

Minnesota Board of Firefighter Training and Education Meeting Minutes
May 13, 2014, Elk River, MN

P	Jim Fisher <i>Chair</i> Association of Townships	Zim	2017		P	Amanda MacDonell <i>Secretary</i> MSFDA	Grand Rapids	2017
P	Dean Wrobbel MSFCA	Annandale	2017		P	Chip Lohmiller <i>Vice Chair</i> MSFCA	Cross Lake	2014
P	Eric Hedtke Association of Townships	St. Michael	2014		P	Natasha Carlson MSFDA	Pequot Lakes	2014
P	Kelli Slavik League of Cities	Plymouth	2014		P	Matthew Ashmore MPFF	Hibbing	2015
P	Sarah Larson MSFDA	Crystal	2015		P	Greg Withers Public Member	Coon Rapids	2015
P	Roger Ihrke <i>Treasurer</i> League of Cities	Dover	2015		P	Gary Stevens MSFDA	Hastings	2015
P	Brian Sjodin <i>Member at large</i> MPFF	Ogilvie	2016		P	Bruce West Dept. of Public Safety	St Paul	
P	Mark Bergerson MSFDA	Alexandria	2016					
P	Steve Flaherty Executive Director MBFTE	St. Paul			N/A	Licensing Coordinator MBFTE	St. Paul	
Guests: Marv Calvin, MnSCU Liason								

1. Meeting called to order - Jim Fisher, Chair
 - a. Meeting was called to order at 10:03 am.

2. Approval of Minutes
 - a. February 11, 2014 Board Meeting minutes
 - i. Motion by Gary Stevens to accept
 - ii. Second by Matt Ashmore
 1. Motion carried

3. Officers Reports
 - a. None

4. Reports

- a. Executive Director, Steve Flaherty
 - i. Steve provided a written report to all in attendance. He stated that he is honored to address the Board as the Executive Director.
 - ii. New Licensing Coordinator hired. Margaret Koele will begin on May 22nd.
 - iii. License renewals are at approximately 1,500 so far.
 - iv. Reimbursement requests information was shared with the Board.
- b. Executive Committee, Chair Jim Fisher
 - i. Has not met.
- c. Legislative Committee, Chair Jim Fisher
 - i. Has not met.
- d. Licensing Committee, Eric Hedtke
 - i. Has not met.
- e. Training Committee
 - i. Matt Ashmore discussed the Leadership Development Pilot training that was held in April at Camp Ripley.
 - ii. Matt stated that the committee has been working on Skill Sheets for use on the website. He spoke with vendors and received approval for use of PowerPoints and videos from J & B Publishers and from I.F.S.T.A. for free, along with skill sheets from the Fire Certification Board.
 - iii. Dean Wrobbel explained that the Certification Board indicated that we can use the skill sheets as they are, but if we change anything on them we would need their approval.
 - iv. Steve and Matt stated that they are working toward getting resources added to the website.

5. MBFTE positions -.

- a. Nancy Libor, temporary
 - i. Covered in Executive Director's Report.
- b. Margaret Koele, Licensing Coordinator.
 - i. Covered in Executive Director's Report
- c. Fire Service Training and Licensing Specialist.
 - i. Steve stated that the job description has been sent to Human Resources within DPS. There were clarifications needed on the job description by H/R to ensure that it meets proper wording and criteria to classify the position and get it posted. He is hoping that this will be finalized by the end of June.

6. Update on Current/Future Training Courses

- a. Mass/Gross Decon
 - i. Steve stated that these classes are running at capacity. Grainger has had a few problems with providing the materials for training classes.
- b. Incident Safety Officer
 - i. Year two of a 4-year project. Classes are down from last year. MnSCU will need to provide 160 classes in this FY, and they have indicated that they should be able to make that.
- c. Leadership Development
 - i. Course was well attended and good feedback was provided. This should be a valuable course for the fire service. Steve discussed the four course elements.

- d. Training Reimbursements -
 - i. NFPA 1001 - Steve mentioned in his Executive Director's Report.
 - ii. Live Burn - at maximum award levels
 - iii. \$80/Firefighter Awards - will see an influx of reimbursement requests as the fiscal year comes to a close.
 - iv. Conferences - spent the budgeted amount.
 - e. L-380 Leadership -
 - i. Steve had further discussions with Tim Oland and Todd Manley from the DNR in regard to possible future funding for this course.
 - f. NFPA 1091 Highway Safety -
 - i. Steve and Bruce West have met with Keck Melby from the Hovland FD who is developing this training. Keck is looking for support from the MBFTE in this project. The NFPA should be adopting this standard within the next year.
 - g. Crude Oil Responder -
 - i. Bruce West stated the potential for \$1.25 million to the MBFTE as a reimbursement for training on response to rail/oil pipeline incidents. Backfill and overtime wages will be reimbursable for training as the bill reads now.
 - h. Recruitment / Retention
 - i. Bruce discussed the Direct Tax Credit and a bill that will create a Pilot Project for a stipend from the Fire Marshal's Office for selected areas in the state. A study will help determine if the stipend had an impact on recruitment retention.
 - ii. Eric asked if the railroads would be helping to fund the Recruitment and Retention. Answer: NO.
 - i. Sprinkler Amendment -
 - i. Bruce discussed the proposed amendment(s). The Governor stated that he would veto the entire bonding bill if the amendment language was included. This statement made is unprecedented by the governor in favor of the fire service.
7. Old Business
- a. Jim and Bruce described the \$1.3 million in Supplemental money going back to the fund as "pretty safe", and that \$450k is expected to go to the MBFTE.
8. New Business
- a. Reappointment letters for Directors
 - i. Steve stated that the Governor's Office needed letters of support for the members whose positions are due to expire in 2014 (Natasha, Kelli, Eric).
 - ii. Chip's position was clarified that it is due in 2015.
 - b. FY15 Allocation thoughts
 - i. Financials - Roger stated that we will need to consider doing something with the wages that were saved while Bruce was in the Fire Marshal's Office at the same time he was Executive Director before Steve was hired. Possibly roll it over into reimbursements?
 - c. Fire Safety Account -
 - i. Insurance money is rolling in more than what was budgeted for; \$10.2 million was budgeted and in May there was \$10.8 million. Probably close to \$13 million or a little more by the year end.

9. Other Business

- a. Gary commented on a discussion that he had with one department who applauded the turnaround time on firefighter license renewals.
- b. Dialogue on the letter from the Pickwick FD Chief and if there was any more discussion regarding the amount of time involved in NFPA 1001 training.
- c. Bruce discussed the Morris FD Appreciation Banquet that they conducted for firefighters, retirees and employers that he and Steve attended.
- d. Discussion on high firefighter burnout in regard to training and how to handle it; possibly splitting FF1, FF2, and Hazmat Ops
 - i. Chip stated that he's heard the opposite: that chief's want their firefighters to get through the training "right away".
 - ii. Marv stated that he's heard of some push back of departments only wanting to go to FF1.
 - iii. Marv suggested reimbursement based on content competency vs. hour-based.
- e. Matt asked about the discussions regarding the classifying fire departments. Bruce stated that there are ongoing discussions, but told Matt that there are no other states that are doing this.

10. Public comment

- a. Marv Calvin talked about the Crude Oil training that is being developed by MnSCU and that they are working with the Certification Board on this.
 - i. Awareness Level - no certification
 - ii. Responder Level - cert test
 - iii. Administrative Level - cert test

11. Adjourn

- a. Moved to adjourn by Dean Wrobbel @ 11:25 am
- b. Second by Mark Bergerson
- c. All in favor.

Minutes taken by: Amanda MacDonnel

Minutes transcribed by: Steve Flaherty, Executive Director

Minutes Reviewed by: Margaret Koele, Licensing Coordinator

Attest:

Steve Flaherty, Executive Director