

**PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY NOON, JULY 16, 2009
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING**

OPERATION FIRESAFE OPERATIONAL COMMITTEE & BURN PREVENTION
COMMITTEE

AGENDA

10:00 a.m., July 21, 2009

Association of Central Oklahoma Governments
21 E. Main – Suite 100, Oklahoma City, Oklahoma

- I. CALL TO ORDER
- II. INTRODUCTIONS
- III. CHAIRMAN'S REPORT
- IV. APPROVAL OF MINUTES – May 19, 2009 Meeting ([Attachment IV](#))
- V. OPERATIONAL COMMITTEE TO DECIDE ON NEXT STEP FOR OPERATION FIRESAFE PROGRAM ([Attachment V](#))

INFORMATION: The Operational Committee met in May and participated in a strategic planning exercise led by Neighborhood Alliance Executive Director Georgie Rasco using the Nominal Group Technique. The committee began the process to address the type of actions that the Operation FireSAFE program needs to take to sustain quality as it moves forward.

Action Requested: As a follow-up to the discussion in May, the committee will break into groups and make recommendations as to what the next steps the Operation FireSAFE program will take, and make a group decision as to how to move the program forward.

- VI. COMMITTEE REPORTS ([Attachment VI](#))

INFORMATION: Committee discussions on the following committees:

- A. Fund Development Committee
- B. Program Development Committee
- C. Public Education Committee
- D. Mental Health Committee

Action Requested: Discussions.

- VII. NEW BUSINESS
- VIII. ADJOURNMENT

OPERATION FIRESAFE OPERATIONAL COMMITTEE
& BURN PREVENTION COMMITTEE
MINUTES
May 19, 2009

The third meeting for the calendar year of the Operation FireSAFE Operational Committee convened at 10:10 a.m., May 19, 2009, in the ACOG Conference Room, 21 East Main, Suite 100, Oklahoma City, Oklahoma. The meeting was held as indicated by advance notice posted at the ACOG offices at least twenty-four (24) hours prior to the meeting.

PRESIDING

Darryl Troupe, Norman Fire Department

PRESENT

Jeff Keester, Del City Fire Department
Casey Rooney, Midwest City Fire Department
Robert L. Randolph, II, Midwest City Fire Department
Tim Snyder, Midwest City Fire Department
Terry Hamilton, Nichols Hills Fire Department
Tim Adams, Oklahoma City Fire Department
Robert E. Branson, Shawnee Fire Department
Todd Watkins, Shawnee Fire Department
Earnest Baxter, Tinker Air Force Base Fire Department
Galen Owens, Tinker Air Force Base Fire Department
Lois Pokorny, Oklahoma City-County Health Department
Pat Damron, Oklahoma, State Department of Health

GUESTS

Georgie Rasco, Executive Director, Neighborhood Alliance

STAFF

Jane Sutter, Deputy Director
Wendi Marcy, Special Programs Officer
Anita Kroth, Administrative Assistant
Nicolle Franklin, ACOG Human Resource Consultant

I. CALL TO ORDER

Chairman Darryl Troupe called the meeting to order at 10:10 a.m.

II. INTRODUCTIONS

Self-introductions were made around the room.

Jane Sutter introduced Georgie Rasco, Executive Director, Neighborhood Alliance, and Nicolle Franklin, Human Resource Consultant, ACOG.

III. APPROVAL OF MINUTES – REGULAR MEETING MAY 19, 2009

Tim Adams, Oklahoma City Fire Department, made a motion to accept the minutes of the May 19, 2009 regular meeting. Earnie Baxter, Tinker Air Force Base, seconded the motion. The motion carried the following votes:

AYE: Keester, Snyder, Hamilton, Troupe, Adams, Branson, Baxter, Pokorny and Damron

NAY: None

ABSTAIN: None

IV. STRATEGIC PLANNING DISCUSSION

Jane Sutter introduced Georgie Rasco, Executive Director of the Neighborhood Alliance, and Nicolle Franklin, Human Resource Consultant here to assist Georgie today. Nicolle serves on the Board of Directors of the Neighborhood Alliance.

Jane gave a brief history of the Operation FireSAFE program from its beginning in 1992 to date. This program has a high success rate. Fewer than 2% of the kids that come through the program have been known to start another fire. The Operation FireSAFE program has been a great community service and probably has prevented a lot of heartache and loss in our communities and in our families.

Lois Pokorny, mental health professional representing the City-County Health Department, and Pat Damron with the State Health Department have been involved with the program and provide a vital component of the success of the program. They have been tremendous resources for referral of kids who need additional mental health services.

We are looking at a collective way to motivate and recharge the program and learn about any obstacles that might be in the way of individual departments' participation.

Georgie Rasco mentioned that Neighborhood Alliance is currently starting a series of four workshops called "Meet the Chiefs" which include both Oklahoma City's police and fire departments. The objective is to bring citizens together to have dialogue about the importance of safety for the communities and how we need to get behind the fire and police departments in trying to make sure those issues come forward. She said the Neighborhood Alliance's philosophy is belief that local people have the solutions to local problems.

Georgie facilitated a strategic planning that involved both small group discussion and individual brainstorming.

At the end of the session the group selected three primary categories to focus on over the next year, i.e., *Education, Membership, and Awareness*. Secondary categories were *External Membership, Program Structure, and Internal Momentum*. Georgie said these results indicate that everyone in attendance today is committed to meeting the need for education in the community to mitigate personal tragedies to firefighters and families. She said this selection shows that it is important to the group who comes to the table and how to keep those participating motivated. It also indicates that it is important to this group to make the public aware of this need.

The group then was asked to individually choose a category from the top three, i.e., *Education*, *Membership*, and *Awareness* about which they were the most interested and would be willing to serve on a committee specific to that choice.

Georgie said she would leave some goal sheets with ACOG to use at the next Operational Committee meeting to make action plans for the three top goals. She said the groups will need to identify specifics within the selected goal to look at in a way that could actually be successful in accomplishing that goal over the next year.

V. NEW BUSINESS

VI. ADJOURNMENT

The meeting was adjourned at 11:30 a.m. Jane Sutter announced that the next regularly scheduled meeting is July 21, at which time we will divide into groups and begin setting goals for next year.

STRATEGIC PLANNING RESULTS
May 19, 2009

Neighborhood Alliance Executive Director Georgie Rasco led the FireSAFE Operational Committee through a very enjoyable and productive strategic planning exercise at its May meeting. Following is a list of priorities that surfaced from the meeting, as well as volunteers to work on seeing them to fruition. We will divide up into working groups at the July meeting to begin setting specific objectives for accomplishing these goals.

TOP THREE PRIORITY AREAS:

Education (Robert Randolph, II, Todd Watkins, Jeff Keester, Earnie Baxter, Wendi Marcy, Darryl Troupe)

- Make the schools the #1 focus
- Education materials
- Programs for children
- Provide FireSAFE public education materials whenever/wherever possible
- Target information to day care centers
- Education videos for school-aged children

Membership (Lois Pokorny, Jane Sutter, Tim Adams, Pat Damron, Tim Snyder)

- Tie in state Fire Marshall's Office
- Frequent communication with administrators/chiefs
- Incorporate volunteer departments to combat problems in rural areas
- Re-appeal to area departments not recently involved
- Convince metro chiefs of the vital need for the program through periodic presentations at their meetings
- Recruit

Awareness (Casey Rooney, Terry Hamilton, Galen Owens)

- Community awareness through schools/parents
- Media presentations to educate the public on the need and effectiveness (campaigns, include in events)
- Up to date videos
- Kids as spokespersons (program graduates)
- Extend invitations to other outside groups for greater extension of message
- Advertise

SECONDARY FOCUS AREAS:

Program Structure

- Get more accurate statistics regarding recidivism rate and numbers of child-set fires
- Establish statewide data base
- Increase access to doctors
- Provide more fire setter classes
- Increase accessibility to mental health professionals for all participating departments
- Make committees more functional, active
- Increase content of meetings through offering training elements

- Possible format (time) change? Review meeting schedule, frequency and time to ensure convenience for majority of participants

External Membership Support

- Have Tulsa participate in same manner as OKC FD with joint meetings on either end of the Turnpike
- Attend statewide conferences with associated groups (Chiefs, IAAI, FMAO, etc.)
- Annual mini-conference
- Involve fire suppression crews
- More interaction with Insurance Companies
- Bring in other community partners
- Other outreach avenues: public libraries, Salvation Army, YMCA
- Additional staff resources

Internal Momentum

- Stay relevant to participants
- Staffing for training
- Training
- Motivation
- Ownership

**OPERATION FireSAFE
Operational Committee**

*Darryl Troupe, Norman, Chairman
Shaum Jennings, Bethany, Vice Chairman
Resource Person: Jane Sutter, ACOG*

**2008-2009
Subcommittees**

Fund Development Committee

Earnie Baxter, Tinker Air Force Base, Chair

Jane Sutter, ACOG

Mental Health Committee

Lois Pokorny, Chair

Casey Rooney, Midwest City Fire Dept.
Pat Damron, Oklahoma State Health Dept.

Program Development

Jerry Lojka, Midwest City, Chair

Tim Adams, Oklahoma City

Public Education

Shaum Jennings, Bethany, Chair

Susan Chavez, American Red Cross
Darryl Troupe, Norman
Resource Person: Jane Sutter