



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

MINUTES
MICHIGAN FIRE FIGHTERS TRAINING COUNCIL REGULAR MEETING
Lansing Community College – West Campus, Room W157
5708 Cornerstone Drive, Lansing, MI 48917
Tuesday, August 13, 2019
1:30 PM

MEMBERS PRESENT:

Chad Tackett, Chairperson, Michigan Association of Fire Chiefs
Brian Blomstrom, Vice Chair, Michigan Fire Service Instructors Association
Alan Styles, Michigan Association of Fire Chiefs
Lynnae White, Michigan Fire Inspectors Society
Greg Janik, Michigan Municipal League
Jacob Steichen, Nominee of the State Fire Marshal
Aileen Pettinger, Michigan Professional Firefighters Union
Kevin Sehlmeier, State Fire Marshal, Ex-officio Member

MEMBERS ABSENT:

Terrance Blackmer, Michigan State Firemen's Association

BUREAU OF FIRE SERVICES STAFF PRESENT:

Hollie Metts, Assistant to the State Fire Marshal/Recording Secretary
Dan Hammerberg, Region 1 Coordinator
TJ Richardson, Region 2 Coordinator

OTHERS IN ATTENDANCE:

Steve McKellar, Plainfield Township Fire Department
Jeromy Robertson, VanBuren Tech
Larry Gambotto, Rochester Hills Fire Department
Stacy Theis, Michigan State Police, EMHSTC
Ron Haganan, Michigan State Police, EMHSTC
Kevin Christensen, Lansing Fire Department
Trevin Robinson, Auburn Hills Fire Department
Robert Bryant, West Bloomfield Township Fire Department
David Cutway, Green Lake Fire Department
Bill Parker, Blair Township and Paradise Fire Departments
Philip Duczyminski, Novi Fire Department
Dan Besson, Leland Township, Leelanau County Chiefs
Doug Bourgeois, Beaver Creek Fire Department
Ryan Tibbets, Kalamazoo Department of Public Safety
Chris Stoecklein, Canton Fire Department
Josh Mosher, Midland Fire Department/Michigan Association of Fire Chiefs
Teresa Robinson, Lansing Fire Department
Gerald Luedeking, Richland Township Fire Department

Jack White, Shelby Benowa Fire Department/Hartland Area Fire Department
Dan Yost, Grant Township Fire Department
Andy Down, Long Lake Fire Department
Dave Glotzbach, Muskegon Township Fire Department
Mark Cleveland, Eggleston Township Fire Department
Greg Mowbray, Brighton Area Fire Department
Mark Nicolai, Muskegon Township Fire Department
Kevin Christiansen, Lansing Fire Department
Chris Coughlin, Midland Fire Department
Steve Perna, Warren Fire Department
Bill Pawluk, Lansing Community College
Liam Carroll, Schoolcraft College Regional Training Center
Tom Frazier, Michigan Townships Association
Scott Tobey, ERSI
Dave VanHolstien, MUSAR
Dan Reynolds, Macomb Fire Academy

I. CALL TO ORDER AND DETERMINATION OF QUORUM:

Chairperson Tackett called the regular meeting to order at 1:30 p.m. A quorum was determined present.

II. REVIEW AND APPROVAL OF AGENDA:

19-8-03

A **MOTION** was made by **Councilperson Janik** and seconded by **Councilperson Blomstrom** to approve the August 13, 2019 regular meeting agenda, as presented. **MOTION CARRIED.**

III. REVIEW AND APPROVAL OF MINUTES:

19-8-04

A **MOTION** was made by **Councilperson Steichen** and seconded by **Councilperson Blomstrom** to approve the following minutes as presented:

June 11, 2019 Special Meeting
June 11, 2019 Regular Meeting

MOTION CARRIED.

IV. COMMUNICATIONS:

None.

V. STATE FIRE MARSHAL'S REPORT:

- a) **Course Summary:** Fire Marshal Sehlmeier provided the council with a revised course summary handout.
- b) **Grant Awards:** Fire Marshal Sehlmeier provided the council with an update regarding the

2019 Michigan Fire Fighters Training Council grants, including a color-coded list of both grants awarded and pending, an update regarding grant purchased equipment, and reports received from grant recipients (FMG-022, FMG-096, and FMG-112).

c) **Fireworks Funds:** Fire Marshal Sehlmeier reported the remaining fund balance as of August 12, 2019 is \$26,938.53. He provided the council with suggestions on how to spend the remaining funds as the pending grant applications require significant work to be completed by the end of FY19.

d) **Town Hall Meetings:** Fire Marshal Sehlmeier advised two town hall meetings have been scheduled and encouraged fire service members to attend:

August 22, 2019 – Richland Township

October 2, 2019 - Hartland

e) **NFIRS Reporting:** Fire Marshal Sehlmeier shared the bureau will run a report on the 20th of the month to see who has not reported in NFIRS and reminded attendees of the reporting requirements per Public Act 291.

VI. CURRICULUM WORK GROUP REPORT: Councilperson Blomstrom shared that the Curriculum Work Group met on June 22nd and August 8th. Their meetings focused on the Fire Fighter I exam and review of the practical stations. The next meeting date is pending however, the work group hopes to complete their review of exams and practical stations by October 1st.

VII. OLD BUSINESS:

a) **Clarification on Driver Training Process:** Fire Marshal Sehlmeier provided clarification regarding the driver training process, as requested at the previous meeting. The Bureau of Fire Services also sent a memo and flow chart out on GovDelivery explaining the process.

b) **Course Hours on Certificates:** As requested at the previous meeting, the Bureau of Fire Services looked into the possibility of adding course hours on certificates in SMOKE. The Fire Marshal shared that while this is not an easy fix due to coding and associated costs, it could be a future enhancement.

VIII. NEW BUSINESS:

a) **Inactivate Non-Supported NFA Courses:** Fire Marshal Sehlmeier advised that several courses are no longer supported by the National Fire Academy. As such, the Bureau of Fire Services has been directed stop delivering these courses in Michigan.

19-8-05

A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson White** to inactivate the below courses as they are no longer supported by the National Fire Academy. Further as of July 5, 2019, the Bureau of Fire Services will no longer approve course applications for these courses per the National Fire Academy. All currently scheduled courses listed in this motion must be completed by September 30, 2019.

- G02B Health and Safety Officer (O0730)
- I10A Leadership I
- I11A Leadership II
- I12A Leadership III

MOTION CARRIED.

- b) NFA Course Approvals:** Fire Marshal Sehlmeier shared that the outdated Michigan Fire Fighters Training Council courses listed below that have not been revised and approved by council.

19-8-06

A **MOTION** was made by **Councilperson Janik** and seconded by **Councilperson Blomstrom** to inactivate the following courses:

- C04A Detection of Arson and Suspicious Fires
- F04A Clandestine Drug Lab Awareness
- L15A Flammable Liquids

Further, all currently scheduled courses as of August 13, 2019 listed in this motion must be completed by September 30, 2019. **MOTION CARRIED.**

- c) NFA Course Approvals:** The Fire Marshal recommended the following National Fire Academy hand-off classes be adopted and approved for the Michigan Fire Fighters Training Council course catalog. These courses would require train-the-trainers to fully implement these courses throughout the state.

- O0497 Introduction to NFIRS 5.0
- O0722 Health and Safety Program Manager
- O0646 Leadership in Supervision: Creating Environments for Professional Growth
- O0647 Leadership in Supervision: Perspectives in Thinking
- O0648 Leadership in Supervision: Frameworks to Success
- O0635 Best Practices in Community Risk Reduction
- O0636 Building Organizational Support for Community Risk Reduction
- O0144 Department Wellness Program
- O0290 Training Operations in Small Departments
- O0609 Introduction to Unified Command for All-Hazard Incidents

Each of these courses are two-day courses ranging from 12-16 hours in length per NFA curriculum development guidelines. Each train-the-trainer will be conducted once in each region and preference will be given for certified Instructor 1 and/or 2 participants. We estimate that each train-the-trainer course will cost between \$1,800-\$2,200 for each offering, using NFA-approved contract instructors for each course.

The Bureau of Fire Services requests that council allocate a total of \$50,000 from the FY20 training funds prior to distribution to Michigan's 83 counties to be used for the cost of hosting the train-the-trainer courses listed above.

19-8-07

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Pettinger** that the following National Fire Academy hand-off courses will be activated and approved for delivery in Michigan:

- O0497 Introduction to NFIRS 5.0
- O0722 Health and Safety Program Manager
- O0646 Leadership in Supervision: Creating Environments for Professional Growth
- O0647 Leadership in Supervision: Perspectives in Thinking
- O0648 Leadership in Supervision: Frameworks to Success
- O0635 Best Practices in Community Risk Reduction
- O0636 Building Organizational Support for Community Risk Reduction
- O0144 Department Wellness Program
- O0290 Training Operations in Small Departments
- O0609 Introduction to Unified Command for All-Hazard Incidents

Note: All are two-day classes. **MOTION CARRIED.**

- d) **Fireworks Safety Funding After August 15, 2019:** Fire Marshal Sehlmeier asked the council to consider funding the below classes using FY20 fireworks safety fees prior to the FY20 allocations.

18-8-08

A **MOTION** was made by **Councilperson Steichen** and seconded by **Councilperson Pettinger** to allocate \$50,000.00 to fund the following National Fire Academy hand-off train-the-trainer courses using FY20 fireworks safety fees prior to FY20 allocation to Michigan's 83 counties (20 train-the-trainers conducted by authorized National Fire Academy instructors):

- O0497 Introduction to NFIRS 5.0
- O0722 Health and Safety Program Manager
- O0646 Leadership in Supervision: Creating Environments for Professional Growth
- O0647 Leadership in Supervision: Perspectives in Thinking
- O0648 Leadership in Supervision: Frameworks to Success
- O0635 Best Practices in Community Risk Reduction
- O0636 Building Organizational Support for Community Risk Reduction
- O0144 Department Wellness Program
- O0290 Training Operations in Small Departments
- O0609 Introduction to Unified Command for All-Hazard Incidents

Councilperson Blomstrom asked if the allocated amount could be changed in FY20. Fire Marshal Sehlmeier shared that the disbursements of \$17,500.00 could be changed however, the FY20 budget is set for \$2.3 million. **MOTION CARRIED.**

Fire Marshal Sehlmeier added that approximately 45 days remain until the end of FY19. As the remaining grant applications would take a considerable amount of work to complete

by the end of the fiscal year, the Fire Marshal requested the council to allow the Bureau of Fire Services to expend the remaining FY19 funding.

19-9-09

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Janik** to allow the Bureau of Fire Services to expend the remaining funds through the end of FY19 as appropriate. Chairperson Tackett asked the Fire Marshal to take into consideration the pending grant applications first. **MOTION CARRIED.**

- e) **Funding for Equipment:** Covered during the Fire Marshal's report.
- f) **FY20 Overview:** The Fire Marshal suggested that fire departments run q courses to expend the money and train firefighters in FY20. Chairperson Tackett stressed that fire departments should not schedule an old curriculum.
- g) **Iosco County Non-Traditional FF I and II Curriculum:** Region Coordinator Dan Hammerberg shared that Iosco County is requesting to do a non-traditional Firefighter I and II curriculum using Jones and Bartlett. A course summary handout was provided.

19-9-10

A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson Steichen** to approve Iosco County's request to run a non-traditional Fire Fighter I and II curriculum as outlined in the course summary. **MOTION CARRIED.**

h) Q Course Applications:

a. When Seconds Count We Count Seconds

Instructors: Howard Rinewalt and Mo Davis / Phone: 832-596-9754

19-9-11

A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson Blomstrom** to approve the curriculum. **MOTION CARRIED.**

b. Community Risk Reduction: A Primer

Instructor: Lawrence Morabito / Phone: 734-778-1502 / Email: firechief133@gmail.com

19-9-12

A **MOTION** was made by **Councilperson Janik** and seconded by **Councilperson White** to approve the curriculum. **MOTION CARRIED.**

c. Community Outreach for the Fire Officer

Instructors: Kyle Svoboda and Lisa Hoffer / Phone: 616-520-1532 / Email: svobodak@plainfieldmi.org

19-9-13

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Blomstrom** to approve the curriculum. **MOTION CARRIED.**

- d. **Hazardous Materials Operations Level 8-Hour Refresher**
Instructors: MSP EMHSTC Staff / Phone: 517-284-3821 / Email:
EMHSTC@michigan.gov

19-9-14

A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson White** to approve the curriculum. **Councilperson Blomstrom and Chairperson Tackett abstained from voting. MOTION CARRIED.**

- e. **First Annual Michigan Hazmat Responder Conference**
Instructor: Varies / Phone: 517-284-3821 / Email: EMHSTC@michigan.gov

19-9-15

A **MOTION** was made by **Councilperson White** and seconded by **Councilperson Styles** to approve the curriculum. Funding was discussed. Councilperson White amended the motion to approve the conference cost of \$250 per person not including lodging and food. Councilperson Styles accepted the amendment. **MOTION CARRIED.**

IX. PUBLIC COMMENT:

Scott Tobey, ERSI provided the council with an update on the MUSAR/ERSI Online Technical Rescue Awareness Programs. A handout was provided. They hope to have the program finalized by December.

Phil Duczynski, Novi Fire Department asked about funding an online learning program using FY19 funds. Fire Marshal Sehlmeier shared that it could be funded using FY19 funds if the online program was completed by September 30, 2019.

Mark Cleveland, Eggleston Township Fire Department requested clarification on NFIRS reporting and funding for non-reporting departments. Fire Marshal Sehlmeier advised 12-consecutive months are required to receive funding and that fire departments can enter their reports at any time. To participate in funded courses, non-reporting fire departments will be required to pay a fee at the start of the class. The course manager is responsible for collecting the fee. Chief Cleveland also advised that there are courses scheduled for the first weekend in September should additional funding become available.

X. COUNCIL COMMENT:

Councilperson Janik: None.

Councilperson White: Thanked everyone for coming to the meeting.

Councilperson Styles: None.

Councilperson Blomstrom: Shared that he was impressed with the turnout between both meetings and appreciated the feedback regarding the rules.

Councilperson Steichen: Thanked everyone for coming to the meeting. He shared that fire service members in northern Michigan are starting to take advantage of GovDelivery.

Councilperson Pettinger: Appreciates the reports on the grants and the update regarding the MUSAR course.

Fire Marshal Sehmeyer: Reminded county training chairpersons to turn in their training surveys by September 1st and shared that the bureau looks forward to a busy few weeks as we close out FY19.

Chairperson Tackett: Suggested rescheduling the October 8th meeting as it conflicts with the MEMA Conference and Fire Prevention Week. The council agreed that October 22nd would work pending availability of the room.

XI. INSTURCTOR INVESTIGATION – CLOSED SESSION

19-8-16

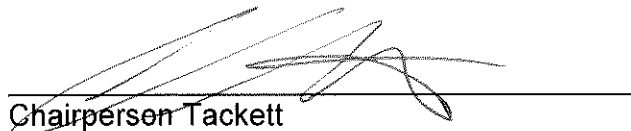
A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Janik** to move into closed session. **MOTION CARRIED.** The council took a brief break at 3:05 pm while the room cleared out and went into closed session from 3:22 pm to 3:37 pm.

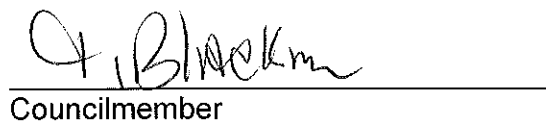
XII. ADJOURNMENT:

19-8-19

A **MOTION** was made by **Councilperson Steichen** and seconded by **Councilperson Blomstrom** to adjourn the regular meeting. **MOTION CARRIED.** The meeting adjourned at 3:40 pm.

APPROVED:


Chairperson Tackett


Councilmember