

Dear AFCA Members:

We would like to take this moment to highlight the [ALBERTA FIRE SERVICES CORE COMPETENCY FRAMEWORK](#) free, online, Risk Management Framework tool for fire departments across Alberta to utilize.

Tool is continuously updated to stay current with relevancy, legislation, and industry best practices.

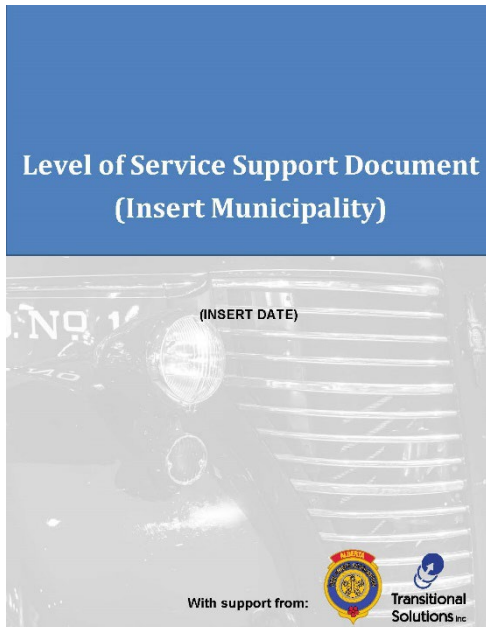
The tool can be used for:

- ❖ Current infrastructure and services (gap analysis) as well as future/potential infrastructure and services (Forecasting Changes). A Gap Analysis assessment is done to critique your current level of service in comparison to the recommendations this Tool provides based on your Risk Profile. You are assessing your community based on current geography, infrastructure, and population. You are selecting your recommended services with the mindset of “we currently do or do not offer this service.
- ❖ A Strategic Plan / Continuous Improvement Plan assessment is done while considering future or potential infrastructure and services changes within your response area or within your department. This can be used to contemplate new risks or hazards in your area, or the training involved in taking on new firefighting or rescue services. You may select your services with the mindset of “this is what we aim to offer in the future.



Did you know:

- ✓ The Alberta Fire Services Core Competency tool is updated to include links to Occupational Health and Safety minimums, Job Performance Requirements (JPRs) specific to Alberta provincial legislation, and NFPA Standards.



- ✓ At completion of going through the tool it will provide a PDF and MS Word reports that:
 - Community Risk Profile Report
 - Levels of Service & Organizational Systems
 - Competencies Report

- ✓ And Templates for Council Package that include:
 - Package for Council; Road Map
 - RFD Fire Services Review Template
 - Level of Service Support
 - RFD Development of Fire Dept LOS
 - RFD Fire Protection and Emergency Services

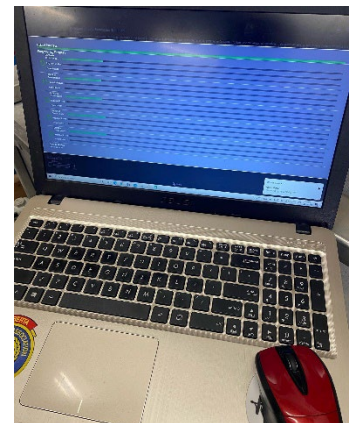
Your reports are permanently stored in your Dashboard. You can delete and edit existing reports and create new reports. You can return to the Toolkit and complete a new report:

- at least once a year; or
- when planning the future direction of your fire service; or
- any time your community experiences change or plans to make change that has the potential to affect the fire service.

Have you completed your Community Risk Assessment? Is it time to review and update your current Risk Assessment? As part of the Risk Management Framework, regular reviews are critical to change management, ensuring continuous improvement.

User Feedback:

Your opinions and experiences shape the future development of this tool. So, we're keen to hear what you think.



Survey Questions:

1. Have you ever utilized the Alberta Fire Services Core Competency Framework tool?
 - If yes, how frequently? (Options: Once a year, twice a year, other)
 - If no, what has been the barrier to using it?
2. After using the tool, how close is your department to the recommendations in the resulting report?
 - Matches the resulting report accurately with minimal to no adjustments needed.
 - A few areas need immediate attention.
 - Far off that we are at risk of not being able to provide adequate service.
3. After using the tool, did your department implement any changes?
 - Yes
 - No
 - Still Considering

If you wish to submit your survey responses through Survey Monkey, please use this link.

Thank you for your ongoing commitment to safety and service quality. Your feedback is invaluable.

Warm regards,

Alberta Fire Chiefs Association
Core Competency Framework Committee