



MBFTE BOARD MEETING MINUTES

DATE: November 10, 2020

TIME: 10:00 a.m.

LOCATION: Meeting via teleconference & Teams

Board Member	PRESENT	ABSENT	
Reno Wells – Assoc. of Townships	X		
Dean Wrobbel – 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		
John Peura – Public Member	X		
Robert Dixon Jr - MSFDA	X		
Roxanne Altmeyer - MSFDA	X		
Jim Fisher – Assoc. of Townships	X		
Gavin Peterson – MSFDA	X		
Becki White - MSFCA	X		
Natascha Hennen - MSFDA	X		
Jim Smith – SFM - DPS	X		

Guests: Steve Shapira (Century College), Patrick Kelly (M-State), Theresa Zikmund (MFSCB), Dave Schliek (MFSCB), Mike Nelson (South West Metro), and Assistant Commissioner Bruce West

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

I. Call to order – Dean Wrobbel, Chair

- a. Accept agenda**
 - i. Agenda additions**
 - 1. Fire Service Salary breakdown request from last meeting add to old business**
 - a. Agenda accepted by the board, as written, with the addition**

II. Approval of minutes from August 12, 2020

- a. Minutes accepted by the board, as written**

III. Reports

- a. Treasurer, John Peura**
 - i. Financials are in order, as presented**
 - 1. FSA balance, Dean Wrobbel**
 - a. \$4,179,428.72 (as of the end of September)**
- b. Executive Director, Steve Flaherty**
 - i. Things are going well, given the circumstances this fiscal year**
 - 1. We are working to communicate with the fire service on training during the pandemic**
 - 2. We sent out another broadcast yesterday on TargetSolutions and speaker series sign up**
 - 3. TargetSolutions currently has 40 departments signed up for the MBFTE version since we launched the program**
 - 4. We are working on setting up Leadership Development class in January and getting the contracts in place**
 - a. 21 students signed up to attend for one cohort this year**
 - b. We will be holding at the Arrowhead in Baxter & Kelly Inn St Cloud, both have good COVID protocols in place**
 - i. The board asked if there is a back-up plan or virtual courses that could be done with the outbreak of COVID again being very high**
 - 1. Steve Flaherty, replied that it is a course that you really need to do in person for the content and the value of communication in this program, they will be taking all precautions for COVID having the course in person with temperatures, social distancing and screenings taking place during the course sessions, as well as the hotels taking precautions for the guests**
 - 2. If COVID takes a toll and we have to make a decision whether to have the course then we will have to visit that issue as it arises**
 - 3. Dean Wrobbel commented that we could recommend COVID testing before going to the class**

- c. We are working with MnFIRE to provide some curriculum for the leadership course
 - i. We have a draft MBFTE letter on behalf of MnFIRE for board approval to send out to the fire service regarding the grant they have received from the FSAC to help support their message and program to the fire service across the state
 - 5. We are ahead of last year numbers with reimbursements
 - 6. The virtual speaker series is set for December 1 and encourage all board members to attend
 - a. This is a good way to get training out during this pandemic
 - b. 153 so far registered for the first speaker
 - i. Get reminder one week, one day and one hour prior to the event
 - c. 7-8 different programs are scheduled
 - i. They are working with MnFIRE for some individuals specialized in their subject matter to also present in this series
 - 7. Certification board transition update
 - a. We are working to get the language put together for legislation approval
 - i. There is discussion being done on the makeup of the board
 - 8. Qualified Instructors
 - a. We are working to get the applicants complete so we can get them moved onto the qualified instructor list
 - b. 250 applicants approved and on the qualified instructor list
 - c. We are ready to have this program implemented the next fiscal year with about 350 qualified instructors that will have been approved as qualified to instruct
- c. Executive Committee, Chair Dean Wrobbel
 - i. Video conference update
 - 1. The Governor is extending the emergency order for another month and once that is over video meetings will not be able to be done as during the pandemic
 - a. We are reaching out the League of Cities, AG representative and Jim Fisher is working with legislature to try and get the statute changed to allow this sort of meeting to continue
 - ii. We went through the reports and COVID updates
 - iii. Provider audits were discussed and all processes have been changed with payments not being done until the courses are complete and certification exams passed
 - 1. It was about \$400,000 due to students that dropped the courses, students left departments during program, providers did not complete the required information in the database or supply the required documentation for students, but the students got some sort of training during that time
 - a. Steve Flaherty, commented some providers chose to clean up the information and others did not

- a. First meeting 2021 board positions (can hold two terms)
 - i. Chair – Dean Wrobbel (1 term)
 - ii. Vice Chair – Jim Fisher (2 terms)
 - iii. Secretary – Natascha Hennen (1 term)
- b. 2021 calendars sent out and posted on website
- c. Discuss meeting with DNR / fire department training/qualifications – Steve Flaherty, Executive Director
 - i. Steve Flaherty, talked to Todd Manley from DNR and with fires out west MN had sent out structural firefighters to aid
 - 1. They were allowed to go out without being red carded
 - 2. Going forward there is a strong desire from the Governor to create teams for future deployments
 - 3. They need to figure out how to deliver the training for wildland firefighter side to the structural firefighters
 - 4. There is training developed, but would partner up with DNR, Fire Marshal Division and MBFTE to talk about how to implement and move this training forward to get structural folks wildland ready
 - 5. Discussion is on who will implement or handle this type of program for getting people credentialed for this type of training
 - 6. They would have to look at staffing, credentialing and financing this type of program such as through FSAC
 - a. Rick Loveland asked if TargetSolutions would work as a platform to get that training out across the state
 - i. Steve Flaherty, commented that would be an option as a good platform for the training

VII. Adjourn 10:55 a.m.

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