M E M O R A N D U M

April 25, 2008

TO: Thomas Carr, Fire Chief

FROM: Chris Cihlar, CountyStat Manager

SUBJECT: Follow-up steps outlined in the April 25, 2008 CountyStat meeting.

The following items were discussed during the April 25th follow-up meeting for the Fire and Rescue Services Performance Plan:

1.   Identify and include a representative from MCFRS on the 311 Steering Committee.
      Responsible parties: Offices of the County Executive, Montgomery County Fire and Rescue
                              Services (MCFRS)
      Other parties involved:
      Deadline: May 12th, 2008

2.   Analyze the expenditures for uniform purchases from FY03 through FY07.
      Responsible parties: MCFRS
      Other parties involved: CountyStat, Office of Management and Budget, Department of Finance
      Deadline: June 6th, 2008

3.   Headline Performance Measure #1 – Aggregate and report on the causes for fires not contained to
      the room of origin by collecting and compiling individual fire data and reports.
      Responsible parties: MCFRS
      Other parties involved: CountyStat
      Deadline: June 6th, 2008

4.   Headline Performance Measure #3 – Analyze fire injury data to understand drop in injuries from
      FY05 to FY06 and compare injury rates in Montgomery County with surrounding jurisdictions
      and national trends.
      Responsible parties: MCFRS
      Other parties involved: CountyStat
      Deadline: June 6th, 2008

5.   New Performance Measures – Create three new performance measures to be included in the
      MCFRS performance plan (EMS services, Prevention Programming, and Efficiency).
      Responsible parties: MCFRS
      Other parties involved: CountyStat
      Deadline: June 6th, 2008

6. Conduct analysis of overtime expenditure to determine operational root causes for overtime growth.
    Responsible parties: MCFRS
    Other parties involved: CountyStat
    Deadline: June 6th, 2008

7. Finalize performance plan (Headline measures, Restricting and Contributing factors and Strategies) and return to CountyStat for publication.
    Responsible parties: MCFRS
    Other parties involved: CountyStat
    Deadline: June 6th, 2008

cc: Timothy Firestine, Chief Administrative Officer
     Fariba Kassiri, Assistant Chief Administrative Officer