

Minnesota Board of Firefighter Training and Education
Meeting Minutes of December 18, 2007 – St. Michael, MN

The Minnesota Firefighter Training and Education Board (MnBdFT&E) was called to order at 3:20 p.m. at the Township Offices in St. Michael, MN by Chairman Marv Calvin.

P	Marvin Calvin MSFCA	Willmar	2009			VACANT League of Cities		2007
P	Wayne Durant MSFDA	Brainerd	2009		P	Tom Pressler MSFDA	Bloomington	2009
A	Jim Fisher Ass'n of Townships	Zim	2009		P	Jerry Rosendahl Dept of Public Safety	St Paul	N/A
P	Daniel Greensweig Ass'n of Townships	St. Michael	2010		A	Kelli Slavik League of Cities	Plymouth	2010
A	Aliina Granholm MSFDA	Esko	2011		A	Judy Smith Thill MSFDA	Inver Grove Hts	2008
P	Jeff Swanson MSFCA	Detroit Lakes	2010		A	John Wiskocil MSFDA	Montgomery	2008
P	Barbara Frank Public Member	Danube	2011		P	Matthew Ashmore MPFF	Hibbing	2011
P	Richard Loveland MPFF	Moorhead	2008					

MPFF = Minnesota Professional Fire Fighters MSFCA = Minnesota State Fire Chiefs' Association
MSFDA = Minnesota State Fire Department Association

Visitors: Don Beckering, Warren Jorgenson

There were introductions around the room.

Motion by Rick Loveland – that minutes of meeting November 21, 2007 be approved as distributed. Second by Jeff Swanson. Carried.

Officers Reports:

Chairman Calvin reported

- that the Chairman's position would be up for election in January.
- That he had been contacted by Warren Jorgenson about his comment at the last Board meeting to review the Training Burn Procedure (See further discussion under the committee report).

Secretary Tom Pressler distributed a packet of information that included

- Roster (also one circulated for update)
- Approved copy of minutes of September 2007
- Draft minutes of November 2007
- Form listing
- Form 07-1 *Request for Notice of Meeting Expiration*
- Form 07-2 *Request for Notice of Special Meeting*
- Form 07-3 *Annual Posting of Scheduled Meetings*
- 2008 Roster of Persons requesting Notice of Special Meetings

Correspondence:

- Marv Calvin reported on and distributed copies of correspondence from Ann Gergen (LMC).
- Marv also reported on activities related to the Executive Director

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Committee Reports and Action:

Training Committee

The Committee had met and brought several actions before the Board for approval.

[Secy Note: In interest of reporting brevity – the motions below are in the format of Maker, Secunder, Motion, and action.]

Rick Loveland, Tom Pressler – to approve the recommendation of the Training Committee that minimum requirements for Instructor Qualification be found in NFPA-1041 and certification in whatever discipline they are to teach. Carried without opposition. [Reconsidered and sent back to Training Committee for further clarification.]

Rick Loveland, Jerry Rosendahl – that all National Fire Academy classes be approved as well as instructors for those classes as approved by the NFA. Carried without opposition.

Rick Loveland, Tom Pressler – that Wildland Fire Courses [S130] as developed by the DNR and U.S. Forest Service and instructors qualified by those services be accepted. Carried without opposition.

Rick Loveland, Matt Ashmore – that curriculum for approval by the Board be based on NFPA-472 – Professional Competence of Responders to Hazardous Materials Incidents. Carried without opposition.

Tom Pressler, Rick Loveland – to reconsider first motion on approval of minimum instructor requirements. Carried without opposition.

Jerry Rosendahl, Jeff Swanson – to table the instructor qualification motion and refer it back to the Training Committee for further clarification. Carried without opposition.

Rick Loveland, Jeff Swanson – that curriculum for approval by the Board be based on NFPA-1001 – Fire Fighter Professional Qualifications (includes FFI and FFII). Carried without opposition.

Rick Loveland, Jeff Swanson – that curriculum for approval by the Board be based on NFPA-1670 – Operations and Training for Technical Search and Rescue Incidents (10 Disciplines). Carried without opposition.

Rick Loveland, Wayne Durant – that curriculum for approval by the Board be based on NFPA-1021 – Fire Officer Professional Qualifications. Carried without opposition.

Rick Loveland, Barbara Frank – that curriculum for approval by the Board be based on NFPA-1002 – Fire Apparatus Driver/Operator Professional Qualifications. Carried without opposition.

Rick Loveland, Barbara Frank – that curriculum for approval by the Board be based on NFPA-1031 – Professional Qualifications for Fire Inspector and Plan Examiner. Carried without opposition.

Rick Loveland, Jeff Swanson – that curriculum for approval by the Board be based on NFPA-1033 – Professional Qualifications for Fire Investigator. Carried without opposition.

Rick Loveland, Dan Greensweig – that curriculum for approval by the Board be based on NFPA-1035 – Professional Qualifications for Public Fire and Life Safety Educator. Carried without opposition.

Rick Loveland, Wayne Durant – that curriculum for approval by the Board be based on NFPA-0921 – Guide for Fire and Explosion Investigations. Carried without opposition.

Rick Loveland, Tom Pressler – that curriculum for approval by the Board be based on OSHA Mandated Standards. Carried without opposition.

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Administration Committee

- Marv Calvin reported and discussion was had about the space comments in the RFP.
- Some discussion of office location.

Motion by Jeff Swanson to separate “space” and “employment” in the RFP. Second by Rick Loveland. Carried without opposition.

New Business:

- Resolution 2007-1 approving Chairman to sign – (resolution and vote attached to Minutes)

Motion by Tom Pressler to accept Resolution 2007-01 (granting authority to Board Chair, etc.). Second by Rick Loveland. Roll Call vote requested and carried without opposition.

- Resolution 2007-2 establishing expiration date of “Notice of Special Meetings” as January 1st each year. – (Resolution attached to Minutes)

Motion by Tom Pressler to accept Resolution 2007-02 (establishing expiration date of “Notice of Special Meetings” as January 1st each year). Second by Jeff Swanson. Passed without opposition.

The meeting was adjourned at 4:10 p.m.

Respectfully Submitted,

Tom Pressler, Secretary

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Resolution No. 2007-01

BE IT RESOLVED, by the Minnesota Board of Firefighter Training and Education: that pursuant to Minnesota Statute Chapter 344; Section 2 [299n.02]; Subdivision 3; Number 3 (b)(1-3); the Board Chair shall be granted the authority to hire employees and sign, on behalf of the Board, contract related documents and contracts for technical and professional services, accounts payable and/or receivable, and to apply for, receive, and accept grants, gifts, devises and endowments that any entity may make to the Board.

Motion by Tom Pressler to adopt Resolution 2007-01. Second by Dan Greensweig.

Roll Call Vote Dated this 18th day of December.

Marvin Calvin	<u> X </u>	Aye	<u> </u>	Nay	
Tom Pressler	<u> X </u>	Aye	<u> </u>	Nay	
John Wiskocil	<u> </u>	Aye	<u> </u>	Nay	Absent
Jim Fisher	<u> </u>	Aye	<u> </u>	Nay	Absent
Jeff Swanson	<u> X </u>	Aye	<u> </u>	Nay	
Aliina Granholm	<u> </u>	Aye	<u> </u>	Nay	Absent
Judy Smith Thill	<u> </u>	Aye	<u> </u>	Nay	Absent
Richard Loveland	<u> X </u>	Aye	<u> </u>	Nay	
Wayne Durant	<u> X </u>	Aye	<u> </u>	Nay	
Daniel Greensweig	<u> X </u>	Aye	<u> </u>	Nay	
Kelli Slavik	<u> </u>	Aye	<u> </u>	Nay	Absent
Matthew Ashmore	<u> X </u>	Aye	<u> </u>	Nay	
Barbara Frank	<u> X </u>	Aye	<u> </u>	Nay	
Jerry Rosendahl	<u> X </u>	Aye	<u> </u>	Nay	

Tom Pressler, Secretary

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Resolution 2007-2

**RESOLUTION ESTABLISHING AN ANNUAL EXPIRATION DATE FOR
REQUESTS OF NOTICE OF SPECIAL MEETINGS**

WHEREAS, the Open Meeting Law provides an opportunity for a person to file a request for notice of special meetings (Minn. Stat. § 13D.04, subd. 2);

WHEREAS, public bodies are authorized to establish an expiration date for requests for notice of special meetings;

WHEREAS, it is the interest of the Minnesota Board of Fire Training and Education to promote uniformity and reduce the administrative burdens of handling and responding to requests for notice; and

WHEREAS, once an annual expiration date is established persons having filed a request for notice are given notice of an impending expiration and have the opportunity to renew their request;

NOW, THEREFORE, BE IT RESOLVED, that written requests for notice of special meetings made pursuant to the Open Meeting Law will expire on January 1st each year.

Adopted by the Minnesota Board of Fire Training and Education at the Board Meeting of December 18, 2007

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Tom Pressler, Secretary