

The Long Range Planning Committee Charter

December 2, 2013

The Long Range Planning Committee (Committee) serves as a standing committee of the California State 9-1-1 Advisory Board (Board).

Purpose

- Assist the 9-1-1 Advisory Board in making recommendations to the California Office of Emergency Services, California 9-1-1 Emergency Communications Branch (CA 9-1-1 Branch) for the development and implementation of Long-Range Plans for, elements that are essential to maintaining 9-1-1 as the premier resource for help during emergencies.
- Undertake special long-range planning assignments as directed by the Board. These assignments may include, but will not be limited to the following: (1) clarification of the vision and values, assessments of the external and internal environments to identify strengths, weaknesses, opportunities, and threats; (2) identification of the strategic issues facing 9-1-1; (3) identify and recommend actionable items to assist the CA 9-1-1 Branch in meeting the goals and objectives set forth in the Strategic Plan and Roadmap.
- Conduct studies and facilitate discussions among potential stakeholders.
- Establish a planning horizon for recommendations.
- Act as a facilitator in considering new projects by sharing such information with the Board and stakeholders.
- Assist other committees and stakeholders in achieving the quarterly increments of the long-range goals.
- Act as a resource for the Board when information and recommendations are requested on issues that pertain to the Long-Range Plan.

Organization

- The State 9-1-1 Advisory Board may select (1) representative from each of the (6) organizations listed below. At the direction of the Chair of the committee, additional members may be appointed for specific work as needed. No more than (5) State 9-1-1 Advisory Board members may serve on the committee at any one time:
 - California Association of Public-Safety Communications Officials (APCO),
 - California Chapter of the National Emergency Number Association (CALNENA),
 - California Fire Chiefs' Association (CFCA),
 - California Highway Patrol (CHP),
 - California Police Chiefs' Association (CPCA), and,
 - California State Sheriffs' Association (CSSA).
- The term of a Committee member shall correspond to that of the Board member they represent.

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Organization (Continued)

- The Committee Chair shall be designated by the Board.
- The Board may remove members from the Committee, with or without cause.
- Committee members unable to attend a meeting must report their inability to attend the meeting to the Chair. The Board member being represented on the Committee may designate a representative.
- The California 9-1-1 Emergency Communications Branch representatives may attend Committee meetings at the request of the Committee.

Functions and Responsibilities

- Recommend the principles and priorities of the CA 9-1-1 Branch's long-range plan, specifically those addressing governance, long-term financial sustainability, outreach and communications, and research. The Committee will recommend to the Board the responsibility centers and primary vehicles through which Board planning priorities are to be carried out.
- Build and strengthen the Boards strategic planning infrastructure including:
 - Developing and recommending to the Board a portfolio that optimizes the accomplishments of the Board's long-range planning goals including review of mission, areas of focus, and future economic and organizational model.
 - Recommend to the Board a set of performance measures for NG9-1-1.
 - Monitor, refresh, and update the Board's long-range plan and other Board strategic plans.
- Review the long range and strategic plans of the CA 9-1-1 Branch and recommend actions that align the Long Range and Strategic plans with strategic priorities of the future of 9-1-1.
- Perform other functions as directed by the Board.

Targets for Success

- A state funding level that facilitates optimal 9-1-1 funding.
- A governance structure that facilitates optimal 9-1-1 call answering performance.
- Outreach and communications regarding 9-1-1 education.
- Teaching and learning approaches that reflect best practices in the profession and take advantage of technologies and delivery methods that achieve both strong outcomes and efficiencies.
- Research policies, practices, and partnerships that produce outcomes among the state to improve efficiencies and effectiveness in the 9-1-1 community.