MEMORANDUM

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 6\(^{th}\), 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 6\(^{th}\), 2008

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