



BOARD MEETING MINUTES

Minnesota Board of Firefighter Training and Education
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Call to Order

A MBFTE board meeting was held on August 15, 2017 at the Elk River Fire Department 13073 Orono Parkway, Elk River, MN. The meeting began at 11:47 a.m. and was presided over by Mark Bergerson, Board Chair.

Attendees

Voting members in attendance included

Board Member	PRESENT	ABSENT	TELECONFERENCE
Eric Hedtke – Assoc. of Townships	X		
Kelli Slavik – League of Cities		X	
Rick Loveland - MPFF	X		
Jonathan Kahnke - MSFDA	X		
Chip Lohmiller - MSFCA	X		
Roger Ihrke – League of Cities			X
Chris Ford - MPFF	X		
Greg Withers – Public Member	X		
Gary Stevens - MSFDA	X		
Mark Bergerson - MSFDA	X		
Jim Fisher – Assoc. of Townships		X	
Christine Patrick - MSFDA			X
Becki White - MSFCA	X		
Natascha Hennen - MSFDA		X	
Bruce West – SFM - DPS	X		

Staff in attendance: Steve Flaherty, Executive Director and Margaret Koele, License Coordinator.

Guests in attendance included Anne Mathiowetz (Hennepin Tech, teleconference), Dean Wrobbel (SCFD), Jovan Palmieri (St Paul Fire), Tom McDonough (St Paul Fire), Dave Schliek (MFSCB), and Theresa Zikmund (MFSCB).

Approval of Previous Minutes

A motion to approve the minutes of the previous May 9, 2017 meeting was made by Eric Hedtke and a second by Chip Lohmiller. Motion carried.

Agenda Additions

- State Fair Governors Fire Prevention Day
- Quote for qualified instructor program
- Board member appointments expiring
- FY18 calendar approval

Officers' Reports

Chair Report was presented by Mark Bergerson.

- Mark Bergerson will be out of town for the November meeting and Eric Hedtke will "Chair" that meeting.

Vice Chair Report was presented by Eric Hedtke.

- There is nothing to report.

Treasurer Report was presented by Becki White.

- The finances are in order as presented.

- Marshal West, reported on the Fire Safety Account balance update:
 - \$13,310,636.47 was collected for FY17, which had met the fiscal budget.
 - \$315,692.62 submitted so far for FY18.
 - The FSAC has approved one-time appropriation funding to the “Fire Marshal Division” for the following:
 - Service Planning Grant for \$250,000.
 - Recruitment Retention MADD study for \$32,600.

Secretary Report was presented by Chris Ford.

- There is nothing to report.

Other Reports

Executive Director Report was presented by Steve Flaherty.

- FY17 final recap.
 - \$197,000 will go back to the Fire Safety Account.
 - NFPA1001 had 1326 students complete the program.
 - Regional training had \$75000 used for different mental health courses around the state.
 - 81 cancer awareness courses.
 - 33 mental health courses.
 - 1900 firefighters attended these course offerings.
 - FAO had 881 students complete the course.
 - Officer 1 had 189 students complete the course.
 - Instructor 1 had 189 students complete the course.
 - NJPA (Fire/EMS) had 47 of 49 departments in region five participate in this program.
 - Training reimbursements:
 - EMS had \$634,807.32 submitted and approved were \$333,479.16. All requests submitted were fully funded during redistribution.
 - Backfill & OT had \$592,646.30 submitted and approved \$105,795.79. All requests submitted were fully funded during redistribution.
 - Marshal West commented that the two person staff of MBFTE has done a phenomenal job answering questions and going to meetings informing departments this funding is available to them for reimbursing training.
 - Steve Flaherty, Executive Director, commented that since FY14 only 511 departments submitted for reimbursement and FY17 to 683 departments (87%).
 - Margaret Koele, License Coordinator, wanted to thank the Fire Service Specialists for their help making phone calls to reach out to departments for roster collections and reimbursement submissions. We could surely benefit by having four of them across the state, but are very grateful for the three we have now.

Executive Committee/Legislative Committee Report was presented by Eric Hedtke, Vice Chair.

- Mark Bergerson, Chair, could not be at the last meeting and we will be having more discussion further down in the agenda.

License/License Review Committee Report was presented by Eric Hedtke, Chair.

- Legislation updates (statutes)
 - The license committee revised the wording to 299N.02 sub 3 (11) for more clarification.
 - DNR will be revising their own statute exemptions and bring their drafts before the board.
 - **A motion was made by Eric Hedtke to approve the statute changes as submitted to the board and have them taken to the legislature on behalf of MBFTE. John Kahnke second the motion.**
 - Marshal West commented who would be taking the lead on carrying these changes to the legislature.
 - Rick Loveland replied that MPFF should be the ones to carry the changes before legislation. He will present the changes before the MPFF board for discussion and bring back the information to the board at the November meeting.
 - Marshal West would like to extend an invitation to Chris Parsons, MPFF President; to the November board meeting for discussion on if they will be carrying the changes to legislation on behalf of MBFTE.
 - Greg Withers replied these are our statutes and why are we going to other people for their opinions.
 - Mark Bergerson, Chair, explained that they are MBFTE changes, but we are looking to the organizations to carry them to legislation for the changes and showing their support for them.
 - Marshal West explained that MPFF was the organization that brought licensing to the state and so it is best to use the same organization that will support the changes being made before legislation. MBFTE could go before legislation on their own, but the appropriate thing would be to have all the organizations backing the changes and the lead group to present them to legislation on behalf of MBFTE.
 - **Eric Hedtke amended the motion to approve the statute changes, as submitted to the board and wait until the November meeting to discuss who will carry the changes to legislation on behalf of MBFTE. John Kahnke second the amended motion.**
 - **Mark Bergerson called the motion to the board and motion carried with no opposition.**
- Renewal update
 - 3209 licenses renewed in FY17. Online renewal went very well.
 - 277 departments have at least one licensed firefighter.

Training Committee Report was presented by Mark Bergerson, Chair.

- Target Solutions update – Steve Flaherty, Executive Director
 - RFP – Single Source
 - This was presented to MNIT and we are told it does not qualify for single source and would need to go out for RFP.
 - Long term contract
 - Target Solutions would be open to a long-term contract depending on the state rules.
 - Target Solutions said they would commit to the \$5.00 per firefighter (\$125,000 annual fee) for a long-term contract.
 - Image Trend vs Target Solutions
 - Image Trend cannot support the online training system that Target Solutions has to offer.
 - Eric Hedtke asked about what the breakdown of this program is.
 - Steve Flaherty, Executive Director, replied this is a record management- training program.
 - It would be available to all fire departments.
 - It would incorporate the “eleven core elements” training.
 - The program will track individual training with reporting features through the administrator of the program and the department.
 - Dean Wrobbel, St Cloud Fire Chief, commented that they have added event scheduling to the program that is being offered to MBFTE at the \$5.00 per firefighter cost. When there is a statewide event, seminar or training the program can send the information statewide. The program would have roster capabilities to track attendance at events. They have also added into the same cost of \$5.00 per firefighter, 1403 tactic standard, ISO and OSHA compliance videos.
 - Steve Flaherty, Executive Director, commented the program could also track the qualified instructors and hours that they are training across the state.
 - Rick Loveland commented that this is a long-term investment of \$125,000 and if only half the departments use the program after two years we are then paying \$15-20 per firefighter vs \$5.00.
 - Mark Bergerson, Chair, commented that it takes time to get everyone to participate, look at the reimbursement program and the years it has taken to get to 87% of the departments participation in that program.
 - Rick Loveland commented that information is only as good as, what gets input. We are expecting people to enter information into this program when most departments do not have full time staff.
 - Marshal West commented that during the training committee meeting, the training study had been brought up with the fact that the fire service is requesting more online training options. It will take a few years to get departments onboard to use the program. I would recommend doing a two-year contract and see how many departments are utilizing the program. In addition, to restate my comment from the training committee meeting, the fire service specialists do not have time to train departments on how to use this program.
 - Eric Hedtke commented on the training of this program seems to be an issue around the state and I would only do a 2-3 year contract then re-evaluate at that time.
 - Steve Flaherty, Executive Director, replied Target Solutions is doing training seminars around the state. The board still has the open position from Kevin Sedivy, the board budget would have to be increased, but could add a position to go out and train on this program.
 - Becki White commented that learning how to use the training is done online by the individual and becomes part of their training records.
 - Rick Loveland commented that Image Trend has been around since 2009 and not all the departments are using that program and it is free.
 - Marshal West replied that 87% of the departments are using that program in the state.
 - Rick Loveland replied that the charge of the board was to approve curriculum and qualified instructors and so why would we bring someone else in to do that. We had that charge to bring consistency around the state with training.
 - Mark Bergerson, Chair, commented that we do not approve instructors, we only suggest qualifications of instructors and we never have approved curriculum. We do not have the specified authority in statute to approve curriculum and there is nobody on this board with the qualifications to approve the entire curriculum out there. We can get consistency with determining qualifications for instructors.
 - Chris Ford asked if this is a program that the training officer has to unlock.
 - Rick Loveland replied it could be done both ways, locked or unlocked.
 - Mark Bergerson, Chair, commented that this is a great opportunity for training data that could be pulled at the state level. This would benefit any department that cannot get all the individuals to a specific training. The individuals can go online to complete that training on their own time and then have the hands on training also.
 - Becki White commented that the training committee started calling it a learning management system for online training. The MAD study had in the report that online training was a recommendation from the fire service.

- Eric Hedtke commented that we should consider doing an RFP specifically for the online training only, since those other programs are for reporting.
 - Chip Lohmiller commented that currently Target Solutions is a reimbursable expense. The rural departments do not have the time to enter all the data.
 - Roger Ihrke replied that the rural departments will not enter the information, but for those members that cannot make a training this would be well worth it for them. If you look at the value of this program, it is a very inexpensive option for departments.
 - The board would like the training committee to review the options for online training and report back at the November meeting.
- MNICS Leadership Course – Steve Flaherty, Executive Director
 - This was a great course for the wildland and structural side firefighters.
- ADMS Virtual Reality Simulator (DNR Request to FSAC through MBFTE)
 - FSAC funding request for \$385,450
 - The request was more than what was in the FSA for one time appropriation. The FSAC acknowledged the importance of this type of training. This request will be presented again in June to FSAC for FY19 funding.
 - Mark Bergerson, Chair, wanted to clarify for the board that all training presentations for funding would be coming through MBFTE rather than FSAC. If MBFTE felt the presentation fit the mission of the board, they would approve the Executive Director to present that request before the FSAC for special funding that would flow through MBFTE for reimbursements. Also, a reminder that at the end of a biennium there may be more funding available for one-time funding opportunities.

Funding Recommendations for FY18 (options attached to minutes)

- *The Executive Director presented four options for the budget to the Training Committee, option #1 with Target Solutions, would be the Executive Director's recommendation. The Training Committee discussed the four options and approved the Executive Director's recommendation. The recommended option went to the Executive Committee for review. The Training Committee agreed to bring the recommendation of option #1 with Target Solutions before the board for approval, with discussion of how to continue the cancer awareness/mental health/PTSD training. Recommended option #1 w/Target Solutions listed below:*
 - Training Reimbursements 21300 firefighters (based on roster collections) \$100.00 "per ff" total = \$2,130,000.00
 - NFPA1001 (950 seats) \$1370 (ff 1&2 w/ops) total = \$1,301,500.00
 - Certification tests (1900) \$115 per test total = \$218,500.00
 - Live Burns (87) \$1500 each total = \$130,500.00
 - Seminars/Conferences (21) total = \$69,450.00
 - Leadership Development Course total = \$45,050.00
 - MBFTE Board Budget = \$245,000.00
 - Target Solutions total = \$125,000.00
 - TOTAL Proposed Budget = \$4,265,000.00
- Board Discussion on the option recommended by the Training Committee:
 - Mark Bergerson, Chair, commented that the cancer awareness/mental health/PTSD could be funded out of the "per firefighter" award dollars rather than a separate item. There is a great need for this across the fire service and the budget of \$75,000 in FY17 was used up very quickly.
 - Eric Hedtke asked what the average is over the years of the programs recommended in the option.
 - Steve Flaherty, Executive Director, replied that with the turnover in the fire service those 1200 seats is the average for the NFPA1001 per year. The average for live burns is 115 per year.
 - Gary Stevens commented that the NFPA1001 and live burns are important trainings that we should be able to fund according to the averages each year. The recommendation would be to take from the reimbursement and add to the NFPA1001.
 - Eric Hedtke commented that the training reimbursements are very important to keep the funding dollars up there and believes the board should not be paying for certification tests. If the departments think that certification is important they can use their reimbursement dollars. We are the training board not the testing board.
 - Mark Bergerson, Chair, commented that the goal of the board has always been to get the reimbursement funding up to \$200 per firefighter consistently and we cannot do that with the budget we have. We can have some consistency with the programs that serve everyone across the state rather than programs that only serve a portion by seats or a limited number of types of training being funded.
 - Beck White commented that the "per firefighter" reaches everyone across the state. The NFPA1001 program is a requirement of licensure by this board, which includes certification. Our department pays for certification and licenses for our firefighters. As a department that has a facility that they use for live burns, we do not benefit from that funding, so it does not have the same impact as the "per firefighter" funding. The training reimbursement and NFPA1001 meet the core missions of the board more than the other programs listed on the budget.
 - Greg Withers commented that the mission of this board was to train firefighters across the state to the minimum level, which is the NFPA1001 program, so they can go to other departments and know what is going on. The part about being certified when they are licensed does not mean we have to pay for certification. The certifications should go away and the money put toward the 1001 program. The fact that not every department is using funding does not matter as much as we are making sure they are trained to a minimum level. I think we should change the funding around and make sure that happens.

- Marshal West commented that the learning management system is very important, but the RFP process could take up to a year or more to complete. I would like to see the \$125,000 moved around to benefit now. I agree with Greg Withers that it is important to train the firefighters to a minimum standard. I disagree with the comments by Greg Withers and Eric Hedtke on certification. If you do not have an independent third party testing in the process to make sure the individuals are actually getting the information presented by the trainers, the trainers could decide to hurry through the course because there is no certification testing to worry about and not instruct to the standards we are trying to achieve. With requiring certification, you are getting a result of that training.
- Rick Loveland commented that we have created a welfare system. We need to have departments get skin in the game. Departments are now holding back training until they get the MBFTE funding to do the training. To hold them accountable if they want to go to the next level it is on the department to pay for it.
- Eric Hedtke replied to let the departments decide if they value the certification enough to pay for it with their per firefighter funding. Then next year we weigh in on the results of the funding that is spent on certification testing under the per firefighter funding and evaluate the decision again.
- Rick Loveland commented if we are having the individual take the NFPA1001 and then we make them take the test, we tell the departments they have to pay for it out of their per firefighter funding. We do not have rule making authority but we can tie rules to the money to make the departments jump through hoops and have some skin in the game.
- Margaret Koele, License Coordinator, asked for clarification if the discussion is keeping NFPA1001 seats at 950 and no certifications. The issue becomes staff time to track all the NFPA1001 students making sure they are completing both certifications for FF1 & FF2 requirements that is required for providers to be reimbursed for this program. That would mean not paying the providers until the whole program is complete from start to finish by the student, which could run into subsequent fiscal years. We would have to track who has dropped, not completed, or transferred by individual in a system not built for reporting all these scenarios that could go along with reimbursing and tracking each student, department and provider. This would entail tracking of individuals from each department and try to collect the funds back from providers that were paid before the program was completed for those students that did not complete the program as required for reimbursement.
 - Steve Flaherty, Executive Director, commented that we have the database set up for fiscal audits the reimbursements paid out for the class attended and the certifications taken.
 - Margaret Koele, License Coordinator, replied that the provider checks the boxes as the students complete the courses, as well as uploading the required documents for reimbursement. Then the certification board enters the pass/fails as the certification exams are complete and upload their required documents for reimbursements. The audit trail follows the paper trail of payments from start to finish for each student. The process under discussion will have an administrative impact on MBFTE staff and MSFCB staff. We do not track the certification through the per firefighter funding that is a separate database. This discussion regarding the splitting of the certification payments from the original program, with part of the funding being taken under a separate funding program, will make it very difficult for a state audit. MBFTE would be accountable for the funds paid out and not paid back for students that did not complete the program, again which are data base is not set up for tracking that information under the per firefighter funding.
- Mark Bergerson, Chair, commented that it would just be a line item out of their per firefighter funding.
- Eric Hedtke asked what to do we value more the training or having them pass a test. It should be the training.
- Mark Bergerson, Chair, replied that they do not have to pass the test, just take the test. We do need to have consistency across the board, which is having them take the certification test.
- Eric Hedtke asked if we could track the reimbursements of certification through the reimbursement side.
- Margaret Koele, License Coordinator, replied that we cannot track that through the per firefighter reimbursement side as it is a separate database. That program is not set up for that type of tracking or information to be entered. The only tracking or reporting of the NFPA1001 is through that specific database, which the board approved funding to build for that purpose. The board also just paid out \$1000 for the programmer to build splitting of the FF1 and FF2 between two fiscal years as well as setting providers up to be able to upload documents under their login and to be paid directly from the per firefighter funding to the departments. At this point to inform the board we are at the limit of the dollar amount we can contract our programmer for without having to do an RFP. If you decide to add more types of database programs, changes, reporting or tracking features it would be over our limit allowed to use our programmer for this purpose under our current contract and would have to be bid out.
- Marshal West commented to put all the funding from NFPA1001 to the training reimbursements. Roger Ihrke agreed with that comment.
- Steve Flaherty, Executive Director, replied the scenario is:
 - \$175 per firefighter
 - \$0 NFPA1001
 - \$0 certifications
 - 116 Live Burns
- Marshal West reminded the board that with that scenario there will be 18 academies not getting any funding for their NFPA1001 classes, and they are not fire departments.
- Becki White commented that academies are made up of individuals from fire departments, so they could use their reimbursement (per firefighter) funding to pay.

- Marshal West commented that is correct, but the departments were happy they did not have to take their reimbursement funding to cover the NFPA1001 classes. To also comment on Rick Loveland's statement, that "we have created a welfare system for the departments", the situation has actually been caused by the cities and townships seeing the training funding dollars that MBFTE is providing and then cutting the departments budgets by those dollar amounts. This funding was supposed to assist and enhance their training budgets.
 - Chris Ford commented that he is not sure he is comfortable with giving complete control of spending the funding to the Chiefs of each department. I think we need to set standards and recommendations, which should be part of that process.
 - Greg Withers commented that NFPA1001 is the most important thing in that budget and wants to see that left in the budget.
 - Eric Hedtke replied he believes that the reimbursement is the most important item in the budget.
 - Mark Bergerson, Chair, asked Marshal West what was mentioned in the fire training study regarding the MBFTE funding.
 - Marshal West replied that the only comments were "do not mess with the training board money"
- **Rick Loveland motioned to approve option #1 for:**
 - **\$100 per firefighter = \$2,130,000.00**
 - **1000 NFPA1001 seats = \$1,370,000.00**
 - **2000 certifications = \$175,500.00**
 - **21 seminars/conferences = \$69,450.00**
 - **Leadership Development Course = \$45,050.00**
 - **MBFTE board budget = \$245,000**
 - **Chip Miller second the motion.**
- Mark Bergerson, Chair, called on Dave Schliek from the MSFCB that had a comment of clarification.
 - Dave Schliek commented that the certification testing was tied to the NFPA1001 program with funding from the FSAC at their June 6, 2012 meeting.
 - Mark Bergerson made the comment that this was a point of clarification on the funding that comes from the FSAC. Now we have a motion for option #1 with a second, any further discussion.
- **Eric Hedtke would like to see the motion amended to zero out the certification tests and add the funds to the training reimbursement funds, Roger Ihrke second that motion.**
 - **\$111 per firefighter**
 - **1000 NFPA1001 seats**
 - **No certifications**
 - **114 Live Burns**
 - **Conferences/Seminars, Board Budget and Leadership Development Course remain the same.**
- Becki White questioned the attendance on the live burns, as \$175,000 is a lot of money toward the program. Steve Flaherty, Executive Director replied we do not keep attendance records of that program.
 - Mark Bergerson, Chair, replied the discussion is on the amendment about moving certifications from the budget and that funding going into the training reimbursement funding (per firefighter).
 - Gary Stevens asked for clarification because the stipulation from FSAC was that the certification tests would be required to take for the NFPA1001 program. MBFTE tied it in, if they were required to take the test we would pay for it.
 - Steve Flaherty, Executive Director, commented once again, that tracking of the payments to the providers and making sure each student has completed the NFPA1001 program, which includes the certification testing, will be cumbersome for staff and providers.
 - Eric Hedtke commented that he understands there will be an adjustment, but believes that the \$230,000 should be put toward the training of firefighters.
- **ROLL CALL VOTE ON OPTION:**
 - **MBFTE Resolution 2017.08.15-1**
 - **To approve the motion made by Eric Hedtke for funding option #1 with an amendment to zero out the certification tests and add the funds to the training reimbursement funding. Roger Ihrke second that motion. Motion as follows:**
 - **\$111 per firefighter**
 - **1000 NFPA1001 seats**
 - **No certifications**
 - **114 Live Burns**
 - **21 Conferences/Seminars**
 - **Board budget (\$245,000)**
 - **Leadership Development Course (45,050.00)**

- **Agree with the motion:**
 - **Eric Hedtke – Assoc. of Townships**
 - **Roger Ihrke – League of Cities**
 - **John Kahnke – MSFDA**
 - **Chip Lohmiller – MSFCA**
 - **Christi Patrick – MSFDA**
 - **Greg Withers – Public Member**
 - **Becki White – MSFCA**
 - **Opposed to the motion:**
 - **Mark Bergerson – MSFDA**
 - **Rick Loveland – MPFF**
 - **Chris Ford – MPFF**
 - **Bruce West – DPS SFM**
 - **Gary Stevens – MSFDA**
 - **Absent Jim Fisher (Assoc. of Townships), Natascha Hennen (MSFDA) and Kelly Slavik (League of Cities).**
 - **MOTION CARRIED**
- **ROLL CALL VOTE ON THE BUDGET:**
 - **MBFTE Resolution 2017.08.15-2**
 - **To approve the budget as follows:**
 - **\$111 per firefighter = \$2,364,300.00**
 - **1000 NFPA1001 seats = \$1,370,000.00**
 - **No certifications**
 - **114 Live Burns = \$171,000.00**
 - **21 Seminars/Conferences = \$69,450.00**
 - **Leadership Development Course = \$45,050.00**
 - **MBFTE Board budget = \$245,000.00**
 - **TOTAL proposed budget = \$4,265,000.00**
 - **Agree with the motion:**
 - **Eric Hedtke – Assoc. of Townships**
 - **John Kahnke – MSFDA**
 - **Christi Patrick – MSFDA**
 - **Greg Withers – Public Member**
 - **Opposed to the motion:**
 - **Mark Bergerson – MSFDA**
 - **Rick Loveland – MPFF**
 - **Chip Lohmiller – MSFCA**
 - **Gary Stevens – MSFDA**
 - **Bruce West – DPS SFM**
 - **Becki White – MSFCA**
 - **Chris Ford – MPFF**
 - **Roger Ihrke – League of Cities**
 - **Absent: Jim Fisher (Assoc. of Townships), Natascha Hennen (MSFDA), and Kelly Slavik (League of Cities)**
 - **MOTION FAILED**
- Mark Bergerson, Chair, replied now the budget motion has failed so we need to have more discussion, again, on what everyone would like to change to make it so we can approve the budget.
 - Roger Ihrke proposed to take the live burn funding out and put into the training reimbursements. Live burns are not a statewide program as the other budget items are. Some of the departments do 2-3 live burns a year and get the funding when other departments cannot even get one funded being on the waiting list. The process is long and difficult and if any rural departments chose to do a live burn they will pay for it out of their per firefighter award allocation. The funding mostly benefits the technical colleges and private providers doing the live burns.
 - Mark Bergerson, Chair, commented that would make \$119 per firefighter by dropping the budget item of live burns.
 - Chris Ford asked if anyone could clarify why they voted yes to the motion on the option after several hours of discussion and no to the budget when they were the same thing.

- Marshal West commented that he would be glad to clarify that he voted both “no”, because the belief is that certification should stay part of the NFPA1001 program.
- Becki White explained that she justified getting rid of the certification so the funding would go out across the whole state and not just affect a few around the state. She voted down the budget because Chip Lohmiller had more discussion points and it was passed the time when the budget vote came up.
- Mark Bergerson, Chair, asked Chip Lohmiller, what do you want to discuss?
- Chip Lohmiller would like to clarify the removal of certifications and he believes that the departments should take some of the financial responsibility with the programs. Most departments have 2-3 people take the NFPA1001 and it would only be a couple hundred dollars from their funding. I think we need more discussion on this.
- John Kahnke wanted to know how many live burns are conducted because of the NFPA1001 class requirement.
 - Steve Flaherty, Executive Director, replied that a few are conducted for those individuals, but most are departments doing the live burn for training and it is not affiliated with the NFPA1001 requirement.
- Rick Loveland commented that the certification is another agency and seems like we have a personal bias against an agency we do not need to have. They are doing a necessary evil for a program we have established as a third party testing agency.
- Margaret Koele, License Coordinator, asked if there were stipulations regarding the certification from the FSAC when the funding was appropriated to the MBFTE for NFPA1001.
 - Rick Loveland replied that they required testing and passing the test.
- Mark Bergerson, Chair, commented that the question is if we are going to pay for this requirement under the NFPA1001 program.
- Marshal West commented this is an unfunded mandate, by making it mandatory to be reimbursed under the NFPA1001 program that they have to complete certification, but the certification will not be paid for under that program.
 - Eric Hedtke replied that we already established that we would not pay for certifications.
- Rick Loveland commented that the departments do not see two line item budgets, they just know they can put this many people through a program and it is all taken care of with the funding. Now we making a decision today to tell everyone starting next month we are changing the program on you.
 - Eric Hedtke replied that is what you wanted to let them have skin in the game.
 - Rick Loveland replied, that he does want them to have skin in the game, but at a certain point, we are going to have issues to throw it all into one funding. We will have to education departments if changes are going to be made to a program that has been out there for this long. If we start having discussions now with departments over the course of the year that things are going to drastically change and here are the changes the board is considering verses us making a decision without giving them any information. We have only told them that there would be less money this year and now were talking about changing a program that many departments have taken advantage of.
- ***Rick Loveland makes a motion that all numbers stay the same as the last motion except we pay for FF1 certification and the FF2 certification will be paid for by the department out of their training reimbursement funding.***
 - The skin in the game is the departments having to pay for the FF2 certification requirement under the NFPA1001 program out of their training reimbursement funds. We will take \$115,000 from NFPA1001 certifications and move it to the training reimbursements to make it \$105.50 per firefighter.
 - Roger Ihrke commented that the state of Wisconsin and Iowa pay for all their firefighters to be trained to the NFPA1001 standards.
 - Mark Bergerson, Chair, commented that is a different source of funding.
- ***Second to the motion made from John Kahnke to move one of the certification tests to the training reimbursement funding.***
 - Rick Loveland commented that this is a start to educate the departments if we want to make a change going forward, possibly moving all funding to the training reimbursements and all the other programs going away. We cannot say they told us what they wanted in the study because they did not have this information.
 - Chris Ford questioned if the ultimate goal is to get everyone trained to the FF2 standard with certification.
 - Rick Loveland replied yes that is the goal, but we do not require them to pass the test.
 - Gary Stevens commented to put seven or eight new people on a department will get \$40 extra dollars in funding under the training reimbursement, but the actual certification test will cost them \$900. The certification tests should stay within the

NFPA1001 as a line item budget.

- Mark Bergerson, Chair, commented that the \$115,000 from the FF2 certification portion of the NFPA1001 program would now be spread over all the departments across the state. When it stays within the NFPA1001 program, it would only go to 1000 people. We are taking \$5 and giving it to 20,000 people. This is a supplemental budget to every departments training budget. This was never meant to replace a departments training budget 100%. They will either make a decision it is important to have a person trained or it is not important and they would rather do some other type or training with the funding. I believe historically we have had 1200 go through NFPA 1001 program and we should see that we still have 1000 going through the program as the budget stands.
 - Rick Loveland commented that if we put all the funding under the training reimbursement side would be approximately \$175 per firefighter. If a department puts through about 11 people under the NFPA1001 program would be about \$17,000 of their budget not leaving much left. The smaller departments would not be able to fund that program on their reimbursement funding.
 - **ROLL CALL VOTE ON THE MOTION TO APPROVE THE BUDGET:**
 - **MBFTE Resolution 2017.08.15-3 motion to approve the following budget:**
 - **Per Fire Fighter (RFR) \$105.50 = \$2,247,150**
 - **NFPA1001 - 1000 seats (\$1370) = \$1,301,500**
 - **1000 certifications – (115.00 each test) = \$115,000**
 - **Live Burn 116 (\$1500 each) = \$174,000**
 - **Conference & Seminar 21 = \$69,450**
 - **Leadership Development Course = \$44,400**
 - **TOTAL proposed budget = \$4,265,000.00**
 - **Agree with the motion:**
 - **Eric Hedtke – Assoc. of Townships**
 - **John Kahnke – MSFDA**
 - **Christi Patrick – MSFDA**
 - **Greg Withers – Public Member**
 - **Mark Bergerson – MSFDA**
 - **Rick Loveland – MPFF**
 - **Chip Lohmiller – MSFCA**
 - **Becki White – MSFCA**
 - **Chris Ford - MPFF**
 - **Opposed to the motion:**
 - **Gary Stevens – MSFDA**
 - **Bruce West – DPS SFM**
 - **Absent: Jim Fisher (Assoc. of Townships), Natascha Hennen (MSFDA), Roger Ihrke (League of Cities) and Kelly Slavik (League of Cities)**
- **MOTION CARRIED**

Qualified Instructor Process

- Statute changes have been approved to move forward to legislation with this program.
- Quote from Monica Correll to build the “Qualified Instructor Database” = \$2160.00
 - **Rick Loveland motioned to approve the quote from Monica to build the qualified instructor database, John Kahnke second the motion.**
 - Rick Loveland asked how the qualified instructor list is tied to licensing.
 - Margaret Koele, License Coordinator, commented that is a decision for the committees to make regarding this program. There are administrative costs of building a database, on- going maintenance, renewal process and application process. The license committee may want to discuss a small fee for this type of program to cover the administrative costs this will become part of the budget.
 - Rick Loveland asked where the current qualified instructor list with over 1000 names has gone, as it was sitting with the training committee.
 - Mark Bergerson, Chair, replied that list and application process has been removed from our web site and it is not available for departments. The qualifications for being a qualified instructor were on that application and were sent out to all departments, which are in the minutes from the last meeting.
 - Gary Stevens does not believe we should be voting on this until after the legislative session.
 - **Rick Loveland wants to keep the motion as it stands with a second by John Kahnke second.**

- Mark Bergerson, Chair, called the motion:
 - **ROLL CALL VOTE ON MOTION TO APPROVE MONICA CORRELL QUOTE:**
 - **Motion Resolution 2017.08.15-4 to approve the quote of \$2160 from Monica Correll to build the qualified instructor database, if given legislative approval for the changes in statute regarding that program.**
 - **Agree with the motion:**
 - Eric Hedtke – Assoc. of Townships
 - John Kahnke – MSFDA
 - Rick Loveland – MPFF
 - Chip Lohmiller – MSFCA
 - Mark Bergerson – MSFDA
 - Becki White – MSFCA
 - Chris Ford – MPFF
 - Christi Patrick – MSFDA
 - **Opposed to the motion:**
 - Gary Stevens – MSFDA
 - Bruce West – DPS SFM
 - Greg Withers – Public Member
 - **Absent: Jim Fisher (Assoc. of Townships), Natascha Hennen (MSFDA), Kelly Slavik (League of Cities) and Roger Ihrke (League of Cities)**
 - **MOTION CARRIED**

Main Motions/Resolutions

Motion: Amended motion moved by Eric Hedtke to approve the statute changes, as submitted to the board, and then wait until the November meeting to discuss who will carry the changes to legislation on behalf of MBFTE. John Kahnke made a second to the motion. Motion called by Mark Bergerson, Chair, to approve the amended motion.

The motion carried with 12 yeas in favor with no nays against.

Motion: Amended motion moved by Eric Hedtke for funding option #1 with an amendment to zero out certification tests and add the funds to the training reimbursement funding. Roger Ihrke seconded that motion.

The motion carried with 7 yeas in favor and 5 nays against.

Mark Bergerson called for a roll call vote to approve the budget based on the approved motion of the option #1.

The motion failed with 4 yeas in favor and 8 nays against.

Motion: Moved by Rick Loveland that all numbers stay the same as the last motion except we pay for FF1 certification and the FF2 certification will be paid for by the department out of their training reimbursement funding. John Kahnke seconded that motion.

The motion carried with 9 yeas in favor and 2 nays against.

Motion: Moved by Rick Loveland to approve the quote of \$2160.00 from Monica Correll to build the “Qualified Instructor” database, if given approval by the legislature for the statute changes.

The motion carried with 8 yeas in favor and 3 nays against.

Motion: Moved by Becki White to approve the FY18 board-meeting calendar. Marshal West second the motion.

The motion carried with 11 yeas in favor with no nays against.

Old Business

- Firefighting training study update (MAD) – Bruce West, Fire Marshal
 - Marshal West commented that the study from the fire service reflected very clearly “do not mess with the MBFTE money”.
 - The summary is in the “Executive Report”. We will be meeting with the leadership of the organizations for their input.
 - Online and virtual reality training was a recommendation from the fire service across the state.

- Discussion on partnering with the SFM on a fourth FSS position – Marshal West
 - The board cannot financially afford this option at this time.
 - Marshal West commented that they are down to two fire service specialists, but are in the process of hiring third.

Public Comment

- No public comment at this time.

Other Business

- Governors Fire Prevention Day at the State Fair
 - The board has a booth at the fair during this event and staff would like to extend an invite to any board member that would like to come help out during the day. We are there from 6:00 a.m. until 6:00 p.m. with set up and take down.
- Board member appointments
 - The member's seats that are up in January will be posted online for applications in November. The following seats that are up:
 - Kelli Slavik
 - Eric Hedtke
 - Christi Patrick
- FY18 Calendar
 - **Becki White motioned to approve the FY18 board-meeting calendar. Marshal West second the motion.**
 - **Mark Bergerson, Chair, called the question and with unanimous yeas and no nays:**
 - **MOTION CARRIED**
- MSFCB has sent a letter to all board members for an invitation to view their processes at their office at any time. Please contact the MBFTE Executive Director if you are interested and he will set up the meeting.

Adjournment

A motion was made to adjourn the meeting at 2:42 p.m.