

**BLUFFTON TOWNSHIP FIRE DISTRICT  
SPECIAL MEETING  
Strategic Plan Workshop  
Thursday, May 3, 2012  
Bluffton Fire Station #35, Headquarters**

**MINUTES**

**Commissioner's Present:** Terry Reynolds, Bob Rogers, David Meeder, John Oram, Mike Raymond

**Absent:** Ed Olsen (excused), Jack Bennett (excused)

**Member's Present:** Barry Turner, John Thompson

**Meeting called to order at 10:12 AM by Commissioner Reynolds**

**Pledge of Allegiance**

**Commission Role Call**

- **STRATEGIC PLAN REVIEW AND DISCUSSION:** Chief Thompson reviewed the annual draft update for the District's Strategic Plan. Chief Thompson updated the Commission on our budget meeting with the finance committee, to include discussion on a possible millage increase. Chief Thompson noted that the Strategic Plan update is developed simultaneously with each fiscal year's Operating Budget. He went on to explain that we have experienced a steady decline in property values which directly impacts our funding, seeing a 1.7% revenue decrease last fiscal year with projections for FY12 dropping by 1% and FY13 revenues remaining the same or with a slight increase. Chief Thompson explained that call volumes over the last five years have increased on average by 3% each year and we are on track to double our call volume from 2003 to 2013. He further explained our first update to our Strategic Plan includes maintaining and improving our current service levels even though revenues have decreased and requests for services have increased. Chief Thompson went on to explain how this will affect our Strategic Plan, in regards to principles that we have laid out. These principles include the need to maintain a well training, motivated and dedicated response force, the need to maintain District property and response equipment in a current state of readiness and good repair, the need for the Fire District to continue to meet national, state, and local standards in relation to service provision and employment standards, and the need to meet current and future Insurance Services Office (ISO) requirements. Chief Thompson briefly reviewed the staff recommended actions for FY 2012- FY 2015, including the renewal of the agreement with the Town of Bluffton to provide vehicle maintenance services. Chief Thompson also noted that the Strategic Plan will need to be rewritten by FY14, or if revenue calls for it at that time, the re-write may need to start in January 2013.
- **PUBLIC DISCUSSION:** None

- **ADJOURNMENT:** Commissioner Reynolds called for a motion to adjourn the meeting. Commissioner Oram made a motion to adjourn the meeting at 11:30 AM. Motion was seconded by Commissioner Raymond and approved with a unanimous vote.