



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

**MINTUES**  
**MICHIGAN FIRE FIGHTERS TRAINING COUNCIL REGULAR MEETING**  
Bureau of Fire Services – Conference Room B  
3101 Technology Blvd., Suite H, Lansing, MI 48910  
February 13, 2018  
1:30 PM

**MEMBERS PRESENT:**

Timothy James, Chairperson, Michigan Association of Fire Chiefs  
Brian Blomstrom, Vice Chairperson, Michigan Fire Service Instructors Association  
Terrance Blackmer, Michigan State Firemen's Association  
Chad Tackett, Michigan Association of Fire Chiefs  
Joel Hondorp, Michigan Municipal League/Michigan Townships Association  
Aileen Pettinger, Michigan Professional Firefighters Union  
Kevin Sehlmeier, State Fire Marshal, Ex-officio Member

**BUREAU OF FIRE SERVICES STAFF PRESENT:**

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

**BUREAU OF FIRE SERVICES STAFF ABSENT:**

Dan Hammerberg, Region 1 Coordinator

**OTHERS IN ATTENDANCE:**

Mark Cleveland, Muskegon County  
Thea Dornbush, Muskegon Township Fire Department  
Adam Carroll, Livingston County  
Matt Majestic, Oakland Community College  
Andy Steeby, Wayne County Community College District  
Shawn Allen, Macomb County/Sterling Heights Fire Department  
Bill Pawluk, Lansing Community College  
Nick Miller, Hamburg Township Fire Department  
Steve Funk, Delta Township Fire/Rescue Resource  
John Skelly, Washington Township Fire Department  
Philip Duczynski, Novi Fire Department  
Brian Ball, Delhi Township Fire Department  
Jeromy Robertson, VanBuren Regional Training Center  
Robert Ginther, Beverly Hills Department of Public Safety  
Robert Plotzke, Center Line Department of Public Safety  
Adam Munro, Macomb Township Fire Department  
Michele Sosinski, Michigan State Police

I. **CALL TO ORDER AND DETERMINATION OF QUORUM:**

Chairperson James called the meeting to order at 1:31 p.m. A quorum was determined present.

II. **REVIEW AND APPROVAL OF AGENDA:**

**18-2-002**

A **MOTION** was made by **Councilperson Hondorp** and seconded by **Councilperson Pettinger** to approve the regular meeting agenda for February 13, 2018, as presented. **MOTION CARRIED.** The Council later agreed to amend the agenda to include funding approvals for classes scheduled prior to January 31, 2018, under new business.

III. **REVIEW AND APPROVAL OF MINUTES:**

**18-2-003**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Pettinger** to approve the December 12, 2017, regular meeting minutes as presented. **MOTION CARRIED.**

IV. **PUBLIC COMMENT:**

None.

V. **STATE FIRE MARSHAL'S REPORT:**

- a) **Michigan Fire Fighters Training Council General Rules:** Fire Marshal Sehlmeier shared that the Michigan Fire Fighters Training Council General Rules will need to be revised due to the amendments in Public Act 291, which took effect on January 31, 2018. The Council held a special meeting/work session prior to the regular meeting on February 13, 2018, to begin the process. The entire process will take approximately one (1) year to complete. Liz Arasim from the LARA Office of Policy and Legislative Affairs has been assigned to work with the Bureau of Fire Services and the Michigan Fire Fighters Training Council to update the rules. A stakeholder meeting is scheduled for 10:00 am on February 26, 2018, at the Delta Township Office to discuss the continuing education requirements in the Act.
- b) **Fire Instructor I:** Since the Fire Instructor I Manual was released in January 2018, Fire Marshal Sehlmeier hosted a 2-hour conference call with the training coordinators to review the manual, the evaluation process and scoring guide. The Fire Marshal has also debriefed each instructor I class after the final paperwork was received by the bureau. To clarify, the evaluation process is based on points (not a percentage). For a student to pass fire instructor I, they must receive a minimum of 66 points on their practical evaluation.
- c) **FY18 Course Summary Statistics:** A handout was provided to the Council for review of the course summary statistics for Firefighter I, Firefighter II, Firefighter I and II, HazMat, Drivers Training and Instructor I courses for the first four (4) months of FY18. In the past, re-testers had been included on the same rosters and had skewed the testing data. In FY18, the re-testers and challengers have been broken out on to separate rosters allowing the bureau to collect accurate course averages and pass/fail rates.
- d) **Fire Instructor II:** Fire Marshal Sehlmeier shared that he is ready to roll out the Fire Instructor II program statewide. On January 30, 2018, the Fire Marshal along with bureau staff, met with Chief Cleveland to discuss the delivery of the Fire Instructor II Train-the-Trainer program. A manual will also be developed and published.

e) **FY18 Funding:**

- **County Funds:** Fire Marshal Sehlmeier shared that the counties did a nice job of spending their allocated funding this year. All 83 counties were asked to provide a list of classes they intended to fund for FY18 so that bureau staff could ensure that the appropriate funds were applied in the SMOKE system. 38 counties did not respond to that request. A handout was provided listing the counties that did not comply.
- **Funding Approvals:** Effective January 31, 2018, the Michigan Fire Fighters Training Council will approve funding for Q Courses. An approval process will be developed moving forward. The Fire Marshal presented the Council with a list of training programs (approved curriculum) that were being coordinated before the January 31, 2018 deadline for review and consideration.

f) **Fire Service Training Needs:** Fire Marshal Sehlmeier has begun to survey fire service members on their training needs and interests at various meetings and speaking engagements across the state. Bureau staff compiled the results which were displayed on the wall in the conference room for review. Leadership training ranks among the top requested training programs. The Fire Marshal encourages the County Training Committee Chairpersons to survey the stakeholders in their county for their specific training needs.

g) **Distance Education Pilot Program:** Fire Marshal Sehlmeier provided an update on the distance education pilot program that was approved at the October 2017 meeting. Jonathan Stone is currently running the pilot program in Houghton (Baraga County) using the Jones and Bartlett learning platform. The class average is 91%. They are encouraged that the students are staying involved and that this program seems to fit their needs.

h) **Regional Training Center Annual Reports:** Fire Marshal Sehlmeier reported that all but one (1) of the regional training center reports have been received for FY17 and will be shared with the Council for review. The bureau expects that Kirtland Community College will withdraw their status as a regional training center. The bureau has also heard that Alpena College is interested in becoming a regional training center again although an official request has not yet been received.

i) **Instructor MOUs:** Fire Marshal Sehlmeier shared that this is a requirement that came out of the Attorney General's audit. To simplify the process, the MOU was built into the SMOKE system. Instructors simply need to login to the SMOKE system and will be prompted annually to acknowledge the MOU by checking a box in his/her profile. To date, there are 627 instructors that have not acknowledged the MOU for the year. These instructors will be turned off in the system. If an instructor wishes to be reinstated, they must ask Fire Marshal by submitting a request in writing to the [LARA-BFS-SMOKE@michigan.gov](mailto:LARA-BFS-SMOKE@michigan.gov) inbox.

VI. **CURRICULUM COMMITTEE REPORT:**

- a) **Fire Instructor II Exam:** Councilperson Blomstrom reported a sub-group of the Curriculum Committee met on February 2, 2018, to solidify the Fire Instructor II exam.
- b) **NFA Course Call:** Councilperson Blomstrom shared that the Curriculum Committee will meet in the near future to discuss the nine (9) NFA courses available in the upcoming year. Classes must be submitted to TJ Richardson by March 20, 2018.

**VII. OLD BUSINESS:**

- a) **Fee for Non-Fire Service Members:** Fire Marshal Sehmeyer shared a proposed formula with the Council. The cost per student would be minimally calculated using a base number of 15 fire department students. The total amount to fund the course would be divided by the base number of 15 fire department students or the total number of fire department students on the final course roster, whichever is greater above the base of 15 fire department students. Students whom are not members of fire departments (or departments that are not in compliance with the NFIRS reporting requirements per Public Act 291) would be charged a fee to attend the class. Separate rosters would be used for non-fire department students and submitted to the Bureau of Fire Services with the final course paperwork to close out the class. The instructor course manager would collect the fee from the non-fire department student. All non-fire department student fees will be collected and turned over to the host county fiduciary. All fees collected from non-fire department students will be deducted from the amount of funds that a county would receive in payment when completing the BFS-250 in the SMOKE system to receive payment from the State of Michigan.

**18-2-004**

A **MOTION** was made by **Councilperson Hondorp** and seconded by **Councilperson Blackmer** to accept the Fire Marshal's recommendation for non-firefighter funding. **MOTION CARRIED.**

**VIII. NEW BUSINESS:**

- a) **Vote on Vice Chairperson**

**18-2-005**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Hondorp** to reappoint Councilperson Blomstrom as the Vice Chairperson. Due to the new legislation, this is a 2-year appointment. Councilperson Blomstrom accepted the appointment and abstained from voting. **MOTION CARRIED.**

- b) **Q Course Applications:**

Fire Marshal Sehmeyer shared that he will no longer approve funding for Q Course applications. Due to the recent changes in Public Act 291 of 1966, the Michigan Fire Fighters Training Council will now approve curriculum as well as funding. A process to approve funding will be determined at a later date. The Bureau of Fire Services will provide the Council with an updated list of available funding at each regular meeting. The Fire Marshal also shared that unencumbered training funds were pulled back into the main fireworks fund account on January 1, 2018. The HMEP funds are being held separately.

- i. **Live Fire Training**

Instructors: Rescue Resources staff / Phone: 269-838-1930

**18-2-006**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Hondorp** to approve the curriculum for **Live Fire Training - Rescue Resources Staff Instructors.** **MOTION CARRIED.**

**ii. Preventing Firefighter and First Responder Suicide**

Instructor: Mary VanHaute / Phone: 920-680-4710

**18-2-007**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Blomstrom** to approve the curriculum for **Preventing Firefighter and First Responder Suicide Instructor Mary VanHaute. MOTION CARRIED.**

**iii. Facilitation – Instructing to the Next Level**

Instructor: Jason Morin / Email: [hmmgfj2012@gmail.com](mailto:hmmgfj2012@gmail.com)

**18-2-008**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Blackmer** to approve the curriculum for **Facilitation – Instructing to the Next Level Instructor Jason Morin. MOTION CARRIED.**

**iv. National Fire Protection Association (NFPA) Community Risk Reduction Train-the-Trainer**

Instructor: NFPA Staff / Email: [education@nfpa.org](mailto:education@nfpa.org)

**18-2-009**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Blomstrom** to approve the curriculum for the **NFPA Community Risk Reduction Train-the-Trainer Instructor NFPA Staff. MOTION CARRIED.**

**v. Michigan Prosecutor’s Youth Fire and Life Safety Seminar**

Instructor: Various / Email: [knopj@michigan.gov](mailto:knopj@michigan.gov)

**18-2-010**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Tackett** to allow fireworks training funds to be used to send firefighters to the **Michigan Prosecutor’s Youth Fire and Life Safety Seminar. MOTION CARRIED.**

**vi. NFPA Remembering When**

Instructor: NFPA Staff / Email: [education@nfpa.org](mailto:education@nfpa.org)

**18-2-011**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Pettinger** to approve the curriculum for **NFPA Remembering When Instructor: NFPA Staff. MOTION CARRIED.**

**vii. In Honor of the Charleston 9: A Study of Change Following Tragedy**

Instructor: Dr. David Griffin / Email: [drdavidgriffin@gmail.com](mailto:drdavidgriffin@gmail.com)

**18-2-012**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Pettinger** to approve the curriculum for **In Honor of the Charleston 9: A Study of Change Following Tragedy Instructor Dr. David Griffin. MOTION CARRIED.**

**viii. Vehicle/Bus Extrication**

Instructor: Shaun Hughes and Mike Torres / Phone: 269-375-4610

Councilperson Tackett shared that the class is free for all firefighters to attend and that lunch is included in the total cost.

**18-2-013**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Blackmer** to approve the curriculum for **Vehicle/Bus Extrication Instructor: Shaun Hughes and Mike Torres**. Councilperson Tackett abstained. **MOTION CARRIED.**

**ix. Flashover Training**

Instructor: Shaun Hughes and Eric Burghardt / Phone: 269-375-0487

**18-2-014**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Blomstrom** to approve the curriculum for **Flashover Training Instructor: Shaun Hughes and Eric Burghardt**. Fire Marshal Sehmeyer shared that NFPA Standard 1403 must be followed including the Instructor in Charge must be a NFPA Certified Instructor II. Councilperson Tackett abstained. **MOTION CARRIED.**

**x. NFPA Pump Operator Class**

Instructor: Eric Burghardt / Phone: 269-375-0487

**18-2-015**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Hondorp** to approve the curriculum for **NFPA Pump Operator Class Instructor: Eric Burghardt**. Councilperson Tackett shared that Matt Carlson will not be an instructor for this class and abstained from voting. **MOTION CARRIED.**

**xi. Scene Management**

Instructor: Michigan State Police (MSP) Emergency Management and Homeland Security Training Center Staff / Phone: 517-284-3821

Lt. Sosinski shared that MI-Train would be used for registration instead of the SMOKE system.

**18-2-016**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Pettinger** to approve the curriculum for **Scene Management Course Instructor: MSP Emergency Management and Homeland Security Training Center Staff**. Councilperson Tackett and Councilperson Blomstrom abstained. **MOTION CARRIED.**

**xii. Chemical and Physical Properties**

Instructor: MSP Emergency Management and Homeland Security Training Center Staff  
Phone: 517-284-3821

**18-2-017**

A **MOTION** was made by **Councilperson Hondorp** and seconded by **Councilperson Blackmer** to approve the curriculum for **Chemical and Physical Properties Course Instructor: MSP Emergency Management and Homeland Security Training Center**

**Staff.** Councilperson Tackett and Councilperson Blomstrom abstained. **MOTION CARRIED.**

**xiii. Exposure Assessment and Toxicology**

Instructor: MSP Emergency Management and Homeland Security Training Center Staff  
Phone: 517-284-3821

**18-2-018**

A **MOTION** was made by **Councilperson Hondorp** and seconded by **Councilperson Blackmer** to approve the curriculum for **Exposure Assessment and Toxicology Course**  
**Instructor: MSP Emergency Management and Homeland Security Training Center Staff.** Councilperson Tackett and Councilperson Blomstrom abstained. **MOTION CARRIED.**

**xiv. Advanced Michigan Agricultural Accident Rescue (MAARS)**

Instructor: Jonathan Degen / Phone: 231-206-8796

**18-2-019**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Tackett** to approve the curriculum for **Advanced Michigan Agricultural Accident Rescue (MAARS)**  
**Instructor: Jonathan Degen.** **MOTION CARRIED.**

**xv. Managing the MAYDAY**

Instructor: Task Force 1 Instructors / Website: [www.TaskForce1.net](http://www.TaskForce1.net) / Phone: 570-499-5895  
Email: [RRichardsTaskForce1Inc@gmail.com](mailto:RRichardsTaskForce1Inc@gmail.com)

**18-2-020**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Blomstrom** to table this application until further information regarding the curriculum is provided. **MOTION CARRIED.**

**xvi. Rapid Intervention Team Concepts**

Instructor: Joshua Sturgis / Phone: 810-347-8439

**18-2-021**

A **MOTION** was made by **Councilperson Tackett** and seconded by **Councilperson Blackmer** to table this application until further information regarding the curriculum is provided. **MOTION CARRIED.**

**xvii. Fire Ground Survival and Rapid Intervention Teams**

Instructor: John Skelly III / Phone: 586-601-7724 / Email: [skellyj@ctwfd.org](mailto:skellyj@ctwfd.org)

**18-2-022**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Hondorp** to approve the curriculum for **Fire Ground Survival and Rapid Intervention Teams Course**  
**Instructor: John Skelly III.** **MOTION CARRIED.**

**xviii. Irons 101 Forcible Entry**

Instructor: Fortitude Fire, LLC Instructors / Phone: 586-524-0687

Region Coordinator TJ Richardson shared that another Irons 101 Forcible Entry class was previously approved under Q45E. If approved, this course would also fall under the same Q

number.

**18-2-023**

A **MOTION** was made by **Councilperson Hondorp** and seconded by **Councilperson Pettinger** to approve the curriculum for **Irons 101 Forcible Entry Instructor: Fortitude Fire, LLC Instructors**. **MOTION CARRIED.**

**xix. Accident Scene Safety and Traffic Control**

Instructor: Terry Bykerk and Mike Wierenga / Phone: 616-262-8455

**18-2-024**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Blomstrom** to table this application until further information is provided. **MOTION CARRIED.**

**xx. Situational Awareness and Threat Assessment**

Instructor: Terry Bykerk and Mike Wierenga / Phone: 616-262-8455

**18-2-025**

A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Hondorp** to table this application until further information is provided. **MOTION CARRIED.**

**c) FUNDING APPROVALS FOR SCHEDULED CLASSES:**

Fire Marshal Sehlmeier provided the Council with a list of classes that were scheduled prior to the law change on January 31, 2018, for consideration for funding approval. Chairperson James shared that he would like to honor the commitments that the Fire Marshal made during the transition period.

**18-2-026**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Blomstrom** to approve funding for the following classes that were scheduled prior to the law change on January 31, 2018:

Principles of Modern Fire Attack – Iron Mountain on May 12, 2018 for \$3,000

Principles of Modern Fire Attack – Alpena on April 14, 2018 for \$3,000

To the Rescue Emotional Wellness / Career Survival – Holly on March 10, 2018 for \$1,200

To the Rescue Emotional Wellness / Career Survival – Sandusky on March 10, 2018 for \$1,800

Fire Marshal Sehlmeier abstained. **MOTION CARRIED.**

Next, the Council reviewed the list of classes that were scheduled and seeking funding approval from the Fire Marshal prior to the law change on January 31, 2018.

**18-2-027**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Pettinger** to approve funding for two (2) Fire Instructor II classes (\$3,600 per class for total of \$7,200) in Lansing and the Gaylord/Alpena area. **MOTION CARRIED.**



**18-2-028**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Hondorp** to approve funding for the 40 firefighters (\$3,000) to attend the Michigan Prosecutor's Youth Fire and Life Safety Seminar in Okemos on March 8,9, 2018. **MOTION CARRIED.**

**18-2-029**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Pettinger** to approve funding for the NFPA Plan Review course (\$4,500) and Fire Inspector I (\$10,000) course hosted by the Delhi Township as applied for. **MOTION CARRIED.**

**18-2-030**

A **MOTION** was made by **Councilperson Pettinger** and seconded by **Councilperson Blomstrom** to approve funding for the NFFF Suicide and Safety Seminar (\$7,500) in Port Huron. Councilperson Blackmer abstained. **MOTION CARRIED.**

**18-2-031**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Pettinger** to approve funding for one (1) NFPA Community Risk Reduction Train-the-Trainer class (\$7,000) between in either Lansing or Alpena. Fire Marshal Sehmeyer shared that he has worked out an option for students to stay in the dorms for a reduced rate. **MOTION CARRIED.**

**18-2-032**

A **MOTION** was made by **Councilperson Hondorp** and seconded by **Councilperson Pettinger** to approve HMEP funding for three (3) HazMatIQ classes (\$6,300 per class) in Districts 6, 2 North and 2 South. Councilperson Blomstrom shared that previously each county received HMEP funds that were used to subsidize hazmat operations. Councilperson Tackett added that he would like to see a needs assessment for areas the need hazmat training more. Chairperson James opposed. Councilperson Blomstrom and Councilperson Tackett abstained from voting. **MOTION CARRIED.**

**18-2-033**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Hondorp** to approve \$2,500 in funding for the MSFA Conference to reduce the overall cost for attendees. Councilperson Blackmer shared that the funding is for the educational classes that are being held at the conference and abstained from voting. **MOTION CARRIED.**

**d) COUNCIL COMMENT:**

- **Councilperson Pettinger:** Stressed the importance of Community Risk Reduction and recognizes the need for it in Michigan.
- **Councilperson Hondorp:** Apologized for missing the morning work session and asks that when applying for a new Q course that applicants are more specific in their narratives regarding the curriculum.
- **Councilperson Blackmer:** None.
- **Councilperson Tackett:** None.
- **Councilperson Blomstrom:** Thanked the Council for the reappointment. Councilperson Blomstrom also encouraged all parties involved to provide input as the Council looks towards developing the new funding/grand procedure. He also shared that he feels there should be priority classes that will be funded first as the Council moves forward with the grant process.

- **Fire Marshal Sehmeyer:** Thanked the Council and BFS staff for their work.
- **Chairperson James:** Shared that the amended version of Public Act 291 of 1966 is available to view online and encouraged all attendees to review it to see how the changes will affect their department. He also thanked bureau staff for their work.

**ADJOURNMENT AND NEXT MEETING:**

**18-2-034**

A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Tackett** to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 4:15 p.m.

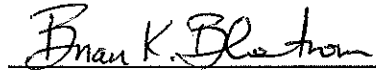
**NEXT MEETING:**

April 10, 2018 at 1:30 PM

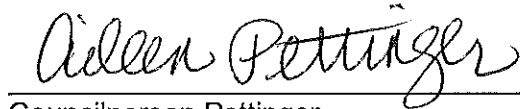
Bureau of Fire Services – Conference Room B

3101 Technology Blvd., Suite H, Lansing, MI 48910

**APPROVED:**



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Vice Chairperson Blomstrom



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Councilperson Pettinger