

Frequently Asked Questions Regarding the Development of the Plan As of 9/4/2009

1. Who belongs to the Strategic Visions Committee (SVC)?

- **Every group is to be represented on the SVC.**
- Each EMS Advisory Council (EMSAC) subcommittee and constituency group is required to have one liaison (usually the chair or president) and at least one back up to represent their subcommittee or group on the EMS Advisory Council's Strategic Visions Committee.
- The SVC's Executive Committee comprises of Cory Richter (chair), Julie Bacon (vice-chair), and Lisa Walker (coordinator).

2. What are the roles and responsibilities of the Goal Owner?

- The Goal Owner is an EMSAC subcommittee that provides oversight to a particular goal in the strategic plan.
- The Chair and/or Vice-Chair are the lead(s) and are required to report on the progress of the objectives under their respective goal at each EMSAC meeting.
- The Goal Owner is responsible for compiling all feedback and assigning responsibility of the objectives for each objective for that goal to a EMSAC subcommittee, constituency group, or other workgroup.
- The Goal Owner is responsible for submitting final draft of their goal to the Strategic Visions Committee's Executive Committee.
- The Goal Owners and contacts are listed on the Strategic Visions page at: <http://www.fl-ems.com>.

3. What are the responsibilities of the subcommittee/constituency group liaison and back up?

- Attend each SVC meeting and conference call to ensure your subcommittee's/constituency group's ideas are shared with the SVC. You are their voice.
- Report back to their sub committee/group issues addressed at the SVC meeting or on the conference call, including forwarding email messages so everyone has an opportunity to provide feedback at your next scheduled meeting/conference call.
- Ensure the strategic plan is first on the agenda of their meetings.
- The majority of the EMSAC and constituency meetings is for the strategic plan.

4. Who do I report changes or suggestions that I have for the draft plan?

- If you are an Objective Lead (subcommittee/constituency group) responsible for an objective or an interested party you will send information to the respective Goal Owner (see above list).
- If you are a Goal Owner you will send the entire updated goal to the SVC Executive Committee (see above list).

5. What is the timeline for drafting the 2010-2012 Florida EMS Strategic Plan?

- SVC Executive Committee distributes master draft (version 1) via email on **9/4/2009**.
- Goal Owners and Objective Leads forward draft to their respective EMSAC subcommittee/constituency group for feedback **by 9/8/2009**.
- Objective Leads finalize objectives with their respective groups during the EMSAC and constituency group meetings in September in Naples.
 - If the objective does not meet the SMART criteria (available on SVC web page) do not include.
 - **Note:** This is a working document. Focus on the content/concept of the objectives. The SVC Executive Committee will assist you with SMART criteria as needed. Ask yourself, is this really an issue? Do we have the right objective? Is the objective realistic? We can clean up words after so please focus on developing objectives, strategies, etc... **We need your expertise.**
 - When you identify the measure(s) for the objective(s) determine the metrics that make up that measure and more importantly where are you going to get the data to measure.
- Objective Leads send finalized objectives to their respective Goal Owner(s) by **10/8/2009**.
- Goal Owners send finalized objectives to SVC Executive Committee by **10/15/2009**.
- SVC Executive Committee compile feedback from Goal Owners into version 2 and distribute to SVC for one more review by **10/18/2009**. Work with Goal Owners to fine tune plan to ensure it meets SMART criteria.
- SVC Executive Committee finalize plan (version 3) by **11/30/2009**.
- SVC Chair submit to EMSAC for 30-day review period on or before mid-quarter conference call in December.
- EMSAC vote and approve goals and objectives for 2010-2012 Florida EMS Strategic Plan (version 4 – technical changes not substantive changes only)
- For a side-by-side timeline for the implementation of the 2008-2010 plan and development of the 2010-2012 plan visit the Strategic Visions page at: <http://www.fl-ems.com>.