



**MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION**  
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**Executive Committee Meeting Agenda**

**May 2, 2017**

**12:15 p.m.**

**Elk River Fire Department Station #2**

**13073 Orono Parkway**

**Elk River, MN 55330**

1. Open - Chair, Mark Bergerson
  - a. Please have phones on silent and off the table during the meeting as they are interfering with recording the meetings
  - b. Accept Agenda
    - i. Agenda Additions
2. Approval of Minutes
  - a. Executive Committee minutes from February 7, 2017
3. Financial Report
  - a. Financials - Steve Flaherty, Executive Director
  - b. FSAC Account - Bruce West, Fire Marshal
4. Old Business
  - a. License renewal update - Margaret Koele, License Coordinator
  - b. Statute update - Steve Flaherty, Executive Director
  - c. Target Solutions update - Dean Wrobbel, Training Committee Chair
    - i. Lexipol program discussion to add to reimbursable expense list
  - d. Appointment update
    - i. Jim Fisher
    - ii. Becki White
    - iii. Natascha Hennen
  - e. Qualified Instructor Update
    - i. Attorney General Document
    - ii. Board member handbook - rule making authority information
5. New Business
  - a. Training Committee Report - Dean Wrobbel, Training Committee Chair
  - b. Executive/Legislative Committee Report - Mark Bergerson, Board Chair
  - c. License Committee Report - Margaret Koele, License Coordinator
  - d. Executive Director Report - Steve Flaherty, Executive Director
    - i. NJPA
    - ii. Backfill & OT
    - iii. EMS
    - iv. Live Burns
    - v. Leadership
    - vi. NFPA1001

1. FAO Training
      2. Officer Training
      3. Instructor Training
    - vii. Regional health awareness funding
    - viii. HSEM / HMEP grant
    - ix. Conferences & Seminars
  - e. Live Burn Training
    - i. Investigation
    - ii. First Report of Injury forms
    - iii. Reciprocation of students
6. Other Business
- a. Re-Vote for Vice Chair
    - i. Per by-laws Chip has held longer than two terms
  - b. Revision of Committees
    - i. Training
    - ii. Licensing
    - iii. Executive
7. Public Comment
8. Adjournment

Some members of the Committee may participate by telephone or other electronic means. Any person who desires to monitor the meeting electronically from a remote location should send a written request to Steve Flaherty at [steve.flaherty@state.mn.us](mailto:steve.flaherty@state.mn.us).

**Conference call information:** Conference call is available for the meeting at **888-742-5095**, enter the Conference code: **1336294054** and follow the call-in instructions to join the conference call.