



MBFTE BOARD MEETING MINUTES

DATE: May 8, 2018

TIME: 11:30 AM

LOCATION: Elk River Fire Department
EOC Room Lower Level

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		

Guests: Dave Schliek (MFSCB), Theresa Zikmund (MFSCB), Dave Yurczyk (MSFDA), Tom McDonough (St Paul Fire), Jared Rozeboom (FSS), John Cunningham (Elk River FD) and Anne Mathiowitz via teleconference from Hennepin Teach

I. Call to order – Mark Bergerson, Chair 11:38

- a. Additional agenda items:
 - i. Discussion on provider letter
 - ii. Discussion on 1001 program
 - iii. Bylaws on attendance discussion
 - iv. Open positions on the board

Jim Fisher accepted the agenda with additions, Chip Lohmiller second, motion carried

II. Minutes from February 13, 2018

Natascha Hennen motioned to accept minutes with a date change correction, Gary Stevens second, motion carried

III. Treasurer report

- a. FSA balance, Marshal West - \$11,076,877.83 and it is on schedule to reach the \$13 million budget

IV. Other reports

a. Executive Director, Steve Flaherty

- i. 375 departments have submitted for reimbursements to date
- ii. NJPA funds are going well with 49 departments using those funds
- iii. Live burn waiting list already started for FY19
- iv. Conference & Seminar invoices are coming in from that project
- v. 577 students reimbursed to date form NFPA1001 program
- vi. EMS training reimbursements to date approved \$101,666.58
- vii. Backfill & OT reimbursements to date approved \$1,674.32
- viii. Leadership Development has completed for this fiscal year and we are looking at continuing the program at Camp Ripley verses the fire officer schools. There are testimonials in your packets from students that have taken this course
 1. Marshal West commented if there is any thought by the board to look into a “Leadership II phase”. Maybe a survey to those that took the course with feedback on what they would like to see in a program that goes beyond the first phase. It could be funded as a one-time appropriation request every other year so it would not come out of the MBFTE budget.
 2. The board would like this topic to go back to the training committee for further discussion.

Margaret Koele has worked with Monica Correll on our website and upgrades to our databases. The site is being utilized for the FSS and departments with positive feedback

b. Executive Committee, Mark Bergerson, Chair

- i. Fourth Fire Service Specialist position shared with SFMD
 1. Mark Bergerson commented that the board has been approached by SFMD to help financially bring on a fourth fire service specialist at a cost of \$100,000
 2. There is a great need around the state for the FSS positions and promoting MBFTE programs. It was discussed by the Executive Committee about the position vacated by Kevin Sedivy and if we could partner with the SFMD on a fourth FSS to split the state into four quadrants would be beneficial to our organization verses one person trying to cover the whole state
 3. This person would be an employee of SFMD but MBFTE would cover the payroll and benefits for this fourth FSS position. We would increase our operating budget to \$345,000 with a request to FSAC for legislation approval to cover this cost.
 4. The Executive Committee is recommending this request to the board for the next fiscal year
 - a. Natascha Hennen believes having people on the ground around the state is very important. Jim Fischer replied there is a lot of work for a few people to cover the state. Mark Bergerson commented the connectivity of the FSS to the departments in their territory is very important
 - b. Roger Ihrke agrees with the concept but not the funding. The funding should come directly from the FSA to the SFMD rather than through MBFTE.
 - c. Marshal West commented that if this is the direction of the board he can approach the Commissioner of Public Safety that has the ability under statute to transfer appropriations between base budgets and she can approve a transfer from the MBFTE base budget and move it to the SFMD budget. It would reduce the MBFTE base budget by \$100,000 to \$4,165,000 for FY19.

Roger Ihrke motioned to have the MBFTE overall operating budget for FY19 to be reduced by \$100,000 and transferred to SFMD, by the Commissioner of DPS, for a fourth Fire Service

Specialist. Greg Withers second the motion. (Marshal West abstained from the vote), motion carried

- c. Licensing/License Review/Legislative Committee, Interim Chair Mark Bergerson
 - i. Statute legislation update – S.F. No. 3996 has been read by the Senate & House but not sure there will be any action this year
 - ii. DNR license exemption update – S.F. No. 3096 has been read by the Senate & House but not sure there will be any action this year
 - iii. Vacant Chair position – Mark Bergerson, Chair, has appointed Natascha Hennen as the Chair of the committee
 - iv. Vacant seat for the position – Mark Bergerson, appointed Roger Ihrke to the open seat until committees are re-evaluated this fall when appointments are completed by the Governor’s office and Natascha Hennen has volunteered to fill the open “Chair” position

d. Training Committee, Mark Bergerson, Chair

- i. FSA one time funding draft proposals update (FY19)
 - 1. Fire Instructor I & II / certifications included \$262,500
 - 2. \$315,000 for NFPA 1001 program additional seats
 - 3. \$2.1185 million to increase per firefighter award amount to reach \$200 per firefighter
 - 4. \$150,000 PTSD/Cancer/Mental Health Awareness (only requesting if MnFIRE does not get funding)
 - a. Total MBFTE request \$2.846 million

Jim Fisher motioned to accept the one time funding request from MBFTE to FSA, Christi Patrick Second the motion, motion carried

- ii. Requests that were presented to MBFTE Training Committee to go before FSAC for one-time funding on behalf of those organizations
 - 1. DNR Virtual Reality request \$467,427
 - 2. MnFIRE \$650,000 (Mental health, cardiac care, cancer and health awareness)
 - 3. Task Force One \$435,000 (Trench rescue)
 - 4. MART \$75,000 (Wind Turbine and tower training)
- iii. Qualified Instructors Program update – Mark Bergerson, Chair
 - 1. The changes have been made to the application form per the last board meeting recommendations. This will be built for an online application process. There will be a review committee put together in the beginning to review the applications as they are submitted

Natascha Hennen motioned to approve the form for the online application process, once Legislation has passed for this program. Also, to approve Steve Flaherty to send out Information regarding the upcoming changes to this program process to the departments. Greg Withers second the motion, motion carried

- iv. Live Burn Instructor Train-the-Trainer update – Steve Flaherty, Executive Director
 - 1. We are ready to move forward with some minor changes and roll this update to the program out to the fire service regarding the 1403 standards
- v. Learning Management System (online training) RFP update – Mark Bergerson, Chair
 - 1. This is coming back to the training committee with further changes and we hope to bring it forward to the board at the August meeting

2. Natascha Hennen would like consideration taken to the smaller communities and the mission of the board to offer funded training to every firefighter in MN

vi. Provider Letter to the board – Mark Bergerson, Chair

1. The training committee believes that we still need a separate program for 1001 training, as it is important for recruitment and training to the standard. The committee discussed letting the departments decide if they would like to only do FF1 with certification, optional FFII with certification and Haz with the option to upgrade to the 472 program. We have been hearing from departments around the state they want some flexibility. This would be a pool of money, rather than seats, and it puts it back to the departments rather than the provider's. The providers would still enter students and invoice departments for the classes. The departments would be the ones invoicing MBFTE for the program chosen. They would not be reimbursed until the certification portion was complete and only reimbursed for those that complete the program. The goal is for FY19 to start this program. Greg Withers commented that we started this program to get everyone to 1001 standards and we are going backwards.
 - a. Mark Bergerson commented that departments are not all able to do the completely 1001 standards. It is about choice and in greater MN; they cannot get their people to trainings.
 - b. Becki White replied that it is short sided of us to say we will fund either all of this or none of this; we need to refer back to the MAD study and what the fire service is asking for. It stated the fire service appreciates the money and support, but they cannot retain firefighters after we make them do all this training and we need a more manageable schedule. By us saying, here is this money and if you want to use it for FF1 that is great as it is a base level of training and if you choose to do FFII for the core competency level, we will support you. We are still meeting those same goals and objectives that were set up we just are not forcing them to take on more than they can commit too. This is nine months, two nights a week for eight hours a day to complete the entire program. We also have other department training that is required. It cannot be done in a specified time, as we are requiring. We should not be the ones making the choice for them. We are giving them flexibility to meet those standards. It is hard to recruit and retain at this level of training. We ask a lot of a volunteer that does not have all the time for training that is required by a department. Maybe we should do a session on what the requirements are outside the NFPA1001 requirements to inform the board of the time issues. The MAD study addressed more options for training and that is what this is offering.
 - c. Mark Bergerson commented that the departments like flexibility and we would like to see everyone to the FFII level, but we have to be realistic with expectations for the whole state and consider the smaller departments. Ultimately, our goal is to see everyone to the FFII standard, which is in our mission and strategic plan.
 - d. Marshal West commented that Becki White is right, in all the travels I do, the Chiefs out there are very concerned getting firefighters on their department and they need training to meet their mission. Each department has a different mission and some will go to FFII, but many may only go to FFI. We need flexibility for these departments to choose what they need to meet their mission of training within their departments.
 - e. Jim Fisher commented that many departments up in his area could not even get all the training completed that is required when you have volunteer departments.

- f. Roger Ihrke is concerned that there will be enough money to cover the departments wanting to take part in this program. Mark Bergerson replied there would be enough funds for this type of program by the lower costs of splitting up the programs. We are having issues with paying providers prior to classes with students not finishing or dropping and funds have been paid out already. Roger Ihrke is on board with splitting up offering the choices as long as funding will be there to cover everyone.

vii. Conferences and Seminars Grant for FY19 – Mark Bergerson, Chair

- 1. We open this up June 1 to July 1 and a subcommittee reviews the information to take to training committee, then take to the board at the August meeting

Chip Lohmiller motions to approve the application, Roger Ihrke second, motion carries

e. Fire Service Specialist Report (Fire Service Specialist) – Jared Rozeboom

- i. The FSS have been very busy around the state with MBFTE being the number one topic from departments. All the LP trailers have been delivered to the M-State locations and the MBFTE web site calendar is filling up with reserving them for training. The service-planning grant has been awarded and we are assisting departments as they go forward with that process. We attend many Regional meetings, County Chief’s meetings, Fire Schools and conferences across the state. We have worked with DNR to reorganize the staging manager program. We are gearing up to help departments find ways to use their reimbursement dollars before the end of the fiscal year.

V. Public comment

David Schliek (MFSCB) would like to make sure there is a disclaimer if roll out a split NFPA1001 program that the 1001 Haz portion is part of that program

VI. New business

- a. Appointments to the Board – still no appointments made to date
- b. Appointment of “Vice Chair” to the board

Mark Bergerson motioned to remove Eric Hedtke from office of Vice Chair per article 3 section 8 of bylaws, Marshal West second motion, motion carried by unanimous vote (2/3 vote per bylaws)

Natascha Hennen nominated Jim Fisher, Christi Patrick second, white ballot by Roger Ihrke, second Gary Stevens, and motion carried

- c. Appointment of “Secretary” to the board

Mark Bergerson motioned to remove Chris Ford as Secretary per article 3 section 8 of bylaws, Chip Lohmiller second the motion, motion carried by unanimous vote (2/3 vote per bylaws)

Natascha Hennen nominated Christi Patrick, Becki White second, Roger Ihrke called white ballot, second by Gary Stevens, motion carried

VII. Adjourn – 1:50 p.m.