



TRAINING COMMITTEE MEETING AGENDA

DATE: November 8, 2017

TIME: 10:00 AM

LOCATION: Elk River Fire Department
EOC Room Lower Level

AGENDA DETAILS

(Please have all cell phones on silent and remove them from the table)

I. Call to order – Mark Bergerson, Chair

- a. Accept agenda
 - i. Agenda additions

II. Approval of minutes from August 10, 2017

III. Old business

- a. Discussion on special request to FSAC for FY19 cancer awareness/PTSD/mental health awareness funding
- b. Learning management system RFP (online training)
- c. Qualified instructor process
 - i. Same application or revise (resume, curriculum, or other documents required) (online with upload feature)
 - ii. Qualifications
 - iii. Who will review each application to determine qualified
 - iv. Renewal process (how often, licensed to cover fees for administration and program build/maintain by programmer) – work with license committee (\$2160 to build, \$1200 yearly maintain)
 - v. List (keep old or start new) (tracking/reporting features/online search feature)
- d. Discussion on fire service study “Executive report”

IV. New business

- a. Executive Director report, Steve Flaherty

V. Other business

VI. Public comment

VII. Adjournment

Some members of the committee may participate by telephone or other electronic means. Any person, other than a committee member, 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

Conference call in is available for the meeting at: 888-742-5095, enter the conference code: 6014755392 and follow the call-in-instructions to join the conference call.

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