

South Central Mountain Regional Task Force: Training Education Committee
2009 GOALS AND ASSOCIATED OBJECTIVES

| GOAL | OBJECTIVE (IN PRIORITIZED ORDER) | COMPLETION DATE | RESPONSIBLE PARTY | MEASUREMENT | STATUS |
|---|---|----------------------------|------------------------------|--|---------------|
| 1. Identify and Maintain Inventory of the Annual Training and Education Needs of the Task Force | 1. Identify a T/E Point of Contact (POC) for each committee/asset and expand T/E Committee. | 1/1/09 | Chair/Vice Chair | A POC listing is produced and committee structure is approved by the Executive Board. | |
| | 2. Meet with each to review required T/E. | 3/15/09 | Chair/Vice Chair | A report of this activity is produced at the March Executive Board meeting. | |
| | 3. Identify T/E to meet requisite needs and maintain this listing. | 3/15/09 | Chair/Vice Chair | A listing is produced of these requirements and recommended course provisions. | |
| 2. Implement the 2009 T/E Plan | 1. Submit the 09' plan to PEMA. | 9/23/08 | Chair/Vice Chair | This required submittal occurs with Executive Board approval. | Complete |
| | 2. Publish and schedule 09' events. | 1/1/09 | Chair/Vice Chair and T/E POC | The 2009 T/E schedule is published and classes organized. | |
| | 3. Maintain class statistics. | 12/31/09 | Chair/Vice Chair and T/E POC | Reports of 09' scheduled classes, number of class hours, and attendance occur at each Executive Board meeting. | |

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| 3. Develop the Five Year T/E Plan | 1. Collect data to publish the five year T/E Plan. | 7/1/09 | Chair/Vice Chair | Meetings with each POC occur. | |
| | 2. Identify coursework to meet needs. | 9/1/09 | Chair/Vice Chair | A listing is produced of coursework to meet needs. | |
| | 3. Publish and five year T/E schedule. | 9/1/09 | Chair/Vice Chair | A briefing on the five year T/E Plan is accepted by the Executive Board. | |
| | 4. Update the five year T/E schedule. | 12/31/09 | | A briefing on the five year T/E Plan is accepted by the Executive Board. | |
| 4. Revise Training/Education Documentation Process | 1. Develop forms and instructions to process T/E requests. | 3/15/09 | Chair/Vice Chair/POC | Documents and processes are produced and accepted by the Executive Board. | |
| | 2. Implement the process. | 7/1/09 | Chair/Vice Chair/POC | A briefing session with each POC occurs. | |

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