



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

## **MINUTES**

### **MICHIGAN FIRE FIGHTERS TRAINING COUNCIL REGULAR MEETING**

Wayne County Community College Downtown Campus District  
Room 236 - "Frank Hayden Community Room"  
1001 West Fort St. Detroit, Michigan 48226  
Tuesday, August 8, 2023  
1:30 pm

#### **MEMBERS PRESENT:**

Kevin Beeson, Michigan Townships Association  
Kurt Corradi, Michigan Association of Fire Chiefs  
David Feichtner, Michigan Association of Fire Chiefs  
Kevin Sehlmeyer, State Fire Marshal, Ex-officio Member  
Joseph Schehr, Michigan Professional Firefighters Union  
Robert Stokes, Chairperson, Nominee of the State Fire Marshal  
Steve Richardson, Michigan State Firemen's Association  
Kyle Svoboda, Vice Chairperson, Michigan Fire Inspectors Society

#### **MEMBERS ABSENT:**

Brian Blomstrom, Michigan Fire Service Instructors Association

#### **BUREAU OF FIRE SERVICES STAFF PRESENT:**

Macie Smith, Department Technician, Fire Fighter Training Division, Recording Secretary  
Aileen Pettinger, Region 2 Training Chief, Fire Fighter Training Division

#### **OTHERS IN ATTENDANCE:**

Eric J. Thomas, Detroit Metro/Willow Run Fire Department  
Mike Brandt, Wayne County Community College District  
Jeffrey P. Moore, Wayne County Community College District Michigan Institute for Public Safety Education  
Joshua Fouchia, Shelby Township Fire Department / Macomb City County Training Committee  
John Cieslik, Rochester Fire Department  
Warren Happell, Shelby Township Fire Department  
Bill Race, Grand Rapids Fire Department  
Larry Gambotto, Rochester Hills Fire Department  
Greg Mowbray, Brighton Fire Authority  
Rodney Brown, Bureau of Fire Services Training Coordinator  
John McKee, Livonia Fire and Rescue  
Glen Goodson, Detroit Fire Department  
Teresa Robinson, Ferndale Fire Department  
Don Bigger, Michigan Fire Service Instructors Association

BUREAU OF FIRE SERVICES  
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Percy Allen, Detroit Fire Department  
William Caruso, Northville Township Fire Department  
Nashanique Webster, Detroit Fire Department  
Cameron Pichan, Detroit Fire Department  
Kyla Wyatt, Detroit Fire Department  
Alfie Green, Detroit Fire Department  
Robert Ginther, Beverly Hills Department of Public Safety

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

Chairperson Stokes called the regular meeting to order at 1:30 pm. A moment of silence was observed for our fallen firefighters. Roll call was taken by recording secretary, Macie Smith. A quorum was present.

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

**23-08-01**

A **MOTION** was made by **Councilperson Feichtner** and seconded by **Councilperson Schehr** to approve the August 8, 2023 regular meeting agenda as presented. **MOTION CARRIED.**

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

**23-08-02**

A **MOTION** was made by **Councilperson Beeson** and seconded by **Councilperson Svoboda** to approve the June 13, 2023 regular meeting minutes as presented. **MOTION CARRIED.**

#### **IV. COMMUNICATIONS:**

**Fire Marshal Sehmeyer and Chairperson Stokes** received a notice from Brian Blomstrom that he was unable to attend the August 8<sup>th</sup> meeting due to work conflicts. He passed along information to he would like to have shared with council under Old Business.

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

- a) **October 17, 2023 Meeting Location:** Delta Township Fire Department reached out this morning August 8<sup>th</sup>, sharing that the training room is no longer available for the MFFTC Meeting on October 17<sup>th</sup>.
- b) **FY23 Course Summary:** Council was provided with an updated course summary in their meeting packet. Fire Marshal Sehmeyer gave an overview of the course summary. Bureau of Fire Services was able to locate why SMOKE is generating incorrect information for the Average Score column. At this time, the bureau is unable to resolve the report issue within SMOKE with DTMB.
- c) **FY23 Exam Totals:** Council was provided graphs in their meeting packet. Fire Marshal Sehmeyer informed council that for FY23 the FFFD has graded a total of 621 exams and sent out a total of 392 exam packets. All exams were graded on average within 1 day of receiving the exam packet in the bureau office. Fire Marshal Sehmeyer would like to thank all Training Coordinators for their hard work administering exams. He

would also like to thank Dan Hammerberg and Aileen Pettinger for all their hard work directing the training coordinators during this busy time. Councilperson Feichtner would also like to thank Aileen Pettinger for all her hard work organizing training coordinators for the exams for his recruit class.

- d) **MILogin:** Fire Marshal Sehlmeier informed everyone to go to the Bureau of Fire Service SMOKE website, locate the “MILogin Instructions for SMOKE USERS”, and follow those exact instructions to set up an account. If an individual does not know their email address or does not have an email address on their SMOKE account, please reach out to Dan Hammerberg or Aileen Pettinger for assistance.
- e) **Fire Instructor III:** Fire Marshal Sehlmeier reported the FFTD continues to develop the Fire Instructor III curriculum with an anticipated launch date of October 1, 2023.
- f) **FY23 Courses Funded with Returned Fireworks Funds:** A breakdown of the FY23 courses funded with returned fireworks funds was provided to council in their meeting packet. Fire Marshal Sehlmeier advised that on January 1, 2023, all unencumbered fireworks safety funds were transferred back to the MFFTC account. To date, the bureau has used the returned unencumbered funding (\$130,949.93) to fund a total of 39 courses (25 certification for \$101,299.93 and 14 mental health courses for \$29,650.00) as directed by council (Motion #22-12-05). Fire Marshal Sehlmeier would like to thank Dan Hammerberg, Aileen Pettinger, and Hollie Metts for working to fund courses.
- g) **NFIRS Non-Reporting Departments:** Council was provided with an updated list of non-reporting departments in their meeting packet. Fire Marshal Sehlmeier advised there are 106 departments that have not submitted any fire reports so far during the 2023 calendar year. These non-reporting departments are not eligible to use Fireworks Safety Fees for training until they become compliant. Fire Marshal Sehlmeier would like to thank Jordyn Hanses for her hard work tracking this information weekly.
- h) **Fatal Fire Update:** As of August 7, 2023, there were 71 fire deaths in 66 fires. This is a 5% decrease in deaths and a 5% increase in fires based on the 2017-2022 average. Fire Marshal Sehlmeier shared with the budget that was recently signed, it gave Bureau of Fire Services \$1 (one) million dollars for Smoke Alarms again in FY24. Also, about 60 days ago the State of Michigan bought a contract to use a new system call *esri* that will track fatal fire data and more.
- i) **FY23 Year End Reminders:**
  - i. Fire Marshal Sehlmeier share there are still 25 Annual County Training Needs Surveys that need to be submitted by the Country Training Chairperson. Every county must submit the Training Needs Survey to receive FY24 funding.
  - ii. The FY 23 fiscal year ends on 09/30/2023, so all funded courses must be closed by that date to receive payment to the instructors.
- j) **Upcoming Events:**
  - i. The next Wednesday Wrap Up is August 16<sup>th</sup> at 4:00pm. Please note Wednesday Wrap Ups are now occurring monthly instead of every two weeks.

- ii. Michaela Campbell of the Congressional Fire Service Institute (CFSI) will be in West Michigan on September 13<sup>th</sup> in Wyoming and will be at Eastern Michigan University on September 14<sup>th</sup>. Each event will be a day long seminar, which will discuss how to build relationships at the Federal, State and Local levels.
- iii. Fire Investigation Summit is being held in Roscommon, MI on Thursday August 10, 2023.

## **VI. CURRICULUM COMMITTEE UPDATE:**

**Chairperson Stokes** reported on behalf of Councilperson Blomstrom that a doodle pool has been established to determine a meeting date for the end of August. During this meeting the curriculum committee will validate the 50-question Instructor III exam.

## **VII. OLD BUSINESS:**

- a. **Q Course Catalog Discussion:** After further discussion, council determined the best option moving forward is to review the Q Courses on an annual basis at the June Meeting.

**23-08-03**

A **MOTION** was made by **Councilperson Feichtner** and seconded by **Councilperson Richardson** to review and eliminate, every June, the Q Courses that have not been conducted in five years. **MOTION CARRIED.**

- b. **Follow-up from Fire Groups Hosting a MFFTC Meeting:** After further discussion, council decided that if a fire group wants to host a MFFTC meeting, the meeting must be made priority during their event. If a fire group is interested in hosting a MFFTC meeting in the future, their event should align in a month that a MFFTC is scheduled to meet. The cadence of MFFTC meetings is February, April, June, August, October, and December.

**23-08-04**

A **MOTION** was made by **Councilperson Svoboda** and seconded by **Councilperson Schehr** that the October 17, 2023 MFFTC Meeting will be held in the Ottawa Building in Downtown Lansing, MI. **MOTION CARRIED.**

- c. **ICS 300 & 400:** Fire Marshal Sehlmeier shared he was able to meet with a member of the National Fire Academy staff on July 6, 2023. Also, yesterday, August 7<sup>th</sup>, Fire Marshal Sehlmeier met with an MSP Emergency Management staff member. Fire Marshal Sehlmeier shared that he believes we can host a Train-the-Trainer for ICS 300 & 400 in the future. He is confident that we could get up to 30 people trained.

## **VIII. NEW BUSINESS:**

- a. **Closing Out FY23 Fireworks Safety Fee Funding:** Fire Marshal Sehlmeier shared that we are roughly six weeks away from the end of Fiscal Year 23, which means all money allocated must be spent in the next six weeks and closed out. Since almost all certification courses take over six weeks to set up and run, there is not time to fund any additional certification courses per the December 2022 Motion. Fire Marshal Sehlmeier asked council for the ability to use the remaining returned

Fireworks Safety Fees to fund training equipment such as rescue mannequins that were funded in FY19.

**23-08-05**

A **MOTION** was made by **Councilperson Svoboda** and seconded by **Councilperson Corradi** to allow the State Fire Marshals office to spend the money unencumbered by September 30, 2023 at their discretion. **Abstention: Fire Marshal Sehmeyer.**  
**MOTION CARRIED.**

**b. Q Course Applications:**

Emergencies with Electric Vehicles (**FMQ23-028**)

Instructors: Lance Forrest

Phone: 810-614-6562

40-Hour Basic Aircraft Rescue Firefighting Course (**FMQ23-029**)

Instructor: Eric J. Thomas

Phone: 734-716-4646

**23-08-06**

A **MOTION** was made by **Councilperson Corradi** and seconded by **Councilperson Svoboda** to approve Q Course application **FMQ23-028**. **MOTION CARRIED.**

**Councilperson Feichtner** addressed the Q Course applicant of FMQ23-029, asking Eric Thomas if he is aware of any Q Courses currently on the catalog that may be like this course. The applicant clarified he could not find any courses exactly like this one.

**23-08-07**

A **MOTION** was made by **Councilperson Feichtner** and seconded by **Councilperson Richardson** to approve Q Course application **FMQ23-029**.  
**MOTION CARRIED.**

**IX. PUBLIC COMMENT:**

**William Caruso, Northville Township Fire Department** shared that Northville Township Fire Department and Livonia Fire Department are hosting a ISFSI NFPA 1700 Instructor Train the Trainer Course on August 23-24, 2023. This course is completely free and there are still openings for people to register. It is a pilot program, so there will be camera crews in attendance with this course.

**Don Bigger, Michigan Fire Service Instructors Association** wanted to thank council for still coming up to the Instructor Conference in December. He would be happy to provide any information about the conference to council, should they have any questions.

**Greg Mowbray, Brighton Fire Authority** asked for clarification on Rule 29.405C Classification for a Fire Instructor. Current Rules read that there are two timelines associated with an instructor to become certified, 60 month and 24 months. Looking for clarification on a pathway for an individual that does not meet those timelines or exceeds

those timelines.

**Eric J. Thomas, Detroit Metro/Willow Run Fire Department** asked for clarification if there will be training provided for fire fighters for the new door locking devices being used for school lockdowns. Asking for another clarification on the ICS 300 & 400 Train-the-Trainer prerequisites. Also stated he attended the Lansing ISFSI NFPA 1700 course last spring and highly recommends all to attend this course.

**Rodney Brown, Bureau of Fire Services Training Coordinator** shared he is receiving many requests for readers for those taking exams. Asking for clarification on the qualifications for the readers chosen by these students.

**Fire Chief Percy Allen**, of the Detroit Fire Department thanked council for bringing the council meeting to Detroit.

#### **X. COUNCIL COMMENT:**

**Fire Marshal Sehlmeier** addressed some public comment questions. Anyone is entitled to a reader should they submit the proper application and documentation for approval to BFS. A reader can now be used for any MFFTC certification exam. A reader should not be a family member or someone from the student's fire department. Fire Marshal Sehlmeier suggests switching readers to avoid any personal connection between the student and the reader.

School lockdown systems are approved through the Bureau of Construction Codes. School districts are required to train their school staff, law enforcement, firefighters, and other first responders if they are using a lockdown system.

Fire Marshal Sehlmeier clarified that he needs to hear from FEMA and NFA about the requirements for ICS 300 & 400 instructors. He did share that at a minimum, an instructor will have to be a Fire Instructor I and attend a Train the Trainer per the training rules.

For a probationary instructor I, they have 24 months to complete the mentoring process to become a certified instructor I. If one misses that 24 month mentoring timeframes, then they must start the probationary instructor I process over. The 60 months process applies to a person who took and passed the H07 Instructor I course but did not become a certified probationary instructor 1 prior to the 60 months ending from passing the H07 course.

Fire Marshal Sehlmeier highly recommends every instructor take the ISFSI NFPA1700 Train the Trainer course later in August. This is a course on fire ground operations mostly focused on fire attack and is completely free. This ISFSI NFPA 1700 course title is misleading on the course content. This course is centered on fire attack skills. The content in both the classroom and hands-on are cutting edge and based on UL research and science.

**Chairperson Stokes** stated that student requesting accommodations has increased not only in Michigan but across the country. Please be mindful of what is happening in the public education system and in the schools around your community as these are becoming

the filtering lanes for the new fire service as well as recruiting our new work force. The change in the workforce, may just mean having to do a little more with the folks coming into the fire services, as opposed to when you all joined the fire service.

**ADJOURNMENT:**

**23-08-08**

A **MOTION** was made by **Councilperson Svoboda** and seconded by **Councilperson Richardson** to **adjourn** the meeting. **MOTION CARRIED**. The meeting adjourned at 3:04 pm.

**APPROVED:** MFFTC Regular Meeting 10/17/23 (Motion 23-10-02)