



MBFTE BOARD MEETING MINUTES

DATE: November 12, 2025

TIME: 10:30 a.m.

LOCATION: Elk River Fire Department
13073 Orono Pkwy NW
Elk River, MN
Teams/Teleconference

Board Member	In Person	TEAMS	ABSENT
Vance Bachmann – Assoc. of Townships			x
Dean Wrobbel – League of Cities	X		
Jesse Buhs- League of MN Cities		X	
Chip Lohmiller - MSFCA	x		
Thomas Schulte- MPFF	x		
Kate McKay - MSFDA	X		
Jason Low – Public Member	x		
Michael Shwankl - MSFDA		x	
Chad Vermeersch			x
Jim Fisher – Assoc. of Townships		x	
Gavin Peterson – MSFDA	X		
Mike Warner - MSFCA			x
Jason Forshee - MSFDA		x	
Dan Krier – SFM - DPS		X	
Jennifer Elleraas – MSFDA	x		

Staff:

Steve Flaherty (Executive Director, MBFTE) Allison Marcus (Licensing Coordinator MBFTE) Ross Hoernemann (MBFTE)

Guests: (In person) Tom Popsun (Century College), Jard Rozeboom (SFMD), Patrick Heinen (SFMD)

- I. Call to order at 10:33 am – Dean Wrobbel, Chair
 - a. Roll call attendance listed above
 - b. Agenda additions –MFSCB update
- II. Approval of the agenda with additions (Motion by: Lohmiller / Second by: McKay)
 - a. Agenda approved
- III. Approval of minutes from August 13, 2025 and October 3, 2025 (Motion by: Elleraas / Second by: Lohmiller)
 - a. Minutes approved as written via roll call vote
- IV. Reports
 - a. Budget –Steve Flaherty, Executive Director
 - i. Carry over from FY25 - \$20,855
 - ii. DNR 1x funding - \$295,580
 - iii. Stored Energy 1x funding FY25 - \$120,341
 - iv. Base budget - \$5,103,208
 - v. 1x funding - \$3,000,000
 - vi. FY26 EV/Stored Energy - \$300,000
 - vii. Database update - \$1,155,775
 - viii. Sourcewell - \$228,086
 - ix. Licensing - \$73,931
 - b. Executive Director, Steve Flaherty
 - i. FY26 is underway
 - ii. Request for bids has started for Leadership training
 - 1. Will be awarded to Kelly Inn in St. Cloud
 - 2. Starting in January 2026
 - iii. Posted for new Fire Training and Specialist Position
 - iv. EV/Stored Energy trainings continue to be evaluated
 - 1. Will report back to FSAC at end of FY
 - v. 4 Board members terms expire in January 2026
 - 1. Members will need to reapply on OSS website
 - c. Executive Committee Report, Dean Wrobbel, Chair
 - i. Discussed Wildfire Academy
 - 1. Expressed desire to partner with MBFTE for funding
 - 2. Committee determined not to consider funding until base budget is increased
 - ii. Discussed NFPA 1010 and new added Support Person position
 - d. License Update – Allison Marcus
 - i. 4200 active licenses

- ii. License renewals will be opened in January

- e. Fire Service Specialist –Jared Rozeboom

- i. Introduced new FSS

- 1. Patrick Heinen

- ii. Attended MFSCA in October

- iii. Education Fire Service about NERIS, MBFTE reimbursement process and EV/Stored energy opportunities

- V. Old business

- a. MNIT Update—Steve Flaherty, Executive Director

- i. Presented to Governance Committee

- 1. Decision to move forward with project not made yet

- VI. New business

- a. Terms Expiring 2026—Dean Wrobbel, Chair

- i. 4 members terms expiring January

- 1. Members must apply on Secretary of State website

- a. Organization Letter of Recommendation preferred

- b. Calendar 2026—Dean Wrobbel, Chair

- i. Motion to approved 2026 meeting dates

- 1. Motion by Chip Lohmiller/Second Jason Low

- c. MFSCB Update—Dean Wrobbel, Chair

- i. NFPA 1010 includes FF1, FF2, FAO 1002 and ARFF 1003

- ii. Support Person potion added

- iii. New Fee Schedule for Certifications starting July 1, 2026

- d. Fire Service Assessment—Steve Flaherty, Executive Director

- i. RFP in process

- 1. Closes next week

- ii. Report due to Legislature December 2026

- VII. Public Comment

- a. None

- VIII. Next Meeting date:

- a. Scheduled for February 10, 2026

- IX. Motion to Adjourn at 11:24 a.m. by: Lohmiller / second by: Forshee

a. Motion carried

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