MINUTES
MICHIGAN FIRE FIGHTERS TRAINING COUNCIL REGULAR MEETING

Park Place Hotel
300 E. State Street, Traverse City, MI 49684
Friday, December 6, 2019
1:00 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
Terrance Blackmer, Michigan State Firemen's Association
Greg Janik, Michigan Municipal League
Jacob Steichen, Nominee of the State Fire Marshal
Aileen Pettinger, Michigan Professional Firefighters Union
Kevin Sehlmeyer, State Fire Marshal, Ex-officio Member

BUREAU OF FIRE SERVICES STAFF PRESENT:

Hollie Metts, Assistant to the State Fire Marshal
Andrea Keown, Department Technician, Fire Fighting Training Division/Recording Secretary
Dan Hammerberg, Region 1 Coordinator

OTHERS IN ATTENDANCE:

Steve Stawecki, Macomb Township Fire Department
Al Young, Taylor Fire Department
Jeff Packett, Roseville Fire Department
Joel Britt, Roseville Fire Department
Liam A. Carroll, Schoolcraft Regional Training Center
Dennis Firment, Farmington Hills Fire Department
John B. Martin, Novi Fire Department
Bill Pawluk, Lansing Community College
Ed Sayre, Star Township
Rick Rottman, Plainfield Fire Department
Robert Hill, Training Coordinator, Bureau of Fire Services
Doug Bourgeois, Beaver Creek Fire Department
Joseph Miracle Jr., Denton Township Fire Department
Wes Kelley, Grand Rapids Fire Department
Cory Kernodle, Grand Rapids Fire Department
Bradley Jackson, Richfield Township Fire Department
Nicholas Vaught, Sault Saint Marie Fire Department/Lake Superior State University
Michael Yanz, NIESA
Greg Ball, Oakland Township Fire Department
Chip Everett, Portage Fire Department
Dennis Cotton, Oakland Community College
Robert Ginther, Oakland Community College

Corey Miller, Berkley Department of Public Safety
Kurt Corrodi, Bay City Department of Public Safety
Mark Cleveland, Egelston Township Fire Department
John R. Kramer, Monitor Township Fire Department
Randy VanDenBoom, Bay County
Don Bigger, Michigan Fire Service Instructors Association
Zachary VanSickle, Custer Fire Department
Chelsea VanSickle, Custer Fire Department
Elizabeth Reimink, Hamlin Fire Department
Thomas LaJourneau, Marquette City Fire Department
Dale Hill, Cadillac Fire Department
Rick Kleinow, Monroe Fire Department
James Cousino, Northern Michigan Regional Training Center – Petoskey
Brian Drayton, Northern Michigan Regional Training Center – Petoskey
Jesse Silva, Charlevoix Fire Department
Larry Gambotto, Rochester Hills Fire Department
Jeremy Robertson, Van Buren Tech Regional Training Center
Charles Pichan, Detroit Fire Department Training Academy
Glen A. Goodson, Detroit Fire Department
Steven D. Mann, Deerfield Township Fire Department
Marco Isome, Tri Township
Scott Damon, Cambridge Fire Department
Bryce Tracy, Mackinac County/Mackinac City Fire Department
Rodney Scrotchen, Shelby Township Fire Department

I. CALL TO ORDER AND DETERMINATION OF QUORUM:

Chairperson Tackett called the regular meeting to order at 1:06 p.m. A quorum was determined present.

II. REVIEW AND APPROVAL OF AGENDA:

19-12-03
A **MOTION** was made by **Councilperson Janik** and seconded by **Councilperson Styles** to approve the December 6, 2019 regular meeting agenda. Councilperson Blomstrom requested that the fee limits for Firefighter I and II courses be added to the agenda under Old Business. Councilperson Pettinger also requested a spelling correction. Councilperson Janik and Councilperson Styles accepted the requested amendments. **MOTION CARRIED.**

III. REVIEW AND APPROVAL OF MINUTES:

19-12-04
A **MOTION** was made by **Councilperson Blackmer** and seconded by **Councilperson Pettinger** to approve the following minutes as presented:

October 22, 2019 Special Meeting
October 22, 2019 Regular Meeting
November 4, 2019 Special Meeting
November 20, 2019 Special Meeting

MOTION CARRIED.

IV. COMMUNICATIONS:

Fire Marshal Sehlmeyer shared that he received two documents from the Michigan Fire Service Instructors Association: one regarding the drivers training process and one regarding the fee limit for firefighter courses, which will be discussed under Old Business.

V. STATE FIRE MARSHAL'S REPORT:

a) **MFFTC Contact Info:** Per Executive Directive 2019-05, all board appointees are required to have a State of Michigan email address. The council's contact information has been updated accordingly and added to the website.

b) **Fire Fighter Training Division Staffing Updates:**

1) **Region 2 Coordinator:** TJ Richardson has accepted a promotion within the Bureau of Fire Services as the manager of the Storage Tanks Division. The region coordinator position will be backfilled as soon as possible as we are currently working through Civil Service and LARA/Human Resources to update the position description. Interested applicants must possess a bachelor's degree to qualify for the position.

2) **Department Technician:** Andrea Keown recently accepted the department tech position in the Fire Fighter Training Division. Andrea also promoted from within the bureau and previously worked in the Plan Review Division. In her new role, Andrea will take over as the liaison to the Michigan Fire Fighters Training Council. Moving forward, the Fire Marshal asks that the council direct correspondence to Andrea at keowna@michigan.gov. He thanked Hollie Metts for her work with the council.

3) **Certification Specialist:** The Fire Marshal advised that the bureau will be looking to fill a certification specialist position to handle the certifications for all classifications in addressed in Public Act 291 of 1966, the Michigan Fire Fighters Training Council Act. We are currently working through Civil Service and LARA/Human Resources to establish the position.

c) **Course Summary:** An updated course summary was provided to the council for review in their meeting packets.

d) **Update on Grant Awards:** A handout detailing the grants awarded in FY19 and reports from the grant recipients were provided to the council for review. Fire Marshal Sehlmeyer asked the council to consider how the grant process will be handled in FY20 and suggested having a small workgroup of a few council members to work on the FY20 grant guidelines.

e) **Live Fire Training Update:** A handout from Jon Stone with an update regarding the live fire training tower was also given to the council for review.

f) **Regional Training Center Annual Reports:** The Fire Marshal advised that annual reports from the regional training centers were due on December 1, 2019. Staff are collecting the reports and will forward them to council electronically with their packets for the February meeting. The Fire Marshal noted the regional training center annual reports are done on fiscal year, rather than calendar year.

g) **Training Coordinator Visits:** Fire Marshal Sehlmeyer shared that the training coordinators will be conducting quality assurance visits to courses in their coverage areas. The Fire Marshal stressed that class start and end times and required documentation should be made available to

the training coordinator upon request.

h) **County Funding Update:** The following counties did not turn in their county training needs surveys and therefore, have not received their county funding allocation as of December 6, 2019 after being contacted many times since October 2019:
   1) Presque Isle
   2) Luce
   3) Otsego

i) **Instructor I Curriculum Recommendation:** Fire Marshal Sehlmeyer advised that the NFPA standard has changed and recommended that the council adopt an updated curriculum for the Instructor I (H07B) course since the current instructor book will not be available in the near future. He added that a change in curriculum would require the bureau to update the exam. More discussion to follow under New Business.

j) **Q Course for Fire Instructor II:** Fire Marshal Sehlmeyer shared the bureau received a Q-Course application from RAFT for Fire Instructor II. The Fire Marshal advised this item was not included on the agenda as the Bureau of Fire Services is the authority having jurisdiction for training and exams, and that the State of Michigan ultimately provides the certification.

VI. CURRICULUM WORK GROUP REPORT:

Councilperson Blomstrom shared that currently there are no curriculum work group meetings scheduled, but that they will be ready to work on the Instructor I exam when needed.

VII. OLD BUSINESS:

a) **Course Schedule Update:** To clarify, the Bureau of Fire Services stands behind the hours on the forms. The two textbooks are laid out differently and the person who had inquired about the hours previously was referencing an old form.

b) **Fee Limits for Firefighter I and II Courses:** At the previous meeting, Councilperson Blomstrom asked the council to consider raising the fee cap to a higher amount in SMOKE so that additional funds could be utilized to cover training expenses. A handout with a breakdown of the cost per class size was provided to the council for review. Councilperson Blomstrom added that he is not looking to change the county allocation at $17,500 but feels the council should consider a fee cap based on the number of students in the class. Specifically:

   i) Courses having 10-15 students: After the first 3 sessions of class, allow a maximum funding capability of $16,225 in the SMOKE system.

   ii) Courses having 16-20 students: After the first 3 sessions of class, allow a maximum funding capability of $20,00 in the SMOKE system.

   iii) Courses having 21-30 students: After the first 3 sessions of class, allow a maximum funding capability of $25,00 in the SMOKE system.

19-12-05
A **MOTION** was made by **Councilperson Blomstrom** and seconded by **Councilperson Pettinger** to implement a fee cap in SMOKE of $16,225 for 10-15 students, $20,000 for 16-20 students, and $25,000 for 21-30 students. Councilperson Pettinger shared that she feels Councilperson Blomstrom had some great points and thinks it's a great suggestion. Fire Marshal Sehlmeyer questioned the fee cap amounts as the course manager can set the amount for the course. Councilperson Blomstrom explained that additional instructor costs are incurred

when taking on larger class sizes. Fire Marshal Sehlmeyer questioned why the fee cap would be based on the number of students after the first three class sessions. Councilperson Blomstrom replied that is because students could drop the class. Councilperson Tackett stated the county should set a policy on what instructors should get paid and that the $55 per hour rate was intended to be a course fee, not for one instructor to make $55 per hour. He further stated that fireworks funds are meant to supplement training fees and is not meant to totally fund courses. Councilperson Blomstrom agreed that each county should have a policy in place and that firework funds were not intended to fully fund training. A roll call vote was taken.

Chairperson Tackett – no
Councilperson Blomstrom – yes
Councilperson Styles – no
Councilperson White – abstain
Councilperson Blackmer – no
Councilperson Janik – no
Councilperson Steichen – no
Councilperson Pettinger – yes
Fire Marshal Sehlmeyer – no

Two votes yes, six votes no, and one abstention. **MOTION FAILED.**

VIII. NEW BUSINESS:

a) **Curriculum for Fire Instructor I:** Fire Marshal Sehlmeyer asked the council to consider adopting the Jones and Bartlett curriculum for Fire Instructor I. This curriculum would also cover Instructor II and II.

19-12-06
A **MOTION** was made by **Fire Marshal Sehlmeyer** and seconded by **Councilperson Blomstrom** to use the Jones and Bartlett curriculum for the Instructor I, II, and III courses and exams. **Councilperson Styles** stated that he believed the change in curriculum would be implemented in March with the rules and asked the Fire Marshal to **amend the motion** to include changing the passing score of the Instructor I exam to 70%. **Fire Marshal Sehlmeyer accepted the amendment. Councilperson Blomstrom did not accept the amendment on the passing score.** Councilperson Styles shared he would address the passing score in a separate motion. **MOTION CARRIED.**

19-12-07
A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson Janik** to set the passing score for Instructor I to 70%. Councilperson Steichen asked the Fire Marshal if he knew of any Instructor I course(s) currently scheduled. The Fire Marshal replied that there are about six to seven classes currently scheduled in SMOKE. Councilperson Blackmer questioned whether the council could amend the existing rules. Councilperson Styles replied that the passing score was raised to 80% at another council meeting in 2018 in Traverse City. Chairperson Tackett stated it would make more sense change the passing score with the new curriculum on March 1, 2020. Councilperson Blomstrom agreed with changing the passing score when the new curriculum becomes effective for statistical purposes. **Councilperson Styles amends the motion** to change the Instructor I passing score to 70% effective March 1, 2020, when the new curriculum is implemented. **Councilperson Janik accepted the amendment**. A roll call vote was taken.

Chairperson Tackett – yes
Councilperson Blomstrom – yes
Councilperson Styles – yes
Councilperson White – yes
Councilperson Blackmer – yes
Councilperson Janik – yes
Councilperson Steichen – yes
Councilperson Pettinger – yes
Fire Marshal Sehlmeyer – yes

MOTION PASSED UNANIMOUSLY.

b) **Proposed Firefighter I/II Course (Hybrid):** James Cousino, Northern Michigan Regional Training Center – Petoskey, is seeking council's approval to run a hybrid Firefighter I and II course.

19-12-08
A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson Steichen** to approve the hybrid Firefighter I and II course. Councilperson Blackmer added that he appreciates the effort and feels that hybrid courses are the way of the future. **MOTION CARRIED.**

c) **FY20 Disbursement of Unencumbered/Returned Funds:** Councilperson Styles shared that he would like to focus on individual department grants this year and regional grant applications were given preference in the past. Councilperson Pettinger thought the council had discussed focusing on department grants this year but wondered if it would impact more firefighters to continue to focus on a regional approach to training. Councilperson Steichen felt the council should try something new this year. Fire Marshal Sehlmeyer suggested setting a cap on the requested amount of grant funding.

19-12-09
A **MOTION** made by **Councilperson Blomstrom** and seconded by **Councilperson Styles** to disburse unencumbered/returned FY20 funds to individual fire departments up to $10,000 as requested on the individual fire department grant application. Fire Marshal Sehlmeyer added that essentially the same awards process would be used as in previous years and that the funding would be awarded at the February 11, 2020 regular meeting. Fire Marshal Sehlmeyer asked for volunteers (a few council members) to work as a subgroup and set the grant criteria. Councilperson Styles and Councilperson Steichen agreed to participate on the subgroup. **MOTION CARRIED.**

d) **Proposed 2020 Meeting Schedule:** The proposed 2020 meeting schedule was presented to council for review and approval. A correction was noted regarding the start time for the special meetings/work sessions. The start time shall be changed to 9:00 am. Also, staff are working to secure a location for the special and regular meetings on April 14, 2020.

19-12-10
A **MOTION** was made by **Fire Marshal Sehlmeyer** and seconded by **Councilperson Styles** to accept the 2020 meeting schedule as amended. Councilperson Tackett asked each council member to reach out to their organizations about hosting future council meetings. **MOTION CARRIED.**

e) **Q Course Applications:**

1) **Rescue Task Force Train-the-Trainer**
Instructor: Steve Huisman / Phone: 616-780-9624 / Email: steve@greatlakesems.com
Cory Kernodle, Grand Rapids Fire Department gave an overview of the course.

19-12-11
A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson Blomstrom** to approve the above listed curriculum. **MOTION CARRIED.**

2) **Introduction to Radiological/Nuclear WMD Operations**
Instructor: MSP Emergency Management and Homeland Security Training Center staff
Phone: 517-284-3821 / Email: emhstc@michigan.gov

19-12-12
A **MOTION** was made by **Councilperson Steichen** and seconded by **Councilperson Styles** to approve the above listed curriculum. **MOTION CARRIED.**

3) **DTE/MFSIA Electrical Safety Program for Firefighters**
Instructor: MFSIA Instructors / Phone: 313-235-3809 / Email: russel.pogats@dteenergy.com
Chris Dean, Michigan Fire Service Instructors Association, gave an overview of the course.

19-12-13
A **MOTION** was made by **Councilperson Styles** and seconded by **Councilperson Janik** to approve the above listed curriculum. **Councilperson Blomstrom abstained. MOTION CARRIED.**

f) **PUBLIC COMMENT:**

Mike Yanz, NEISA: Regarding the DTE/MFSIA Electrical Safety Program for Firefighters, Chief Yanz asked if his department fell within the 13 counties that are being offered this training. Fire Marshal Sehlmeyer shared that initially DTE and the MFSIA are launching a pilot program within DTE's coverage area, however, they could host a training in Ingham County.

Don Bigger, Michigan Fire Service Instructors Association shared that more information regarding the DTE/MFSIA Electrical Safety Training Train-the-Trainer program will be made available on their website (selection of instructors, training dates, etc.). On behalf of the instructors' association, Don thanked the council for coming to Traverse City this year and shared that the conference will be held in Traverse City for the next two years. He also welcomed everyone to attend the banquet later that evening.

g) **COUNCIL COMMENT:**

Councilperson Steichen thanked the attendees for coming to the regular meeting and encouraged fire services members in northern Michigan to get his contact information from the bureau's website.

Councilperson White thanked everyone for their patience through the administrative rules process and wished everyone happy holidays.

Councilperson Pettinger thanked Fire Marshal Sehlmeyer for sharing the grant summaries with the council. She believes the training grants are making a difference and shared an excerpt from Lansing Community College's live fire training grant report. Councilperson Pettinger also thanked

the Michigan Fire Service Instructors Association for inviting the Michigan Fire Fighters Training Council to Traverse City again. She wished everyone a merry Christmas and a happy new year.

Councilperson Blomstrom thanked the State of Michigan for allowing the Michigan Fire Fighters Training Council to meet in Traverse City again this year, and for allowing bureau staff to attend. He wished everyone a merry Christmas and happy new year.

Councilperson Janik thanked the audience for attending the regular meeting and the council for the work that they're doing. Councilperson Janik also agreed with Councilperson Pettinger's comments regarding the grants as it really resonates with him. He wished everyone a merry Christmas.

Councilperson Blackmer hopes everyone has a great weekend and takes advantage of the good training opportunities. He also encouraged fire service members to share what they've learned with their departments.

Councilperson Styles thanked the attendees for coming to the regular meeting and thanked everyone for their feedback. He wished everyone a safe holiday season.

Fire Marshal Sehlmeyer recognized Ed Sayre for his involvement in MI Prevention since the beginning of the task force and presented him with a challenge coin. The Fire Marshal also thanked the Michigan Fire Service Instructors Association for allowing the council hold their meeting in conjunction with the conference. The Fire Marshal advised that he would be handling TJ Richardson's training session in lieu of his new position. He also thanked the council for their support of the Bureau of Fire Services and their work on the rules. He wished everyone in attendance a happy holiday season and shared that he looks forward to the new year.

Chairperson Tackett noted that he appreciates everyone's time and commitment. He also wished TJ Richardson well in his new position.

h) <u>ADJOURNMENT:</u>

19-12-14
A **MOTION** was made by **Councilperson Steichen** and seconded by **Councilperson Styles** to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 3:00 p.m.

APPROVED:

Chairperson Tackett

Brian K. Blomstrom
Councilmember