

**Minnesota Board of Firefighter Training and Education**  
**Meeting Minutes of December 16, 2008; St Michael, MN**

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The Minnesota Firefighter Training and Education Board (MBFTE) was called to order at 12:30 PM 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	2010
P	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		P	Judy Smith Thill MSFDA	Inver Grove Hts	2012
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	2012					

P	Barbara Tucitto Warren	Executive Director			P	Nancy Franke Wilson	Executive Director	
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MPFF = Minnesota Professional Fire Fighters MSFCA = Minnesota State Fire Chiefs' Ass'n MSFDA = Minnesota State Fire Department Ass'n  
 Visitors: Warren Jorgenson, MnSCU; Todd Sietz, MnSCU; John Olson, Henn Tech College; Dale Mashuga, F.I.R.E. Inc.

*Motion by Jim Fisher – that Minutes of October 21, 2008 be approved as distributed. Second by Rick Loveland. Carried.*

**Reimbursement Policy –**

Power Point that was given to FSA on December 3, 2008.

DRAFT put together based on various inputs –

- Training Committee
- Interviews
- Survey
- 9 States

Retroactive to July 1, 2008 – to June 30, 2009.

2.8M total if Leg lets us have \$1M.

Jerry Rosendahl: Good news – extra money considered direct appropriation that which is directed by the Legislature – must be approved by Legislature – extra money as far as they are concerned.

Nancy: Know by March or April - Jerry: may or may not know. Must go through the session and/or special session.

List of classes – already approved – will continue to expand in the next 6 months.

Within or outside the boundaries – especially border cities.

**Reviewed Reimbursement Draft –**

Rick reviewed instructor of record qualifications –

1. Five years experience as an instructor in the basic discipline for which reimbursement is requested. And - -
2. And - - Firefighter 1, Firefighter 2, and Instructor 1 Certification, or a Bachelors or Master's degree in adult education and certification in discipline.
3. Or - - the equivalent of five years active firefighter
4. And - - Training obtained within or outside the boundaries of the State of Minnesota. Applicants requesting reimbursement for training outside the boundaries of the State of Minnesota must provide a brief explanation of the circumstances that prevent them from obtaining that training in Minnesota.

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***Motion by Jerry Rosendahl – that we simplify for the initial roll-out in that it should be five years experience as an instructor in the basic discipline for which reimbursement is requested or FF1, FF2 and Inst 1 Certification and certification in discipline or a Bachelor’s or Master’s Degree. Second by Jim Fisher . Carried as amended.***

***Amend by Barb Frank to add and the equivalent of five years active firefighter. Kelli second. Carried***

Reimbursement and discussions -

Hourly pay –

- many departments do not have (60%) – put in a number. If not compensated put on the application and perhaps there will be a stipend.
- some in area pay and some just pay expenses.
- Eliminate hourly pay - agree
- Certification –
  - How are we improving training by paying certification? Not correct use of the moneys.
  - Looking ahead to credentialing
  - Agree to 50%

***Motion by Rick Loveland – that text books are included in covered expenses.. Second by Jim Fisher . Carried.***

No double dipping. - If questions – contact ED.

No conflict of interest – for members of the Board to get reimbursement.

***Motion by Jeff Swanson – that the Board accept the modified procedure in concept. Second by Judy Thill . Carried.***

Rick Loveland indicated that there had been several meetings about this document. A number of issues have been discussed and he is happy that we were able to get through it together today. Appreciate everybody’s input. It is a starting point. Training committee has a lot of work ahead.

Chair Calvin gave cudos to the Training Committee and the EDs.

Date for the application to be returned. If out in January (early) some Departments may not get it until February. Put date in March – March 1, 2009

***Motion by Tom Pressler – that the application return date be established as March 1, 2009. Second by Judy Thill . Carried.***

Financial Report.

The financial report was distributed as well as an excel spreadsheet for the operating budget.

***Motion by Wayne Durant to accept the Financial Reports as distributed. Second by Dan Greenswieg. Carried.***

Meeting schedule for 2009.

Executive Monthly on 2<sup>nd</sup> Tuesday

Board Monthly on 3<sup>rd</sup> Tuesday

Legislative same day as Board meeting. 10 am

Training – Monthly 3<sup>rd</sup> Tuesday – 10:30

***Motion by Judy Thill to establish 2009 meetings as discussed. Second by Dan Greenswieg. Carried.***

Goal setting session – from Exec Committee – in 1<sup>st</sup> quarter of 2009.

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Resolutions:

*To approve the Chair of the Minnesota Board of Firefighter Training and Education, the delegation of Authority to enter into an agreement for telecommunication and phone and related services with the city of Elk River. A second signature - that of an Executive Director - must also be on all such documents signed by the Chair.*

*Motion by Dan Greenswieg that the following resolution be adopted. Second by Wayne Durant.*

**Roll Call Vote:**

Marvin Calvin	Abstain
Tom Pressler	Aye
John Wiskocil	Absent from meeting.
Jim Fisher	Aye
Jeff Swanson	Absent for vote
Aliina Granholm	Absent from meeting
Judy Smith Thill	Aye
Richard Loveland	Aye
Wayne Durant	Aye
Daniel Greensweig	Aye
Kelli Slavik	Absent for vote
Matthew Ashmore	Aye
Barbara Frank	Aye
Jerry Rosendahl	Aye

*Motion passed*

*To approve the Chair of the Minnesota Board of Firefighter Training and Education, the delegation of Authority to enter into an agreement with the State of Minnesota for website and related services. A second signature - that of an Executive Director - must also be on all such documents signed by the Chair.*

*Motion by Dan Greensweig that the following resolution be adopted. Second by Jim Fisher.*

**Roll Call Vote:**

Marvin Calvin	Abstain
Tom Pressler	Aye
John Wiskocil	Absent from meeting.
Jim Fisher	Aye
Jeff Swanson	Absent for vote
Aliina Granholm	Absent from meeting
Judy Smith Thill	Aye
Richard Loveland	Aye
Wayne Durant	Aye
Daniel Greensweig	Aye
Kelli Slavik	Absent for vote
Matthew Ashmore	Aye
Barbara Frank	Aye
Jerry Rosendahl	Aye

*Motion passed*

The meeting was adjourned at 2:55 pm

Respectfully submitted,

Tom Pressler, Secretary