



MBFTE BOARD MEETING MINUTES

DATE: November 12, 2024

TIME: 10:30 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		
Bobby Falcon- League of MN Cities			x
Chip Lohmiller - MSFCA	x		
Thomas Schulte- MPFF		x	
Kate McKay - MSFDA	x		
John Peura – Public Member		x	
Michael Shwankl - MSFDA		x	
Chad Vermeersch			x
Jim Fisher – Assoc. of Townships	x		
Gavin Peterson – MSFDA		x	
Becki White - MSFCA			x
Natascha Huspek - MSFDA	X		
Dan Krier – SFM - DPS			x

Staff:

Steve Flaherty (Executive Director, MBFTE) Allison Marcus (Licensing Coordinator MBFTE) Ross Hoernemann (MBFTE)

Guests: (In person) David Jensen (SFMD)

(Teams) Jared Rozeboom (SFMD), Gary Hendrickson, Jovan Palmieri (BPFM), Shannon Wark

- I. Call to order at 10:30 am – Natascha Huspek, Chair
 - a. Roll call attendance listed above
 - b. Agenda additions –remove FSA report from Marshal Krier
- II. Approval of the amended agenda (Motion by: Lohmiller / Second by: Wrobbel)
 - a. Agenda approved
- III. Approval of minutes from September 17, 2024 (Motion by: McKay / Second by: Wrobbel)
 - a. Minutes amended from “the Board feels” to “the Board’s opinion”
 - b. Minutes approved as amended via roll call vote
- IV. Reports
 - a. Budget –Steve Flaherty, Executive Director
 - i. FY25 \$5.5 million base budget
 - 1. \$5.4 million balance
 - b. Executive Director, Steve Flaherty
 - i. Database currently on State Server with MNIT
 - 1. MNIT noticed old programming language
 - a. Allison and Steve met with MNIT and new vendor to discuss licensing needs
 - i. Will meet again for other needs of database
 - ii. Fiscal is setting up maintenance contract with Vector Solutions
 - 1. 201 fire departments subscribing to Vector Solutions
 - c. Executive Committee Report, Chair Natascha Huspek
 - i. Discussed fire training study
 - 1. Will create subcommittee to come up with proposal to Board
 - ii. Will convene training committee for EV & stored energy training
 - d. License Update – Allison Marcus
 - i. 3,899 current licenses
 - ii. Need to convene License Review Committee for felony applicant
 - e. Fire Service Specialist —David Jensen (SFMD)
 - i. 2 FSS positions posted and closes November 20, 2024
 - 1. Creating training plan for new FSS
- V. Old business

- a. Vector Solutions Contract—Steve Flaherty
 - i. Creating maintenance contract
- b. MNIT update—Steve Flaherty, Executive Director
 - i. More information with formal update will be submitted to Board

VI. New business

- a. Fire Service Training study—Steve Flaherty, Executive Director
 - i. 2016 study information will be sent to Board
 - 1. MAD conducted study
 - ii. New OSHA regulations will impact future training needs
 - iii. Chair suggests creating subcommittee to discuss needs and wants for study
- b. Missed reimbursement payments—Steve Flaherty, Executive Director
 - i. 4 department reimbursements missed and not included in FY25 budget
 - 1. Liabilities should have been paid in FY24
 - 2. Departments were on time and eligible for reimbursement
 - a. Payments will come out of FY25 funds
- c. Revised FY25 budget—Steve Flaherty, Executive Director
 - i. Original Per FF \$265
 - 1. New proposed per FF \$258.10
 - a. Amending proposal for \$258.00
 - i. Additional live burn – 103
 - ii. Up Leadership Development to \$91,084.40
 - 2. Motion to adopt adjusted budget by Wrobbel/Second: Lohmiller
 - a. Motion carries
- d. EV & Stored Energy training—Steve Flaherty
 - i. FSAC devoted \$250,000 for awareness training to MBFTE to develop and distribute training over 2 years
 - 1. Chair suggests training committee to develop standards and reimbursable rate to present to Board
 - ii. Unspent funds will be returned to FSAC
- e. 2025 Calendar –Natascha Huspek, Chair
 - i. Motion to approve 2025 calendar Wrobbel/Second: Lohmiller
 - 1. Motion carries

VII. Public Comment

- a. None

VIII. Next Meeting date:

- a. Scheduled for February 11, 2025

IX. Motion to Adjourn at 11:10 a.m. by: Wrobbel / second by: Lohmiller

- a. Motion carried

Minnesota Board of Firefighter Training and Education

445 Minnesota St. Ste 146

St Paul, MN 55101

(web-site) www.mbfte.org (email) fire-training board@state.mn.us (phone) 651-201-7257 (fax) 651-215-0525