



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF FIRE SERVICES  
RICHARD W. MILLER  
STATE FIRE MARSHAL

STEVE ARWOOD  
DIRECTOR

**MICHIGAN FIRE FIGHTERS TRAINING COUNCIL**  
**3101 Technology Blvd., Suite H**  
**Lansing, Michigan 48910**

**REGULAR MEETING MINUTES**

April 2, 2014

1:30 p.m.

**MEMBERS PRESENT**

Chairperson Timothy James, Michigan Association of Fire Chiefs  
Vice Chairperson David Purchase, Michigan Municipal League/Michigan Townships Assn.  
Brian Blomstrom, Michigan Fire Service Instructors Association  
Aileen Pettinger, Michigan Professional Fire Fighters Union  
Steve Richardson, Michigan State Firemen's Association  
Chad Tackett, Michigan Association of Fire Chiefs  
Richard Miller, State Fire Marshal, Council Member ex-Officio

**MEMBERS ABSENT**

**BFS STAFF PRESENT**

Joseph Grutza, FFTD, Manager  
BreeAnn Hooker, Recording Secretary  
Paula Brzezinski, Curriculum Specialist, FFTD

**OTHERS IN ATTENDANCE**

Jeff Evans, Trenton Fire Department  
Keith Anderson, Trenton Fire Department  
Jeff Huber, Lansing Community College  
John Pender, Orion Township Fire Department  
Ed Switalski, Kalamazoo City Fire Department  
James Edwards, Detroit Fire Department  
Paul Wayco, Michigan State Firemen's Association  
Tim Baker, Lansing Community College  
Ray Wlosinski, Schoolcraft College  
Martin Erskine, Calhoun County Training Council  
Tim Smith, Calhoun County Training Council  
Matt Majestic, Oakland Community College  
Tim Smith, Pennfield Fire Department  
Kevin Henderson, Canton Fire Department  
Bill Race, Grand Rapids Fire Department

Lee Finlayson, Grand Rapids Fire Department  
Karl Holder, Rochester Hills Fire Department  
Tony Kowalski, Macomb Community College  
Jeff Armstrong, Cambridge Fire  
Carl Billings, Detroit Fire Department  
Thea Dornbush, Spring Lake Fire Department  
Mark Cleveland, Covert Fire Department

#### 1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson James called the meeting to order at 1:37 p.m. A quorum was determined present.

#### 2. REVIEW AND APPROVAL OF AGENDA

Councilperson Blomstrom requests under "Old Business" the addition of the MI-Time Application, also under "New Business" the addition of Fiscal Year 2014 Training Money. Vice Chairperson Purchase requests to add Instructor I and II under "New Business". Chairperson James requests under #7-"Committee Reports" the addition of Completion of the Grant Review Process.

A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Richardson to approve the meeting agenda as amended. **MOTION CARRIES.**

#### 3. REVIEW AND APPROVAL OF MINUTES

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Blomstrom to approve the regular meeting minutes on February 11, 2014 as presented. **MOTION CARRIES.**

#### 4. INSTRUCTOR APPLICATIONS

Staff presented the following Instructor applications for the Council's consideration:

- (6) Certified Instructor I
- (9) Probationary Associate Instructors
- (0) Probationary Instructor I
- (10) Certified Associate Instructor

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Tackett to approve the instructor applications as presented. **MOTION CARRIES.**

Two Instructor I reciprocity requests were submitted by Mr. Switalski and Mr. Brophy, which were reviewed by Council. Individuals will have to be current IFSAC, ProBoard or EMS/IC Instructors. It is the preference of the Council for Mr. Switalski and Mr. Brophy take the Instructor I class.

Clarification made that anyone instructing officer courses must have 3 years' experience as a fire officer.

(9) Certified Instructor I

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Pettinger to approve Andrew Bezenah as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Purchase and seconded by Councilperson Blomstrom to approve Carl Billings as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Tackett to approve Aron Bulman as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Pettinger to approve Douglas DeBest as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Purchase and seconded by Councilperson Richardson to approve Jon Dehanke as an Instructor II, upon receipt of verification of his instruction hours. **MOTION CARRIES.** Vote: 4 in favor, 2 against.

A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Tackett to approve James DiMaria as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Purchase and seconded by Councilperson Pettinger to approve Travis Gurd as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Richardson to approve Adam Munro as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Purchase to approve Jeremy Wohlford as an Instructor II. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Purchase that further Instructor II applications going forward include an accounting of instructional activities for the previous seven year period, showing 32 hours per year. **MOTION CARRIES.**

5. **MANAGER'S REPORT** – Joseph Grutza

**Training Coordinators**

The workshop for the Training Coordinators was held the weekend of February 21 – 23, 2014 at the Alpena Combat Readiness Training Center. 17 of the 22 contract Training Coordinators participated as well as Councilperson Tackett and Asst. State Fire Marshal Mike Deprez. The total cost for the workshop was \$11,124.00. The sessions were very successful with discussions on duties and responsibilities of the Training Coordinators. Some of the issues to

be addressed: Improve communication with TCs including automatic e-mails of assignments, improved instructor evaluation and mentoring, reinstatement of first night visits to FF courses, upgrade TC access into IMS, better identification for TCs when working on behalf of the Council (ID badge and/or vest,) and reinstating TC visits to county training committee meetings. It was agreed by all that annual training was important to assure consistent MFFTC policy enforcement. The Training Coordinators also gave valuable input in the discussions on the practical FF I and II examination.

### **NFA NFIRS Training**

In cooperation with the National Fire Academy, the Bureau of Fire Services/Fire Fighter Training Division will be sponsoring three Introduction to NFIRS 5.0 courses. The dates and locations are: May 17-18, 2014 at the M-Tech Center in Gaylord, June 7-8, 2014 in Crystal Falls and September 12-13, 2014 at the M-Tech Center at Oakland Community College.

### **SHRP2 Traffic Incident Management Training**

Michigan is looking for high qualified trainers to be trained to teach Traffic Incident Management to First Responders and supporting operations. A new coordinated, multi-disciplinary training program developed through the Strategic Highway Research Program (SHRP2) will be deployed in Michigan and available for all first responders supporting Traffic Incident Management operations. The training puts firefighters, police, state and local departments of transportation, towing, medical personnel and other incident responders on the same page, leading to a safer, faster, integrated responder team. In Michigan the program will be known as Mi-TIME – Michigan Traffic Incident Management Effort.

Michigan will be having three train the trainer sessions, the first being held in Lansing on May 28 & 29 for a day and half. Once the trainers are certified they will be responsible to teach in their region(s). Please apply to be a trainer by filling out the application and returning to Angie Kremer [KremerA@michigan.gov](mailto:KremerA@michigan.gov). To be considered for the Lansing Train the Trainer Session please have applications in by April 15, 2014.

## **6. STATE FIRE MARSHAL'S REPORT – Richard Miller**

### **Bureau Update**

A re-organization eliminated both Assistant State Fire Marshal positions, combining that position into one, which was offered to Mike Deprez. Along with the re-organization a Business Manager position was created being given to Ann Searles; she will be handling the Budget, CMS among other programs.

### **Fireworks Program**

In its' third year, there are almost 800 consumer applicants throughout the state. Delegation program had 54 delegated departments, this year there are 75, which includes 119 cities, villages and townships that will include 142 Inspectors covering 28 counties. With becoming delegated, the Bureau held a mandatory training, if they did not attend that training, they were denied delegation. Last year was the first year that there was a program to write violations, overtime was approved last year and will be approved this year. For the next code cycle, NFPA has pulled out of the consumer retail store of 1124 for fireworks. Now that NFPA is no longer going to supervise this, American Pyrotechnics Association possibly will be writing the standard and/or ICC getting involved if NFPA does not rescind their decision.

### **Arc Fault Circuit Interrupter**

These are not ground fault interrupters they are special circuit breakers that detect an arc along electrical lines that automatically trip. The Home Builders have proposed for the 2000 Michigan Residential Code for 2014 to pull all arc fault circuit interrupter protections out of the code. There is no data to support keeping those in and they wanted to know if they actually work.

### **Legislation**

There has been talk of the banning of Chinese Lanterns, attendance of one meeting but no other updates at this time, but will be sure to keep the Council apprised of where that leads legislatively.

### **CGAP Awards**

Competitive Grant Assistance Program helps offset costs associated with mergers, consolidations, interlocal agreements, and cooperative efforts for local units and school districts. \$13 million were awarded to 12 units of government. Ann Arbor Township, collaborate with Superior Township for Fire Department feasibility study, \$8,819. City of Coldwater, for consolidation of GIS with neighboring communities, \$406,645. City of Dearborn, consolidation of Emergency Dispatch, \$3,950,725. City of Detroit, collaborate to join the statewide records management system, \$753,300. City of Grosse Pointe Woods, consolidation of emergency dispatch, \$500,000. City of Inkster, consolidation of police services with Wayne County, \$486,754. City of Marshall, collaborate with Calhoun County and Michigan State Police to share services and facilities, \$1,319,583. Michigan Municipal Services Authority, continued collaboration to develop a cloud based Financial Management and Human Resources Software System, \$5,000,000. Village of Middleville, collaborate with neighboring townships to determine the feasibility of joint planning, \$14,750. City of Niles, collaborate with three communities for Fire Department Feasibility Study, \$25,000. Wayne County, consolidation of the City of Detroit's Vital Records with Wayne County, \$211,200. City of Westland, consolidation of Wayne-Westland Fire Department with Inkster Fire Department, \$347,036.

### **Executive Secretary**

The Attorney General has made a ruling that this position is deemed a defensible use of the fund. Moving forward with solidifying this and the position description has been submitted.

### **Statewide Single Fire Code**

Recommendation was made for NFPA 1; the report is still being drafted to be reviewed and will be submitted to the Governor's office for his review.

## **7. COMMITTEE REPORTS**

### **Curriculum Committee – Councilperson Blomstrom**

5 recommendations were presented to Council for their consideration and an overview of the committees' first meeting was reviewed. The next meeting will be April 29 and the strategy will be to look at the practical portion, still discussing online and face to face programs, certify a

new 200 question exam to be completed by the end of summer, and a 50 question HazMat exam as well.

A **MOTION** was made by Councilperson Blomstrom to allow a two-text system for Firefighter I and II, consisting of IFSTA and Jones & Bartlett curriculums, for the newest NFPA 1001 standard consistency, seconded by Councilperson Tackett. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom to allow digital or written text to be used in any Firefighter I and II program, correlating to the approved texts for such courses, seconded by Councilperson Purchase. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom that all testing questions regarding Hazardous Materials Operations generate from the approved text books and test banks of Firefighter I and II, but allow additional material or courses to be used to meet the Part 432 requirement of 24 hours for certification, seconded by Councilperson Pettinger. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom that Hazardous Materials Operations classes and testing will continue to be a separate course and registered, as currently utilized, seconded by Councilperson Richardson. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom that candidates have three combined opportunities to challenge a Firefighter I, II, or I&II exam OR two retest opportunities for a Firefighter I, II, or I&II exam before the candidate must complete the entire 240 hour or 290 hour coursework prior to testing again, seconded by Councilperson Purchase. **MOTION CARRIES.**

## 8. OLD BUSINESS

### **MI-TIME**

Adoption of the Mi-TIME program at the last meeting brought up concerns regarding the requirements brought forth by the coordinators of this program in reference to the instructor application. Endorsement and participation is voluntary.

A **MOTION** was made by Councilperson Purchase to clarify the position of the Council, regarding the **MOTION** made at the February 11, 2014 meeting, from adoption to endorsement of the SHRP-2 program and seconded by Councilperson Blomstrom. **MOTION CARRIES.**

## 9. NEW BUSINESS

### **Bureau Fire Safety Fund Elective Grant Applications – Manager Grutza**

#### **14.23**

A **MOTION** was made by Councilperson Purchase to approve the county funding request of \$5,000 and elective grant request of \$5,000 from Frank Post of Manistee Township Fire, for a live fire training structure, contingent on receiving a matching grant from the tribe/Revenue

Sharing Board for the second phase of the project and seconded by Councilperson Blomstrom. **MOTION CARRIES.**

**14.25**

A **MOTION** was made by Councilperson Blomstrom to approve the three county funding request from Vince Cammack of the Thunder Bay Regional Training Center for a Farm Rescue Operations Class for \$7,500 and seconded by Councilperson Tackett. **MOTION CARRIES.**

**14.41**

A **MOTION** was made by Councilperson Purchase to approve the county funding request from John Lermont of Harbor Beach Fire for 2 HazMat Operations classes for \$2,000 and supported by Councilperson Pettinger. **MOTION CARRIES.**

**14.44**

A **MOTION** was made by Councilperson Blomstrom to approve the county funding request from Bradley Jackson of Alpha-Mastodon Volunteer Fire Department for LACK training reimbursement in Iron County in the amount of \$639 and supported by Councilperson Tackett. **MOTION CARRIES.**

**14.60**

A **MOTION** was made by Councilperson Purchase to approve the county funding request from Jack White of Oceana County Training Committee for Confined Space Rescue Training for \$1,440 and supported by Councilperson Richardson. **MOTION CARRIES.**

**14.64**

A **MOTION** was made by Councilperson Purchase to approve the county funding request from John Hanmer of Benzie County for Ice Water Rescue Training for \$5,000 with the understanding that all equipment purchased must be marked for "Training Use Only" and supported by Councilperson Blomstrom. **MOTION CARRIES.**

**14.65**

A **MOTION** was made by Councilperson Purchase to approve the county funding request from Vince Cammack of Thunder Bay Fire Fighter Association for reimbursement of the Instructor I Train-the-Trainer for \$98 and seconded by Councilperson Pettinger. **MOTION CARRIES.**

**14.66**

A **MOTION** was made by Councilperson Richardson to approve the county funding request from Michael Serafin of Alcona Township Fire for a Water Rescue Training class for \$780 and seconded by Councilperson Purchase. **MOTION CARRIES.**

**14.67**

A **MOTION** was made by Councilperson Blomstrom to approve the county funding request from John A. Baker of Ionia County for Drivers Training Manuals for \$265 and seconded by Councilperson Pettinger. **MOTION CARRIES.**

**14.20**

A **MOTION** was made by Councilperson Purchase to approve the elective training fund grant request from Suzy Carter of MICHIEFS for 2014 Winter Workshop Speaker Fees for \$7,500 and supported by Councilperson Tackett. **MOTION CARRIES.** Vote: 5 in favor, 1 against.

**14.21**

A **MOTION** was made by Councilperson Pettinger to deny the elective training fund grant request from Tony Couerra of Algoma Township Fire for training building upgrade and equipment and seconded by Councilperson Richardson. **MOTION CARRIES.**

**14.22**

A **MOTION** was made by Councilperson Blomstrom to table the request from Frank Post of Manistee Township Fire for training equipment until the next scheduled meeting on May 15<sup>th</sup>, 2014 and seconded by Councilperson Tackett. **MOTION CARRIES.**

**14.24**

A **MOTION** was made by Councilperson Pettinger to approve the elective training fund grant request from Melanie Cederholm or Arcadia Fire for Training equipment in the amount of \$840 for training aids and study guides, tabling the video projector and other electronic equipment until the next scheduled meeting on May 15<sup>th</sup>, 2014 and seconded by Councilperson Tackett. **MOTION CARRIES.**

**14.26**

A **MOTION** was made by Councilperson Purchase to table the request for training equipment submitted by Robert Radakovitz until further discussion regarding a statewide video Cloud service and seconded by Councilperson Blomstrom. **MOTION CARRIES.**

**14.27**

A **MOTION** was made by Councilperson Purchase to approve the elective training fund grant request from Mark Jordan of Bellevue Fire for Pump Operator Instructor manual and books for \$1,665 and seconded by Councilperson Pettinger. **MOTION CARRIES.**

**14.28**

A **MOTION** was made by Councilperson Purchase to deny the request made by Mark Jordan for the 2015 MFSIA Conference attendance being it is next Fiscal year and seconded by Councilperson Richardson. **MOTION CARRIES.**

**14.29**

A **MOTION** was made by Councilperson Blomstrom to approve the elective training fund grant request from Mark Jordan of Bellevue Fire for MSFA Advanced Extrication Course in the amount of \$684.60 and seconded by Councilperson Tackett. **MOTION CARRIES.**

**14.30**

A **MOTION** was made by Councilperson Blomstrom to approve the elective training fund grant request from Mark Jordan of Bellevue Fire for HazMat Instructor CD, books and placards for \$474 and seconded by Councilperson Richardson. **MOTION CARRIES.**

#### **14.31**

A **MOTION** was made by Councilperson Pettinger to approve the elective training fund grant request from John Smilnak of Schoolcraft Regional Training Center for Fire Officer III Series on behalf of Highland Park and Hamtramck for \$2,340 and seconded by Councilperson Richardson. **MOTION CARRIES.**

#### **14.32**

A **MOTION** was made by Councilperson Purchase to approve the elective training fund grant request from John Smilnak of Schoolcraft Regional Training Center for Company Officer and prerequisites involving Grosse Pointe Shores in the amount of \$7,400 and seconded by Councilperson Richardson. **MOTION CARRIES.**

#### **Fire Safety Fund Elective Grant Applications**

Another meeting will be scheduled as soon as county training fund allocations that are leftover has been determined on or around May 1<sup>st</sup>.

Fire Marshal Miller excused himself from the meeting at this time.

#### **Instructor I Courses**

Vice Chairperson Purchase discusses different scheduling ideas with Council and seeks their input regarding this, as well as a course fee being set for this class and stressing the importance of the number of Instructors.

A **MOTION** was made by Councilperson Purchase establish the minimum number of Instructors as 2, Instructor II's, that the course fee be set at \$3,600 and that the schedule for the Instructor I class be conducted on either a 5 week day schedule, a 2 weekend schedule with one weekend being Friday, Saturday and Sunday or a 3 weekend schedule as long as days 2 and 3 are on the same weekend and seconded by Councilperson Richardson. **MOTION CARRIES.**

#### **Leftover Fiscal Year 2014 County Training Funding**

There will be an estimated \$290,000 unencumbered by counties as of May 1<sup>st</sup>. There are counties that have encumbered their funds but would like to conduct more Fire Fighter Training Council classes though the neighboring counties are not cooperating with each other. The idea is presented that Counties will be able to apply for County funding for a 2 week period of May 1 through May 15 where the CTC's could apply for FFTC catalogue classes, then the remaining unencumbered funds can be put back into the Competitive Grant program. The counties that want more money will be able to continue to notify the Region Supervisors. A letter will go out to the counties indicating the available funds. Chairperson James states a motion is not needed because these funds are still allocated for county use. The budget will have to be amended after the 15 day window with the money that is left over and left unencumbered to adjust the \$95,000.

**9. PUBLIC COMMENT**

Lee Finlayson discusses his view and desire for 3D Fire Fighting Seminar that he has applied for and the Council was not able to vote on due to funding being allocated. He voices his experiences and encounters with this program as well as his future plans. His adjustment of the course cost is Instructor cost increase.

Tony Kowalski requests one more grant and his desire to run the 40 hour Fire Equipment Operator Course. Instructor fee and course fees excluding meals would still be greatly appreciated.

**10. COUNCIL COMMENT**

Everyone commended each other on a job well done. Vice Chairperson Purchase challenges his colleagues to come up with streamlining ideas regarding the grant process. Manager Grutza and Chairperson James will work on an agenda for the next meeting.

**11. ADJOURNMENT**

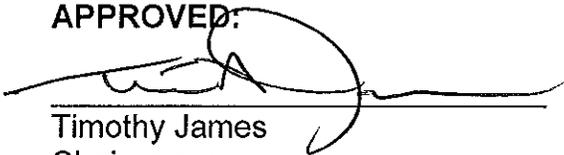
A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Purchase to adjourn the meeting. **MOTION CARRIES**. The meeting adjourned at 5:23 p.m.

**NEXT MEETING**

**Special Meeting**  
**May 15, 2013 @ 9 a.m.**

Location:  
3101 Technology Blvd, Suite H, Lansing, Michigan 48910

**APPROVED:**

  
\_\_\_\_\_  
Timothy James  
Chairperson

  
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Joseph A. Grutza, Manager  
Fire Fighter Training Division

  
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Brian K. Black  
Councilperson