



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

October 23, 2017

Dear Training Coordinators:

Now that I have met with each of the training coordinators (TC) who expressed an interest in continuing to be TCs, and along with Deputy Director Ann Searles, conducted interviews for TC vacancies it is time to share some information with you. Before jumping into the future, I would like to acknowledge Roger Caris, Pete Zamora and Jim Lippert who have decided to retire. I sincerely appreciate the effort that they put forth to make sure the firefighters in our state were trained to meet the needs of their community and I wish them a long and happy retirement.

Moving forward, I'd like to share the direction that the Bureau of Fire Services (BFS) is headed for Fiscal Year 2018 (FY18). During the TC meetings/interviews, many of you shared ideas and explained past, current and future concerns about the best approach to maintain the integrity of training and testing processes. I have taken your concerns and suggestions into consideration while developing the TC training you will receive in the near future. There will be three (3) training sessions to accommodate geographic challenges as well as work and personal schedules of each TC. Please note: The TC training is mandatory and you must attend one (1) session to be part of our team. The training sessions are scheduled from 9:00 am to 5:00 pm and will occur:

- Sunday, November 5, 2017 - Saginaw Chippewa Fire Department, Mt. Pleasant
- Saturday, November 11, 2017 – Bureau of Fire Services, Lansing
- Saturday, December 9, 2017 – 305 Ludington Street (use rear entrance), Escanaba

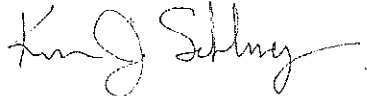
Attached is a map with the counties you will be assigned. The BFS understands that there are current training academies and classes that have already begun and that these assignments will cause some hand offs of testing dates between TCs. We ask that the incumbent TCs work to coach and mentor the new TCs that are joining the BFS team.

I also want to share that part of the training you will receive will include the process of student evaluations during the practical portion of Fire Instructor I and Fire Instructor II classes. The BFS training staff has updated the BFS practical evaluation form. We will spend time to assure every that TC understands the practical evaluation scoring process. Training will also be provided to stress the importance to document the evaluation process.

NOTE: Due to the change in the BFS evaluation form and the need to train our training coordinators, the BFS will not approve any Instructor I and II classes until after December 11, 2017.

I look forward to providing the training to each TC when you attend one (1) of the three (3) training sessions in the next three (3) to seven (7) weeks. If you have any questions, please give me a call at 517-388-1761. I look forward to you being part of the BFS training coordinator team.

Sincerely,



Kevin J. Sehmeyer
State Fire Marshal/Director
Bureau of Fire Services

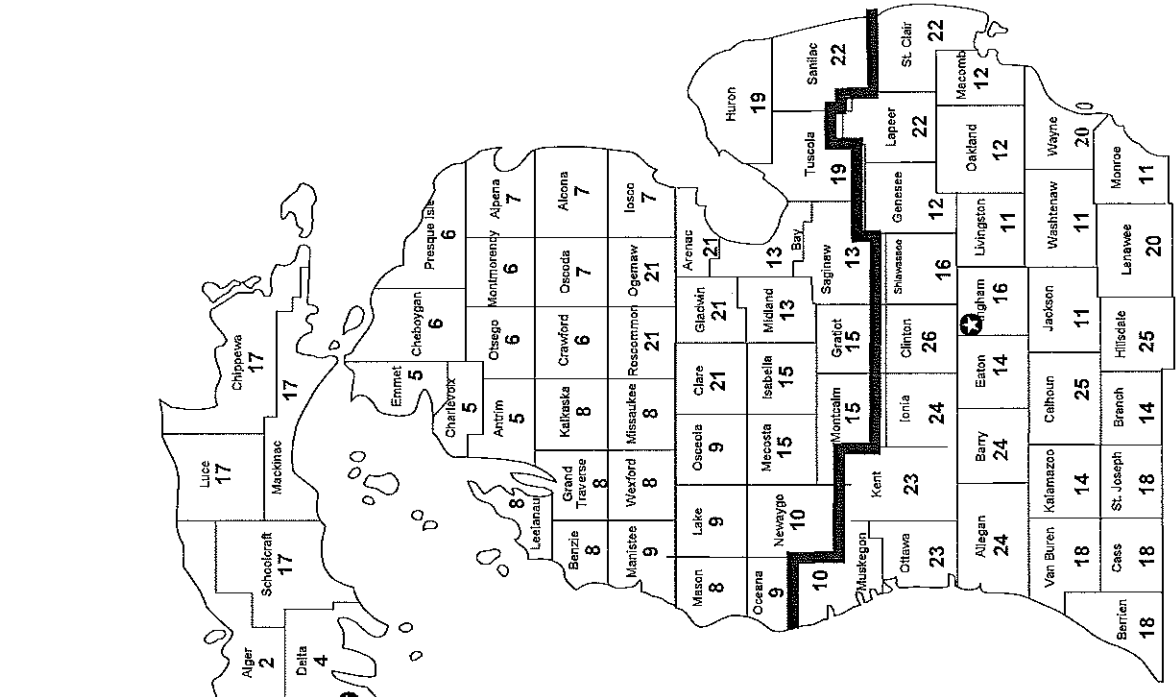
Enc: Training Coordinator Map

cc: Dan Hammerberg, Region I Coordinator
TJ Richardson, Region II Coordinator

FIRE FIGHTER TRAINING DIVISION

Training Coordinators

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