Boundaries

Describe the geographic boundaries of your service area - North, South, East and West.

## Fire/EMS Data

Provide information on fire and EMS calls and incidents in your area. Try to get as much information as you can as to where, why, who, when etc.

**Current Demand/Trend:** How many calls does the station handle? (eg. Call distribution/concentration, call volume by type, percentage of total station calls, percent of total VFD calls, calls per FF, FF per 1,000 population, calls per 1,000 population, 3 year trend)

## **Station Infrastructure**

**Current Service Delivery Model:** How is this the local fire station staffed and how are staff assigned duties? What does citizen foot traffic look like in the station? What apparatuses are available? Etc.

## Demographics

Give a description of who lives and works in this geographic area. Most information can be obtained through national census data. It's useful to include comparison data as well, such as that from the whole jurisdiction of a fire department, the county, a region, state or the nation. Fill in the blank rows with any other demographic data you would like to record. Your station data may be anecdotal.

	Local Area % Station Based	Comparison % To Entire District	Difference
<b><u>Age</u></b>			
Under 5 Years			
5-19 Years			
65 or older			
<b><u>Race/Ethnicity</u></b>			
White			
African American			
Asian			
Native Am			
Hispanic			
Other (1 race)			
Other (2< race)			
<b><u>Education</u></b>			
< HS Education			
HS Graduate			
Associates/Bachelors			
<b><u>Income</u></b>			
Below Poverty Level			
<b><u>Disability</u></b>			
Visual			
Hearing			
<b><u>Language</u></b>			
English			
Spanish			
Other Indo-European			

**Land Use:**

Describe the physical/man- made “nature” of your community. Is your area mostly residential, commercial, industrial, a mix? What is the average age of buildings? What is the condition of critical infrastructure (declining/stable/gentrifying)? What is the percent in urban/suburban/rural zones?

	Description of Local Area
Residential/Commercial /Industrial /Mix	
Avg. age of buildings	
Condition of Infrastructure	
Urban/suburban/Rural	

**Other Land Use Info:**

## **Community Assets:**

List the schools, universities, hospitals, community centers, recreation centers, neighborhood centers, senior centers, assisted living institutions/homes, parks, main businesses, etc. that are in your area.



## **Potential Community Partners:**

Who are you currently working with? What other organizations can help your station be proactive? (External people connected to your community; i.e. community liaisons, neighborhood association liaisons, CERT team\*, business association liaisons, community activists, etc. who you could work with to identify and resolve problems)

\* **CERT Team** = your local Community Emergency Response Team

# Community Risks

List and describe your top five risks, numbered in rank order. The description should be about a paragraph long. Include the data, experience, and/or notions that led you to prioritize this risk.

1.

2.

3.

4.

5.

# Prevention/Mitigation Strategies

After you have brainstormed strategies using the 5 E's (Enforcement, Engineering, Education, Economic Incentives & Emergency Response), assessed the options and ones to implement, list those strategies below in order of the prioritized risk they address. Then in the space below the Strategy name, briefly describe each strategy.

**1. Strategy:**

Briefly describe

**2. Strategy:**

Briefly describe

**3. Strategy:**  
Briefly describe

**4. Strategy:**  
Briefly describe

**5. Strategy:**  
Briefly describe

# Implementation

## Brief Description of Resource Needs

Below, briefly identify the resources needed to implement each of the selected strategies.

- 1. **Strategy:**  
**Resources Needed:**

- 2. **Strategy:**  
**Resources Needed:**

**3. Strategy:**  
**Resources Needed:**

**4. Strategy:**  
**Resources Needed:**

**5. Strategy:**  
**Resources Needed:**

## Staff Skills Needed and Proposed Personnel

Identify the tasks required for these strategies. Think about the skills necessary to complete each task and who is best suited to execute each task. Identify the position and name of the individual that will be asked to complete that task and provide their contact information.

Common Task Areas	Name/Position/Organization	Contact Number/Email
Program manager		
Marketing/Communications -data collection forms, educational materials, marking flyers, posters, surveys etc		
Website/Facebook development and maintenance		
Training		
Public Spokesperson for program		
Presenters/Educators		
School Liaison		
Business Liaison		
Home Visit Staff		
Identification and purchasing of necessary supplies		
Inventory & distribution control		
Quality assurance		
Data collection, storage of data		
Monitoring and reporting of data and progress; and evaluation		



# Monitoring and Evaluation

## Lessons Learned

Can be tracked while implementing and/or solicited from participants after completion of program. Find out what worked and what didn't, and what you would do differently next time.

You can try to track on the tables below or create your own separate tables or documents for this work.

Process	What works

Process	What doesn't work	How did you resolve it?	What would you do differently next time?

## Process Measures

Progress can be tracked daily, weekly or monthly. Identify a few measures that you can regularly collect such as: Number of homes visited, Number of alarms installed, Number of presentations made, Number of classrooms instructed, Number of referrals made, etc. In the table below identify what you will measure, where you will get the data from, how frequently you will collect the data, and what your goals is for a particular time frame.

Your Process Measures	Source	Frequency of Collection	Goal

On a regular basis you will want to be able to monitor activity with something like this:

Date: \_\_\_\_\_

Process Measures	Where you are now	Goal (or where you wanted to be at this time)	% of Goal Accomplished

## Outcome Measures

Outcome measures are longer term measures that enable you to ask what is the impact you want these strategies to have and will you be able to show that change. Some of these take years to really be able to assess. So don't be disheartened if you don't see results immediately.

Some Examples:

- Reduction in the incidence of fires, and fire-related deaths/injuries and property loss (for example per 1000 population or compared to average over last 5 years)
- Reduction in calls and/or incidents responded to due to X (such as elderly falls, poisonings, etc)
- Increase in the proportion of homes who still have functioning alarms after a 6- month or 1 year follow up visit or call.

Your Outcome Measures	Source	What exactly you will measure

The table below is what you would want to be able to report at the end of the effort. Again this should be prepared in a separate document, but it is important to know what you are going for at the very beginning.

Outcome Measure	Goal	Outcome	Goal Accomplished?	Limitations