



## MBFTE BOARD MEETING MINUTES

**DATE:** May 11, 2022

**TIME:** 11:05 a.m.

**LOCATION:** Elk River Fire Department  
13073 Orono Pkwy NW  
Elk River, MN  
Teams/Teleconference

Board Member	In Person	TEAMS	ABSENT
Vance Bachmann – 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), Jared Rozeboom (FSS)

Guests: Paul Seleski (MFSCB), Steve Shapiro (Century College), Patrick Kelly (MN State College & University System), Wayne Kewitsch (MnFire)

- I. Call to order – Dean Wrobbel, Chair
  - a. Roll call attendance listed above
  - b. Agenda additions
    - i. Conference & Seminar date for applications and review committee
      - 1. Chip Lohmiller motioned to accept the agenda with additions, Becki White second the motion, motion carried via roll call vote
- II. Approval of minutes from February 9, 2022
  - a. Minutes approved as written via roll call vote
- III. Reports
  - a. Treasurer, Becki White
    - i. Financials are in order as presented
      - 1. FSA balance, Marshal Smith
        - a. \$13,818,131.09 balance as of April
          - i. This is receipts from the FSA account through the surcharge and does not show funding returned to the account last fiscal year
          - ii. Yesterday there was a meeting with the new CFO that showed a different spreadsheet with a projected surplus of \$5.9 million that the FSAC will be discussing at their June meeting
          - iii. The FSAC would like to go to legislation to increase the surcharge on insurance policies to .065 to help fully fund the organizations they are statutory set to support
          - iv. The Marshal would like to see MBFTE fully funded as the funding serves the MN fire service well for training needs
            - 1. Steve Flaherty commented that he would like to thank Marshal Smith on being an advocate and support for the MBFTE
            - 2. Dean Wrobbel commented we really appreciate the support and thinks there should be discussion if \$200 per firefighter is enough with costs rising
  - b. Executive Director, Steve Flaherty
    - i. The Governor signed a certificate for Reno Wells service on the board and MBFTE also has a certificate of appreciation for service on our board, We appreciate the years of service he devoted to be a member of our board
    - ii. Vector Solutions investment is about \$22.80 per firefighter and we continue to have more take on the program. We would love to see half the MN fire service take part in this program for online training
    - iii. Leadership wrapped up two cohorts and we have 180 on a waiting list
    - iv. We should max out funding on the special programs of FAO, Instructor and Officer training. We should be able to reimburse all the students that have put in for these programs this fiscal year

- v. We are working to wrap up the FY21 students that are still active and we will have an accurate number in August of the FY22 carryover students
- vi. Monica Correll our programmer and Margaret Koele have been working non-stop for about a year and half to move our information over to the state server, hoping to be completed by the end of the fiscal year
- c. Executive Committee, Chair Dean Wrobbel
  - i. We need to be careful on the open meeting law when emails are sent out by the Executive Director for information purposes only and if anyone has a question on the email to talk to Steve Flaherty directly and not reply all from email
  - ii. We discussed funding request to the FSAC for MBFTE & DNR leadership courses through Mission-Centered Solutions
  - iii. Thank Vance Bachman for applying for a seat on the board and appreciates Reno Wells for what he did on the board, also I was also reappointed to the board by the Governor
- d. Fire Service Specialist Report
  - i. Just to show how fast things move in the fire service, a couple weeks ago we were getting calls on the bird flu and now we are onto the front line worker pay questions
  - ii. The fire chief boot camps were a success this year having 74 chief officers from 54 different departments attend
  - iii. We have transitioned to taking over the coordination of the NFA training courses to try and get them offered around the state
  - iv. We have been doing a survey monkey on how we are doing around the state with our customer service. It has been out for about a month with positive feedback
  - v. As we draw closer to the end of the fiscal year we will be helping get rosters collected and reimbursements used by departments
  - vi. We have worked with Margaret Koele to get notified when a new chief is added to a department, which helps us to reach out to those departments and talk about MBFTE
    - 1. Steve Flaherty commented that we do support one of the salaries of the FSS because they do so much for the MBFTE around the state and we appreciate all they do for our board
    - 2. Dean Wrobbel wanted to thank the FSS and Steve Flaherty for the amount of time they are driving around the state to meetings spreading the word on MBFTE

#### IV. Old business

- a. No old business

#### V. New business

- a. FSAC one time funding request for FY23 – Steve Flaherty, Executive Director (disclaimer that this information needed to be presented to the FSAC prior to this board meeting, per their presentation policy guidelines, and information on the request can be changed if the board so chooses)
  - i. DNR Leadership
    - 1. \$287,425 funding request ask

- a. Request to deliver fire leadership training to wildland & structure fire fighters statewide in MN
        - i. L-380, L-381, L-481 and L-580
  - ii. MBFTE
    - 1. \$8.1 million annual need
      - a. Budget \$4.265 million
      - b. Estimated FY22 carryover \$1 million
      - c. Estimated FY23 budget \$5.265 million
        - i. Estimated shortfall \$2.835 million
  - iii. Dean Wrobbel commented that the Executive Committee would like to make sure that extra programs are looked at once MBFTE funding needs are fulfilled
    - 1. The L-580 is a class that hosts 40 people from all over and we would rather have individuals for the class just from MN if funding a program
    - 2. The classes would be 50/50 split for wildland & structural firefighters
      - a. DNR would get wildland firefighters and Steve Flaherty would put out a list for structural firefighters to sign up for the classes
    - 3. Steve Flaherty commented that DNR would be soft matching the program with the funding request
    - 4. These are higher level leadership courses being offered that go above and beyond our leadership course that we could not duplicate or make any better
  - iv. **Dean Wrobbel made motion to go with the proposed budget as presented by Steve Flaherty, Chip Lohmiller second the motion, motion carried by roll call vote**
    - 1. Steve Flaherty commented he will add to his presentation to the FSAC that the board priority would be to be fully funded for FY23 and if there is funds still available to request funding for the DNR leadership courses
      - a. Chip Lohmiller asked if the funds are given for the DNR we would like to know if we are going to have to purchase all 40 seats or if paying for people out of state attending this course
      - b. Becki White commented that it is beneficial to have people from other areas in this type of course
- b. FDIC recap – Steve Flaherty, Executive Director
  - i. Just returned from a week in Indianapolis as part of the North American Fire Training Directors Group for their annual conference. One FSS and myself, go to represent the Division at the conference. 31,000 firefighters there for the week. It is networking and training like no other conference. It is valuable information to find out what other states are doing and meet with CFO’s of vendor organizations. We were able to meet with Vector Solutions to give feedback of what is and what is not working for us with the partnership with them. It is a great place to meet people face to face on behalf of MBFTE
- c. Conference & Seminar dates
  - i. Grant applications will open up from June 1 – June 30<sup>th</sup>

1. Grant sub-committee will be put together to review the applications and make recommendation to the board in August

**a. Motion by Becki White to move forward with the Conference & Seminar grant application process, Chip Lohmiller second the motion, motion carried via roll call vote**

VI. Public Comment

a. No public comment

VII. Adjourn 12:17 p.m.

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