

**Fire Services Efficiency Project
Operations Team Meeting
5/18/07**

- The meeting began with a quick discussion of the community meetings to be held on Tuesday and Wednesday (5/22-5/23) at Tri-C West
- the committee members agreed that it would be good to contact each city's clerk of council so as to maximize attendance at the meeting to inform council members and mayors

Update from SOP Sub-Committee

- the SOP sub-committee is having regular meetings to standardize fire and EMS protocols
- the sub-committee is working on determining exact staffing requirements that will be needed for responding to the various types of calls that the district will answer
- in order to do this, the sub-committee emphasized the need to have an accurate idea of current staffing numbers in order to estimate district needs
- members of the sub-committee expressed some concern over the fact that uniting the district under centralized dispatch was not mentioned in the RFP
- Carol Haslett will communicate any omissions to the firms—one other omission was discussion over fire and building codes, ordinances, and conformity of city charters

- the request for proposals (RFPs) are due by 5 pm today (5/18)—so far: one firm has responded, one has declined, and two firms are having ongoing discussions with project manager Carol Haslett
- once received, the RFPs will be distributed by Carol Haslett to members of the Operations Team
- interviews will be conducted on Friday, June 22nd (time and location TBD) for purposes of hearing each firm's position and ultimately reaching a decision that day
- one week prior to this (6/15), a finance consultant will be hired and will work alongside the operational consultant
- most of the operational firms will be able to complete the study by September 1st
- discussion was held over which interview questions will be asked of the firms on 6/22
- the interview committee will be selected based on the following criteria: one representative from each city, each chairperson (Pierre David and Mary Pisnar), and one from the sub-committee (10 total)
- the sub-committee representative will be selected on 6/1 at the SOP meeting

Project Update from Carol Haslett

- the Fire Project was given a \$75,000 gift by Sam Miller. Also, the \$75,000 from the county is expected in the next 2-3 weeks. There is an appropriation in the budget in the Ohio Senate for \$75,000 that will be voted on in the near future
- the Communications Committee is working on preparing for the community meetings on 5/22 and 5/23. In addition, they are working on a contact database and a speakers' bureau for the fall
- Tony Sinagra gave some final words asking committee members to write letters to our state senators to let them know the importance of our project and our need for state assistance in getting the district formed

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