



# MBFTE BOARD MEETING MINUTES

**DATE:** February 9, 2022

**TIME:** 11:03 a.m.

**LOCATION:** TEAMS & teleconference phone meeting only NO IN PERSON MEETING

Board Member	In Person	TEAMS	Teleconference	ABSENT
Reno Wells – Assoc. of Townships		X		
Dean Wrobbel – League of Cities		X		
Rick Loveland - MPFF		X		
Chris Kummer - 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		

Staff: Steve Flaherty (Executive Director, MBFTE), Margaret Koele (License Coordinator, MBFTE), Tate Mills (FSS)

Guests: Dave Schliek (MFSCB), Theresa Zikmund (MFSCB), Steve Shapiro (Century College), Patrick Kelly (MN State College & University System), Jessica Zemien (DPS Fiscal)

## I. Call to order – Dean Wrobbel, Chair

- a. Roll call attendance
- b. Agenda additions
  - i. New business adding Vector Solutions to present a class at Fire Officer School

1. John Peura motioned to accept the agenda with additions, Rick Loveland second the motion, motion carried

## II. Approval of minutes from November 9, 2021

- a. Rick Loveland motioned to accept the minutes from November as written, John Peura second the motion, motion carried

## III. Reports

- a. Treasurer, John Peura
  - i. Financials in order as presented
    1. FSA balance, Fire Marshal Smith
      - a. \$9,626,085.80
        - i. Fire Marshal Smith will update the board on some discrepancies he is checking on with the DPS fiscal agency pertaining to firework sales
- b. Executive Director, Steve Flaherty
  - i. We currently have 155 departments on the core version of Vector Solutions with 5300 total firefighters using the program. This is an average cost of \$24 per firefighter investment
    1. We continue to get the word out regarding this program
    2. We have a new regional representative located in Iowa that will be coming around the state to give presentations on the program to departments
  - ii. Leadership development started in January with two cohorts
    1. We have had a total of 250 students go through our program since 2014
    2. We had to change the first module to in person and virtual instruction due to illness of the instructor. The students were very receptive to the change and it worked out very well, so we have an option to use that style of meeting for some of the modules going forward
    3. There is currently 65 on a waiting list for future classes
  - iii. Reimbursements are on point for this time of the year
    1. We have several students from FY21 that have completed the "Basic Fire Training" NFPA1001 program, but we have not received an invoice to reimburse for those students from departments. We are reaching out to the departments trying to get invoices and now asking for the help of training providers to talk to the departments about submitting those invoices to us for reimbursement before the end of this fiscal year
    2. We have some concerns with fiscal administrative services and we have had a couple of meetings with Jessica, who is on this meeting, with so many new staff members to that agency, they are looking at our processes through a different lens than we are used to. There has been a lot of turnover in FAS due to retirements and other things, and now we have new people looking at processes. One meeting we just had with Jessica the other day that concerns me greatly is the fact we could lose the direct payment to the provider in the department award reimbursement program. This is something that this board

has worked on hard to continue to hold business and help the fire service make this easy and less cumbersome to them, if the process is made more difficult they will not use it, and that has been proven in the past. We continue to work hard to make a program that benefits the departments. For a department to use a direct payment to a provider means the funding will not be taken from their training budget or the reimbursement directly back to the department go to the general fund and bypass their training budget. The providers benefit by not waiting for the departments to have to wait for a city council meeting to get approval for a check cut to pay for the training, the reimbursement would be done through us in a more efficient manner. We will keep you posted as things develop

- iv. FAO, Officer and Instructor are going well and we have more requests than what is budgeted. It is reimbursed on a first complete payment basis
- v. Qualified Instructor program is going well with 350 active instructors. It seems the departments and providers are understanding using a qualified instructor for their training to get reimbursed from our programs
- vi. Welcome to Chris Kummer to our board as he replaced John Kahnke representing MSFDA
- vii. Margaret Koele, License Coordinator, reports license update: 4003 total firefighter licenses with many smaller departments starting to reinstate expired licenses and license whole departments. We are seeing the value of the professionalism that licensing holds with having trained professional firefighters serve their communities
  1. 2315 FT
  2. 1661 POC/VOL/PT
  3. 26 unaffiliated (not active with a department)
- viii. Margaret Koele, License Coordinator, updated the board on the MBFTE database/website rolling over to the state server around April 4th
- c. Executive Committee, Chair Dean Wrobbel
  - i. This is the only active committee for the board at this time and will take over any training issues that arise
  - ii. We went over the same reports that were given to the board
  - iii. There were no action items for that meeting
- d. Fire Service Specialist Report
  - i. Tate Mills on behalf of the FSS commented that they have been busy with hot topics on the COVID presumption law, active firefighters and when turns to a line of duty death here in the state. We have been working with Chiefs and the Fire Service Foundation on what is needed, what to look for and the path to go for COVID related death within a department, which there have been several in the last couple months. We are catching up on attending meetings for regions and Chiefs since the start of the year. We are working on fire chief outreach with MBFTE and SFMD resources. We just did an outreach segment at the FOS in Alexandria. We continue to work on revisions to the service planning grant program that will transition over to David Jensen (FSS) to handle.

Jared Rozeboom has been working with the Fire Chief Boot Camp that has been going very well and offering more around the state. He has done three sessions so far with another one in March. The feedback has been very positive and we keep improving for the future with hopes we can continue funding for that program. They have some conflict resolution training coming up in March to help facilitate situations as needed

#### IV. Old business

- a. No old business

#### V. New business

- a. At Large and Treasurer board member vote
  - i. Dean Wrobbel opened with nomination for Becki White to Treasurer, second by Rick Loveland
    - 1. Motion by Rick Loveland white ballot, Reno Wells second motion
      - a. Roll call vote taken / motion carried unanimously
  - ii. Dean Wrobbel nominated Rick Loveland for At large position, second by Chip Lohmiller
    - 1. Becki White motioned white ballot, Natascha Hennen second motion
      - a. Roll call vote taken / motion carried with majority (11) voting yes, one no
- b. Statutory language regarding members of organizations – Rick Loveland
  - i. Governor appointment team update
    - 1. MPFF has chosen to step back from taking lead on any member statute language changes and let the MSFCA or MSFDA carry the language if they choose to change this. Nobody has reached out to the Governor committee on this discussion
      - a. Dean Wrobbel commented that there was a discussion at the Executive Committee that the Governor office is looking at the process and working with looking at the recommendations, we can move forward at a future legislation session if need to change language
- c. Governor appointments
  - i. Reno Wells (Association of Townships) – appointment up 1/2022
    - 1. Not reapplying to the position, Rick Loveland asked if they have reached out to other candidates. Reno Wells commented they have reached out to an individual with a recommendation that was sent to the Governor office
  - ii. Dean Wrobbel (League of Cities) – appointment up 1/2022
    - 1. Dean Wrobbel has submitted an application for reappointment with a recommendation sent to the Governor office from the League of Cities
  - iii. Jon Kahnke (at large MSFDA) – resigned
    - 1. Welcome Chris Kummer to the board replacement for John Kahnke
- d. Vector Solutions
  - i. It was brought up at the Executive Committee to ask Vector Solutions to do a class on the program for Fire Officer School, the MSFCA & Steve Flaherty will contact the new representative to discuss

#### VI. Public Comment

a. No public comment

VII. **Adjourn** 11:56 a.m.

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