



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

RICK SNYDER  
GOVERNOR

SHELLY EDGERTON  
DIRECTOR

# Memorandum

**DATE:** September 27, 2018  
**TO:** County Training Committee Chairpersons  
**CC:** Michigan Fire Fighters Training Council  
**FROM:** Kevin J. Sehlmeier, State Fire Marshal/Director  
**SUBJECT:** Fiscal Year 2019 Updates

## County Training Allocations:

The Bureau of Fire Services, Fire Fighter Training Division county funding budget for October 1, 2018 through September 30, 2019, or Fiscal Year 2019 (FY19), is approved for \$2,000,000. Please find attached the FY19 county training allocations. An additional \$300,000 will be distributed using the 70/30 formula once approved as a budget supplement for FY19.

All county funds must be approved by the County Training Committee chairperson through the System Maintenance of Knowledge and Education (SMOKE) system. County training allocations **must** be encumbered (committed for a specific course) by December 31, 2018. All courses must be completed and an invoice must be submitted by September 30, 2019. Any funds not allocated to a course by January 1, 2019 will be transferred back to the fireworks safety fund to be distributed by the Michigan Fire Fighters Training Council through a grant application process. Any funds for funded courses that are cancelled after January 1, 2019 will be returned to the Michigan Fire Fighters Training Council and may be redistributed through a grant application process.

## Course Requirements:

We continue to use IFSTA Essentials of Fire Fighting 6<sup>th</sup> edition and Jones and Bartlett Fundamentals of Fire Fighter Skills 3<sup>rd</sup> edition as approved textbooks for FY19 for Fire Fighter I, II and Fire Fighter I & II courses as well as Hazmat Operations courses state-wide. **NOTE:** The Hazmat Operations course is included in the Fire Fighter I or Fire Fighter I & II objectives and must be conducted within the last 45 days prior to the Fire Fighter I, or Fire Fighter I & II state exam. If you fund your Fire Fighter I or Fire Fighter I

& II course, the funding includes the Hazmat Operations portion of the course since it is part of the NFPA 1001 fire fighter curriculum.

Stand-alone hazmat operations courses can be registered under a separate course number for personnel not enrolled in a fire fighter course. If the decision is made to allow outside students (if seats are available) in a Hazmat Operations course running in conjunction with a Fire Fighter I or Fire Fighter I & II, the course will not be eligible for stand-alone course funding as the funding is fully covered by the Fire Fighter I or Fire Fighter I & II course funding.

Course managers must ensure that instructors of all Michigan Fire Fighters Training Council courses are using the Council approved curriculum. This includes providing an electronic or paper copy of the publisher/National Fire Academy/third-party (i.e. VFIS, NFFF, etc.) curriculum to each student attending the training.

**NEW:** All courses funded with fireworks safety funds must forward a flyer four (4) weeks prior to the start date of the course for posting to the GovDelivery website for state-wide notification of training opportunities.

Each course manager of a Fire Fighter I, II, and Fire Fighter I & II course, must submit a course schedule by email to the [LARA-BFS-SMOKE@michigan.gov](mailto:LARA-BFS-SMOKE@michigan.gov) email box. Please include the **full course number as the subject line of the email**. Also send the course schedule to the appropriate training coordinator prior to submitting a course request in SMOKE.

All courses require a copy of the "Class Sign-in Sheet" for each class session that meets and must be submitted before course(s) can be finalized. "Class Sign-in Sheets" shall be scanned and emailed to the [LARA-BFS-SMOKE@michigan.gov](mailto:LARA-BFS-SMOKE@michigan.gov) email with the **full course number as the subject line of the email**.

For any course funded with fireworks safety funds, the course manager must submit receipts for all allowable expenses to the [LARA-BFS-SMOKE@michigan.gov](mailto:LARA-BFS-SMOKE@michigan.gov) email with the **full course number as the subject line of the email**.

Payments for courses will not be made to the county fiduciary until the course(s) are finalized by the course manager after submitting the BFS-250 for each course in the SMOKE system.

### **Identifying a Computer-based Examination Location:**

Each county training committee chairperson must identify a location for computer-based examinations within their county and advise the regional coordinator via email by October 31, 2018 of the county examination location and potential fees. A reasonable fee required by the examination location could be paid from each county's allocation. All examination location fees must be approved by the assigned region coordinator. The ideal examination location is a computer lab with 20 or more computers with

internet access. The examination location could be a local high school, private school, community college, etc. The Bureau of Fire Services will also provide a backup of using paper-based written examinations as we have in the past in the event the internet or computers are down.

### **Training Mannequins (Rescue Randy):**

The Michigan Fire Fighters Training Council passed a motion at the June 21, 2018 regular meeting recommending remaining unencumbered fireworks safety funds for FY18 be used by the Bureau of Fire Services to purchase training mannequins for each of the 83 Michigan counties. All 83 counties will receive a training mannequin.

There will be a course created in the SMOKE program to track the recipients in each stage of disbursement for delivery of your training mannequins. Each county training committee chairperson will be “registered” as a student in the course. The Fire Fighter Training Division is requiring notification by email to [LARA-BFS-SMOKE@michigan.gov](mailto:LARA-BFS-SMOKE@michigan.gov) when the county training committee chairperson has received their training mannequin. Once each county has received a training mannequin, the course will be finalized by Bureau of Fire Services staff.

Each county training committee chairperson will be responsible for reporting the use and condition of the training mannequin annually using a document supplied by the Bureau of Fire Services.

Attachment: FY19 Fireworks Safety Fund Allocations

Fiscal Year 2019 Fireworks Safety Fund Allocation

Land area in square miles, 2010 (30% of Formula)				Population, 2016 (70% of formula)				
County	Sq. Mileage Value	Share of Total State	30% of Appropriation Amount (\$600,000)	Population Value	Share of Total State	70% of Appropriation Amount (\$1,400,000)	First FY19 County Allocation Amount	FY19 Share of First Allocation Amount
Alcona	674.6	0.0119	\$ 7,158.86	10,352	0.0010	1,459.75	17,500.00	0.88%
Alger	915.1	0.0162	\$ 9,710.87	9,219	0.0009	1,299.98	17,500.00	0.88%
Allegan	825.2	0.0146	\$ 8,757.47	115,548	0.0116	16,293.54	22,092.51	1.10%
Alpena	571.9	0.0101	\$ 6,068.67	28,704	0.0029	4,047.58	17,500.00	0.88%
Antrim	475.7	0.0084	\$ 5,048.20	23,144	0.0023	3,263.56	17,500.00	0.88%
Arenac	363.2	0.0064	\$ 3,854.23	15,122	0.0015	2,132.37	17,500.00	0.88%
Baraga	898.3	0.0159	\$ 9,532.48	8,503	0.0009	1,199.02	17,500.00	0.88%
Barry	553.1	0.0098	\$ 5,869.48	59,702	0.0060	8,418.64	17,500.00	0.88%
Bay	442.3	0.0078	\$ 4,693.76	104,747	0.0106	14,770.48	18,694.65	0.93%
Benzie	319.7	0.0057	\$ 3,392.71	17,572	0.0018	2,477.85	17,500.00	0.88%
Berrien	567.8	0.0100	\$ 6,025.05	154,010	0.0155	21,717.11	23,729.26	1.19%
Branch	506.4	0.0090	\$ 5,373.68	43,427	0.0044	6,123.69	17,500.00	0.88%
Calhoun	706.2	0.0125	\$ 7,494.62	134,386	0.0135	18,949.91	22,940.05	1.15%
Cass	490.1	0.0087	\$ 5,200.59	51,599	0.0052	7,276.03	17,500.00	0.88%
Charlevoix	416.3	0.0074	\$ 4,418.27	26,174	0.0026	3,690.82	17,500.00	0.88%
Cheboygan	715.3	0.0127	\$ 7,590.45	25,401	0.0026	3,581.82	17,500.00	0.88%
Chippewa	1,558.4	0.0276	\$ 16,538.20	37,724	0.0038	5,319.50	20,150.35	1.01%
Clare	564.3	0.0100	\$ 5,988.65	30,358	0.0031	4,280.81	17,500.00	0.88%
Clinton	566.4	0.0100	\$ 6,010.83	77,888	0.0078	10,983.07	17,500.00	0.88%
Crawford	556.3	0.0098	\$ 5,903.33	13,744	0.0014	1,938.06	17,500.00	0.88%
Delta	1,171.1	0.0207	\$ 12,427.90	36,202	0.0036	5,104.88	17,519.94	0.88%
Dickinson	761.4	0.0135	\$ 8,080.10	25,535	0.0026	3,600.72	17,500.00	0.88%
Eaton	575.2	0.0102	\$ 6,103.90	109,160	0.0110	15,392.77	19,930.77	1.00%
Emmet	467.5	0.0083	\$ 4,961.08	33,182	0.0033	4,679.03	17,500.00	0.88%
Genesee	637.0	0.0113	\$ 6,759.73	408,615	0.0412	57,619.23	46,011.69	2.30%
Gladwin	501.8	0.0089	\$ 5,324.97	25,122	0.0025	3,542.48	17,500.00	0.88%
Gogebic	1,101.9	0.0195	\$ 11,693.01	15,243	0.0015	2,149.43	17,500.00	0.88%
Grand Traverse	464.3	0.0082	\$ 4,927.54	92,084	0.0093	12,984.86	17,750.82	0.89%
Gratiot	568.5	0.0101	\$ 6,032.59	41,202	0.0041	5,809.94	17,500.00	0.88%
Hillsdale	598.1	0.0106	\$ 6,347.45	45,774	0.0046	6,454.64	17,500.00	0.88%
Houghton	1,009.1	0.0178	\$ 10,708.73	36,555	0.0037	5,154.66	17,500.00	0.88%
Huron	835.7	0.0148	\$ 8,868.69	31,481	0.0032	4,439.17	17,500.00	0.88%
Ingham	556.1	0.0098	\$ 5,901.63	288,051	0.0290	40,618.37	35,149.91	1.76%
Ionia	571.3	0.0101	\$ 6,062.73	64,232	0.0065	9,057.42	17,500.00	0.88%
Iosco	549.1	0.0097	\$ 5,827.14	25,327	0.0026	3,571.39	17,500.00	0.88%
Iron	1,166.2	0.0206	\$ 12,375.37	11,195	0.0011	1,578.62	17,500.00	0.88%
Isabella	572.7	0.0101	\$ 6,077.37	71,282	0.0072	10,051.55	17,500.00	0.88%
Jackson	701.7	0.0124	\$ 7,446.23	158,460	0.0160	22,344.61	24,975.27	1.25%
Kalamazoo	561.7	0.0099	\$ 5,960.43	261,654	0.0264	36,896.11	32,921.79	1.65%
Kalkaska	559.9	0.0099	\$ 5,941.43	17,263	0.0017	2,434.27	17,500.00	0.88%

Fiscal Year 2019 Fireworks Safety Fund Allocation

Land area in square miles, 2010 (30% of Formula)				Population, 2016 (70% of formula)				
County	Sq. Mileage Value	Share of Total State	30% of Appropriation Amount (\$600,000)	Population Value	Share of Total State	70% of Appropriation Amount (\$1,400,000)	First FY19 County Allocation Amount	FY19 Share of First Allocation Amount
Kent	847.0	0.0150	\$ 8,987.97	642,173	0.0647	90,553.49	67,397.45	3.37%
Keweenaw	540.1	0.0096	\$ 5,731.73	2,199	0.0002	310.08	17,500.00	0.88%
Lake	567.4	0.0100	\$ 6,021.02	11,496	0.0012	1,621.06	17,500.00	0.88%
Lapeer	643.0	0.0114	\$ 6,823.72	88,340	0.0089	12,456.92	18,582.98	0.93%
Leelanau	347.2	0.0061	\$ 3,684.22	21,765	0.0022	3,069.11	17,500.00	0.88%
Lenawee	749.6	0.0133	\$ 7,954.45	98,504	0.0099	13,890.15	20,142.38	1.01%
Livingston	565.3	0.0100	\$ 5,998.52	188,624	0.0190	26,598.07	26,681.72	1.33%
Luce	899.1	0.0159	\$ 9,541.18	6,358	0.0006	896.55	17,500.00	0.88%
Mackinac	1,021.6	0.0181	\$ 10,841.06	10,820	0.0011	1,525.74	17,500.00	0.88%
Macomb	479.2	0.0085	\$ 5,085.56	867,730	0.0874	122,359.52	84,368.37	4.22%
Manistee	542.2	0.0096	\$ 5,753.38	24,373	0.0025	3,436.86	17,500.00	0.88%
Marquette	1,808.4	0.0320	\$ 19,191.03	66,435	0.0067	9,368.07	24,226.12	1.21%
Mason	495.1	0.0088	\$ 5,253.76	28,876	0.0029	4,071.84	17,500.00	0.88%
Mecosta	555.1	0.0098	\$ 5,890.49	43,221	0.0044	6,094.64	17,500.00	0.88%
Menominee	1,044.1	0.0185	\$ 11,079.94	23,281	0.0023	3,282.88	17,500.00	0.88%
Midland	516.3	0.0091	\$ 5,478.53	83,462	0.0084	11,769.06	17,500.00	0.88%
Missaukee	564.7	0.0100	\$ 5,993.00	15,102	0.0015	2,129.55	17,500.00	0.88%
Monroe	549.4	0.0097	\$ 5,830.21	149,208	0.0150	21,039.98	23,198.93	1.16%
Montcalm	705.4	0.0125	\$ 7,485.82	62,974	0.0063	8,880.03	17,500.00	0.88%
Montmorency	546.7	0.0097	\$ 5,801.24	9,173	0.0009	1,293.49	17,500.00	0.88%
Muskegon	499.3	0.0088	\$ 5,298.12	173,408	0.0175	24,452.44	24,950.77	1.25%
Newaygo	813.2	0.0144	\$ 8,629.81	47,938	0.0048	6,759.79	17,500.00	0.88%
Oakland	867.7	0.0153	\$ 9,207.75	1,243,970	0.1253	175,413.51	119,142.81	5.96%
Oceana	512.1	0.0091	\$ 5,434.17	26,027	0.0026	3,670.09	17,500.00	0.88%
Ogemaw	563.5	0.0100	\$ 5,979.85	20,904	0.0021	2,947.69	17,500.00	0.88%
Ontonagon	1,311.2	0.0232	\$ 13,914.98	5,911	0.0006	833.52	17,500.00	0.88%
Osceola	566.4	0.0100	\$ 6,010.62	23,110	0.0023	3,258.77	17,500.00	0.88%
Oscoda	565.7	0.0100	\$ 6,003.62	8,264	0.0008	1,165.32	17,500.00	0.88%
Otsego	515.0	0.0091	\$ 5,464.94	24,470	0.0025	3,450.54	17,500.00	0.88%
Ottawa	563.5	0.0100	\$ 5,979.63	282,250	0.0284	39,800.37	34,699.84	1.73%
Presque Isle	658.7	0.0117	\$ 6,990.44	12,762	0.0013	1,799.58	17,500.00	0.88%
Roscommon	519.6	0.0092	\$ 5,514.50	23,700	0.0024	3,341.96	17,500.00	0.88%
Saginaw	800.1	0.0142	\$ 8,490.89	192,326	0.0194	27,120.09	28,515.06	1.43%
St. Clair	721.2	0.0128	\$ 7,653.17	159,587	0.0161	22,503.53	25,197.78	1.26%
St. Joseph	500.6	0.0089	\$ 5,312.34	60,853	0.0061	8,580.95	17,500.00	0.88%
Sanilac	962.6	0.0170	\$ 10,214.95	41,409	0.0042	5,839.13	17,500.00	0.88%
Schoolcraft	1,171.4	0.0207	\$ 12,430.66	8,001	0.0008	1,128.23	17,500.00	0.88%

Fiscal Year 2019 Fireworks Safety Fund Allocation

Land area in square miles, 2010 (30% of Formula)				Population, 2016 (70% of formula)				
County	Sq. Mileage Value	Share of Total State	30% of Appropriation Amount (\$600,000)	Population Value	Share of Total State	70% of Appropriation Amount (\$1,400,000)	First FY19 County Allocation Amount	FY19 Share of First Allocation Amount
Shiawassee	530.7	0.0094	\$ 5,631.55	68,554	0.0069	9,666.87	17,500.00	0.88%
Tuscola	803.1	0.0142	\$ 8,522.94	53,338	0.0054	7,521.25	17,500.00	0.88%
Van Buren	607.5	0.0107	\$ 6,446.57	75,223	0.0076	10,607.27	17,500.00	0.88%
Washtenaw	706.0	0.0125	\$ 7,491.87	364,709	0.0367	51,428.00	42,691.48	2.13%
Wayne	612.1	0.0108	\$ 6,495.49	1,749,366	0.1762	246,679.94	160,837.31	8.04%
Wexford	565.0	0.0100	\$ 5,995.87	33,163	0.0033	4,676.35	17,500.00	0.88%
<b>TOTAL</b>	<b>56,538.9</b>	<b>1</b>	<b>\$ 600,000</b>	<b>9,928,300</b>	<b>1</b>	<b>\$ 1,400,000</b>	<b>\$ 2,000,000</b>	<b>100%</b>

**Value for Michigan (Square Miles):** 56,538.90

600,000 9,883,360 1,400,000