

2014 ANNUAL REPORT



**MINNESOTA  
STATE FIRE MARSHAL**

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# STATE FIRE MARSHAL BRUCE WEST



Welcome to the *State Fire Marshal Division 2014 Annual Report*.

This report was for many years included as a portion of the State Fire Marshal Division's *Fire in Minnesota* publication, which consisted mainly of statistics. This new, independent report details the diverse accomplishments of the State Fire Marshal Division (SFMD) staff in 2014 and provides a narrative description of SFMD team activities.

Statistics contained here compare the results of this year's efforts with those from previous years. You will also find information on the division's history, along with a staff list and contact information. We hope you will use this report as a resource throughout the year.

As our division approaches 110 years of service to Minnesota and partnership with the fire service, we rededicate ourselves to fire safety and outstanding customer service. Our division has adopted the theme, "Enhancing the Future of Public Safety in Minnesota through Exceptional Customer Service Today," and staff members strive every day to live up to that goal.

In 2014, 99 percent of Minnesota fire departments entered incident data into the Minnesota Fire Incident Reporting System (MFIRS). This is the highest percentage in our reporting history, and our state leads the nation in MFIRS reporting. Fire service data is critical in our efforts to identify fire causes and determine the most effective content for fire-and-life safety education programs and Minnesota fire code.

Over the long term, fire-death numbers are going down in Minnesota and nationally. We must remain committed to fire-and life-safety education to continue that trend.

As your State Fire Marshal, I'm proud to provide you with the *State Fire Marshal Division 2014 Annual Report*, and we thank you for your continued support.

A handwritten signature in black ink that reads "Bruce West". The signature is written in a cursive, flowing style with a long horizontal line extending to the right.

Bruce West  
State Fire Marshal

# MINNESOTA STATE FIRE MARSHAL HISTORICAL TIMELINE

**1905**

Legislation authorizing governor to appoint state fire marshal for two-year term. Funding through tax levy on insurance companies.

**1907**

Amendment authorizing two deputy state fire marshals. Authorization to pay fire departments \$1 for reports submitted to the state fire marshal.

**1913**

All former acts repealed and new State Fire Marshal Department was created. Governor appointed fire marshal and two deputies.

**1919**

The appointing authority was given to the Commissioner of Insurance.

**1970**

The State Fire Marshal Department moved into the Department of Public Safety to be known as the State Fire Marshal Division (SFMD). Gene Weber transfers from the Insurance Commission to DPS to be the state fire marshal.

**1972**

Health care inspection program begins through a contract with the state health department. Wes Werner is appointed state fire marshal.

**1975**

Legislature adopted Minnesota's first fire code. (October) — Minnesota Uniform Fire Code (MUFC) adopted the 1973 edition of the Uniform Fire Code (UFC).

**1977 (January 28)**

17 people killed in a fire at Stratford Hotel in Breckenridge, Minn.

**1977**

State Fire Marshal Division receives a \$20,000 grant from the National Fire Prevention and Control Administration (now the U.S. Fire Administration) to implement the National Fire Incident Reporting System (NFIRS). Minnesota becomes one of the first states to participate.

**1925**

Legislative action made the Commissioner of Insurance the Ex-Officio State Fire Marshal.

**1937**

Tax levy to fund the State Fire Marshal Department was raised to 1/2 percent of all insurance premiums to include Town Fire Insurance Company and Farmers Mutual.

**1941**

Legislature directed all monies collected by the State Fire Marshal for tax and license fees, etc., to be turned over to the General Fund. Fire Marshal Department to be operated under an appropriation by legislative action.

**1969**

Legislative action created a Department of Public Safety.

**1978-79**

Legislative action enabled local fire departments to enforce the MUFC without local adoption.

**1978**

Ten positions added to implement hotel/ motel/resort inspection program as a result of the Stratford Hotel fire and others.

**1979 (May)**

First national fire incident reporting system conference is held in Minnesota.

**1980**

Minnesota is the first state in the nation to require smoke alarms in new and rental residential properties. Three fire code specialists were added.

**1983 (April)**

MUFC updated to 1982 edition of the UFC.

**1987 (March)**

Thomas Brace appointed state fire marshal.

**1989**

Three more positions were added to the SFMD: Two day care inspectors and one fire safety educator. The first edition of the Fire in Minnesota annual report is released. (October) – MUFC updated to 1988 edition of the UFC

**1990**

Legislation added five new positions to the SFMD to conduct school inspections in Minnesota.

**1992**

New program added to license fire sprinkler contractors, designers, and fitters. New program to develop operation of Hazardous Material Response Teams.

**1998**

As a result of the Arson Task Force, two new positions were added to the SFMD: One arson investigation trainer and one juvenile firesetter interventionist. (June) – MUFC updated to 1997 edition of UFC. One inspector for the Fire Protection Team was added.

**1993**

Legislative action updated arson statutes. Legislation requires a smoke alarm in every dwelling (new and existing). (August) MUFC updated to 1991 edition of the UFC.

**1995**

Licensing of operators of public fireworks displays. One fire investigator position added.

**1996**

The Attorney General formed a task force to study the crime of arson in Minnesota. The division received a federal grant of \$400,000 to study arson as it relates to the criminal or abusive use of alcohol and/or drugs.

**1999**

The arson data specialist position was filled. Legislation added funding for a part-time code specialist position, to be hired in FY 01.

**2000**

National Fire Incident Reporting System (NFIRS) – Version 5 introduced and implementation begun

**2003 (March)**

Fire code changed to adopt the 2000 edition of the International Fire Code (IFC); became known as the Minnesota State Fire Code (MSFC). (June) – Jerry Rosendahl appointed state fire marshal.

**2005 (April)**

100th anniversary of the State Fire Marshal Division.

**2007 (July)**

MSFC updated to 2006 edition of the IFC.

**2008**

Online fire reporting software system purchased for fire departments to use. Minnesota is the first state fire marshal to have such a system.

**2009 (January 1)**

All fire reporting to meet NFIRS Version 5 (electronic reporting).

**2012 (August 1)**

Fire protection system demonstration Trailer placed into service

**2013 (December)**

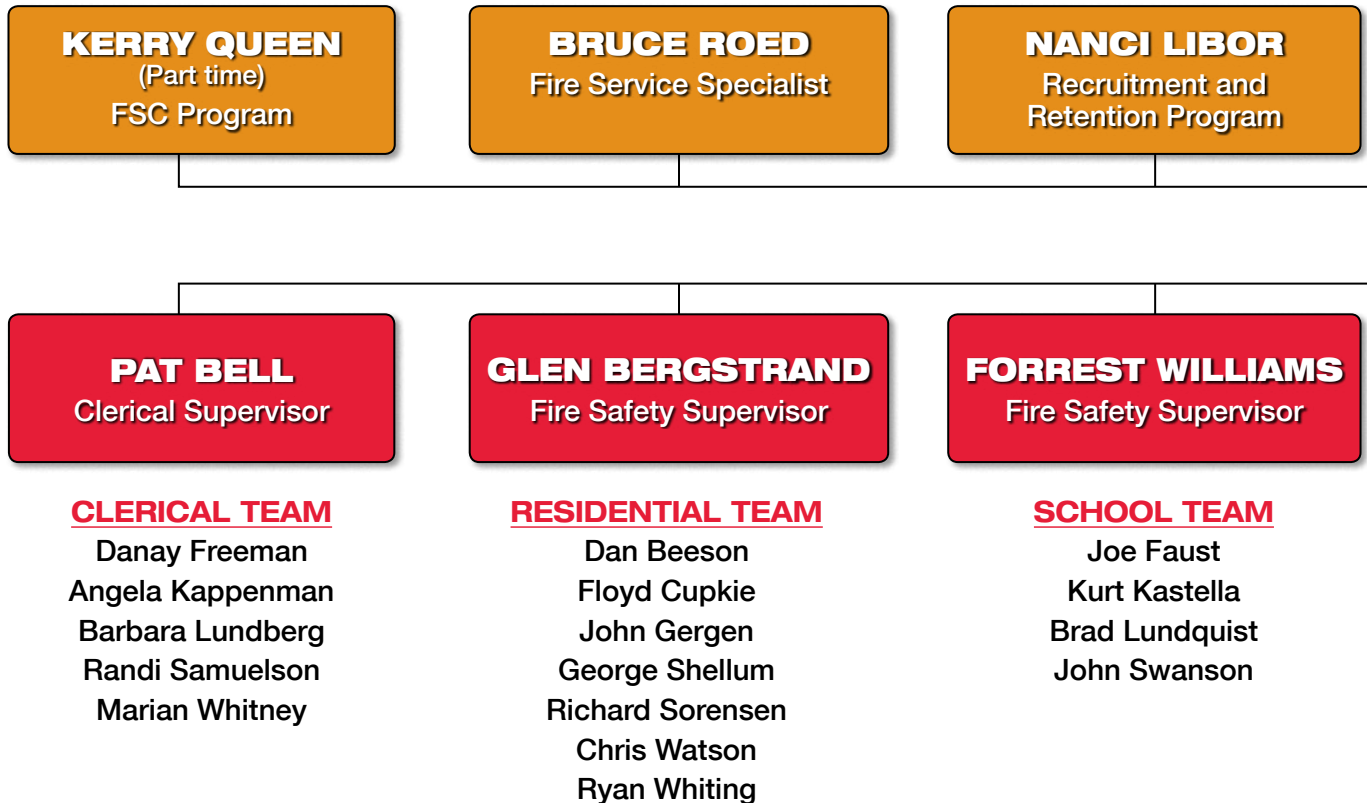
Bruce West appointed state fire marshal.

**2014 (September)**

25th anniversary of *Fire in Minnesota* is published using an updated format.

# MINNESOTA STATE FIRE MARSHAL ORGANIZATIONAL CHART – STAFFING

## Special Services and Projects





## CONTACT INFORMATION

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Healthcare Inspector | Little Falls  
(H/O) 320-616-2463 | Radio ID 871

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Residential Inspector | Brainerd  
(C) 612-270-9402 | Radio ID 827

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Residential Supervisor | Duluth  
(H/O) 218-721-4447 | Radio ID 804

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Residential Inspector | Medford  
(H/O) 507-444-2426 | Radio ID 821

**FAUST, Joe**

School Inspector | Lonsdale  
(C) 507-602-0651 | Radio ID 841

**FLAHERTY, Steve**

MBFTE Director | St. Paul  
(O) 651-201-7258 (C) 651-248-8726  
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**GANNON, Larry**

Healthcare Inspector | Janesville  
(C) 651-769-7779 | Radio ID 078

**GERGEN, John W.**

Residential Inspector | St. Cloud  
(H/O) 320-654-0517 | Radio ID 822

**GERMAIN, Mark**

Investigator | Merrifield  
(H/O) 218-765-4259 | Radio ID 815

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Chief Investigator | Keewatin  
(H/O) 218-778-0016 | Radio ID 812

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Code Specialist | St. Paul  
(O) 651-201-7221

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Healthcare Inspector | Esko  
(H/O) 218 879 8931 | Radio ID 872

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(H/O) 651-430-3012 | Radio ID 874

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Investigator | Bemidji  
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Code Training | St. Paul  
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**McLAIN, Toby**

Investigator | Laporte  
(C) 612-270-6146 | Radio ID 817

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Investigator | Inver Grove Heights  
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**NISJA, Jon**

Sprinkler and Training Supervisor | St. Paul  
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Sprinkler Inspector | St. Paul  
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Data Administrator | St. Paul  
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**REXEISEN, Bob**

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(C) 612-386-4657 | Radio ID 876



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Fire Service Specialist | St. Paul  
(O) 651-201-7218 (C) 320-333-2817  
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MBFTE Fire Service Training | St. Paul  
(651) 201-7218 (C) 651-295-1639  
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**SELLMAN, Richard**

Investigator | Chisholm  
(C) 218-966-4436 | Radio ID 813

**SHEEHAN, Patrick**

Healthcare Supervisor | St. Paul  
(O) 651-201-7205 (C) 651-470-4416  
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**SHELLUM, George**

Residential Inspector | Silver Lake  
(H/O) 320-327-8465 | Radio ID 823

**SMITH, James**

Chief Deputy | St. Paul  
(O) 651-201-7202 (C) 612-240-9170  
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**SORENSEN, Richard**

Residential Inspector | Fergus Falls  
(H/O) 218-998-4371 | Radio ID 828

**STEINBACH, John**

Investigator | New London  
(H/O) 320-354-5137 | Radio ID 832

**STOTTS, Casey**

Investigator/Training | Hutchinson  
(H/O) 320-234-0377 | Radio ID 851

**SWANSON, John**

School Inspections/Plan Reviewer | Lakeville  
(H/O) 651-334-3217 | Radio ID 844

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Life and Fire Safety Educator | St. Paul  
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State Fire Marshal | St. Paul  
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**ADMINISTRATIVE STAFF****BELL, Patricia L.**

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(O) 651 201-7203

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## FIRE CODE TEAM

### About

The Fire Code Team provides fire code information, and helps guide the development of state fire code and code training. The team is staffed by two full-time employees and a part-time supervisor.

### Meet the Team

#### Jon Nisja | Supervisor

Location: St. Paul  
 Contact: 651-201-7204  
 or [jon.nisja@state.mn.us](mailto:jon.nisja@state.mn.us)

#### Tom Jenson | Fire Code Specialist

Location: St. Paul  
 Duties: Responds to State Fire Code and other code questions  
 Contact: 651-201-7221  
 or [thomas.jenson@state.mn.us](mailto:thomas.jenson@state.mn.us)

#### Kevin McGinty | Code Training and Development Specialist

Location: St. Paul  
 Duties: Oversees fire code development and fire prevention-related training for the SFMD  
 Contact: 651-201-7219  
 or [kevin.mcginty@state.mn.us](mailto:kevin.mcginty@state.mn.us)

### What We Do

The team's mission is to save life and property, reduce business interruption and minimize the environmental impact from fire and hazardous materials. The Fire Code Team provides fire safety regulations that can be used throughout Minnesota to help reduce the number and severity of fires.

Since the 1975 adoption of a fire code in Minnesota, fire deaths have dropped dramatically. The fire code is a tool for state and local fire officials to improve fire-and-life safety in buildings and facilities. We hope to continue reducing fire deaths in Minnesota through refinement and enforcement of the fire code.

## Best of 2014

### State Fire Code Adoption

The State Fire Marshal Division is responsible for developing the technical requirements of the Minnesota State Fire Code. The formal, legal adoption is accomplished in cooperation with the Department of Labor and Industry (the agency responsible for adopting the state building code). Last year was a busy one as the division was working on the adoption of the 2015 Minnesota State Fire Code.

## 2014 By the Numbers

### Code Questions

The team prides itself on same-day responses for code questions or at least answering questions within 24 hours.

- Code questions answered in 2014: 1,900
- Most common methods for questions: Telephone (40 percent) or email (60 percent)

The team anticipates more questions this year, after the 2015 State Fire Code is adopted. In addition to the two full-time staff and part-time supervisor, five other members of the division monitor and respond to fire code e-mails.

### Fire Code and Fire Protection Training

State fire code staff worked with the fire protection staff to provide training opportunities to fire departments, fire protection contractors, fire and building code officials and architects.

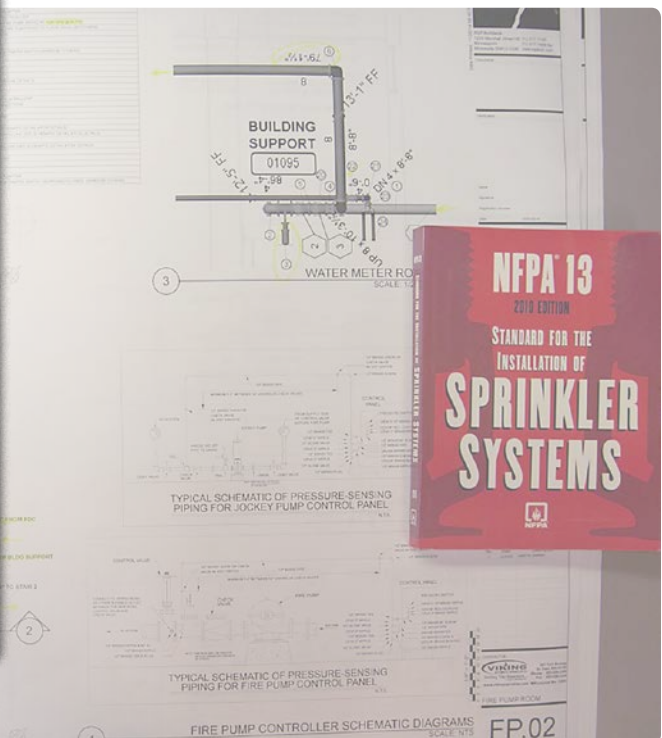
SFMD staff conducted six classes on fire alarm and sprinkler systems in 2014 at locations across the state and at fire inspection conferences, including the annual State Fire Marshal Conference.

### Did You Know?

Minnesota has had a statewide fire code since 1975.

### FIRE CODE QUESTIONS 2014

Month	Method Received		Total
	Phone	E-mail	
January	45	80	125
February	45	88	133
March	49	90	139
April	51	128	179
May	65	96	161
June	73	98	171
July	72	108	180
August	43	90	133
September	75	94	169
October	66	93	159
November	61	85	146
December	72	99	171
<b>Year Totals</b>	<b>717</b>	<b>1,149</b>	<b>1,866</b>





## FIRE INVESTIGATION TEAM

### About

The history of fire investigations in Minnesota goes back to the earliest days of the State Fire Marshal Division. When the office of the State Fire Marshal was established in 1905, one of its primary functions was investigating fire origins and causes. Although state statute assigns responsibility for determining origin and cause of fires to the local fire chief, that function remains a high priority for the SFMD to this day, and staff continues to provide investigative services whenever asked by a local FD.

The Fire Investigation Team consists of 11 investigators and one chief investigator. Each investigator works from a home office located within an assigned regional service area. This territory is reviewed regularly to see if changes need to be made to maintain effective response times — typically two-to-three hours, but it can be longer when weather is a factor.

### Meet the Team

#### **Jim Iammatteo | Chief Investigator/ Supervisor**

Location: Keewatin

Coverage area: Itasca County

Contact: 218-778-0016  
or [james.iammatteo@state.mn.us](mailto:james.iammatteo@state.mn.us)

#### **Pat Bell | Investigative Team Support**

Location: St. Paul

Contact: 651-201-7203  
or [pat.l.bell@state.mn.us](mailto:pat.l.bell@state.mn.us)

#### **Angela Kappenman | Investigative Team Support**

Location: St. Paul

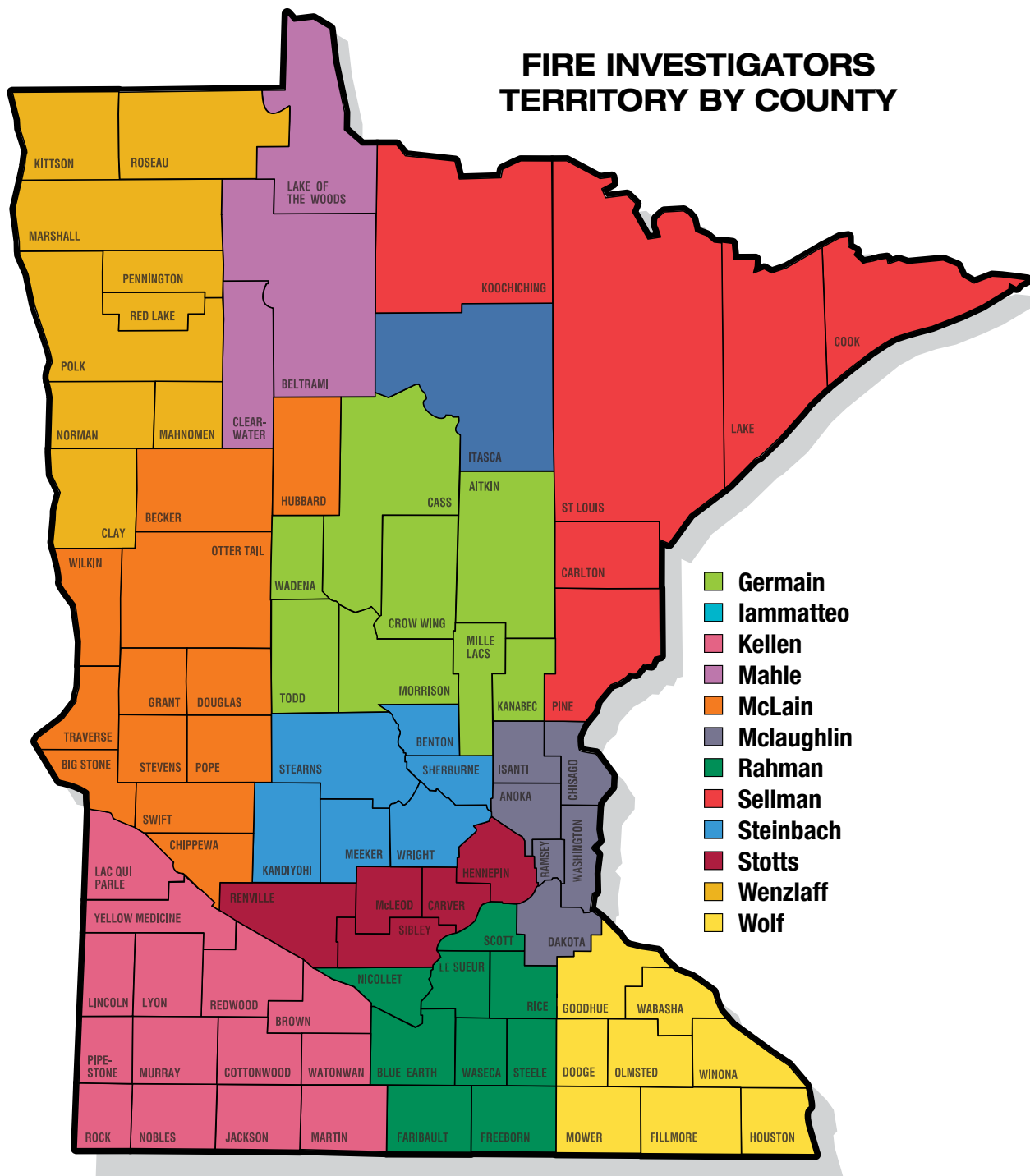
Contact: 651-201-7208  
or [angela.kappenman@state.mn.us](mailto:angela.kappenman@state.mn.us)

#### **Mark Germain | Investigator**

Location: Merrifield

Coverage area: Central Minnesota  
Contact: 218-232-1844  
or [mark.germain@state.mn.us](mailto:mark.germain@state.mn.us)

## FIRE INVESTIGATORS TERRITORY BY COUNTY



- Germain
- Iammatteo
- Kellen
- Mahle
- McLain
- McLaughlin
- Rahman
- Sellman
- Steinbach
- Stotts
- Wenzlaff
- Wolf

**Steve Kellen | Investigator**

Location: Wanda  
 Coverage area: Southwest Minnesota  
 Contact: 651-263-0793  
 or [steve.kellen@state.mn.us](mailto:steve.kellen@state.mn.us)

**Kevin Mahle | Investigator**

Location: Bemidji  
 Coverage area: North Central Minnesota  
 Contact: 612-718-8448  
 or [kevin.mahle@state.mn.us](mailto:kevin.mahle@state.mn.us)

## FIRE INVESTIGATION TEAM

### **Toby McLain | Investigator**

Location: Alexandria  
 Coverage area: West Central Minnesota  
 Contact: 612-270-6146  
 or toby.mclain@state.mn.us

### **Bruce McLaughlin | Investigator**

Location: Inver Grove Heights  
 Coverage area: East Central Minnesota  
 Contact: 612-716-6886  
 or bruce.mclaughlin@state.mn.us

### **Ron Rahman | Investigator**

Location: Northfield  
 Coverage area: South Central Minnesota  
 Contact: 612-716-1654  
 or ronald.rahman@state.mn.us

### **Richard Sellman | Investigator**

Location: Chisholm  
 Coverage area: Northeast Minnesota  
 Contact: 218-966-4436  
 or richard.sellman@state.mn.us

### **John Steinbach | Investigator**

Location: New London  
 Coverage area: Central Minnesota  
 Contact: 612-710-6825  
 or john.steinbach@state.mn.us

### **Casey Stotts | Investigator**

Location: Hutchinson  
 Coverage area: South Central Minnesota  
 Contact: 651-263-0973  
 or casey.stotts@state.mn.us

### **Andrea Wenzlaff | Investigator**

Location: Thief River Falls  
 Coverage area: Northwestern Minnesota  
 Contact: 218-684-1007  
 or andrea.wenzlaff@state.mn.us

### **Steve Wolf | Investigator**

Location: Stewartville  
 Coverage area: Southeast Minnesota  
 Contact: 763-458-7348  
 or steven.wolf@state.mn.us

### **What We Do**

The team assists local fire departments in determining causes and origins of fires in their communities and also helps county, state and federal agencies bring arson cases to justice. Investigators help with interviews, interrogation, subpoena documents, and provide other assistance to agencies involved in case resolution. Fire investigation is a complex science, difficult to master but essential to justice. The SFMD goal has always been to have all investigators trained to the CFI level (Certified Fire Investigator, the gold standard in crime investigation, in law enforcement and in the courtroom.) Eleven of the 12 investigators are certified. The 12th team member is completing his training in the coming months.

### **Best of 2014**

We also worked on several large dollar-loss fires and one fatal fire that resulted in a homicide conviction. Cooperating with partnering agencies on that case, SFMD investigators played a key role in getting it charged out.

Changes in our team include addition of a new investigator in northeastern Minnesota. Richard Sellman was an investigator at the Hibbing Police Department. He serves on the Chisholm Fire Department and as an EMT for Chisholm EMS. Our chief investigator retired in 2014 and that position was filled by Jim Iammatteo. Jim originally covered the northeast territory of the state as a SFMD investigator and before that was the Hibbing Fire Marshal.

Technology has streamlined our work this year. Investigators are using iPads for investigations and reports, while new laptop computers keep everyone online. We also upgraded to larger trucks that allow us to tow trailers full of tools and items we need on larger fire scenes.

## 2014 By the Numbers

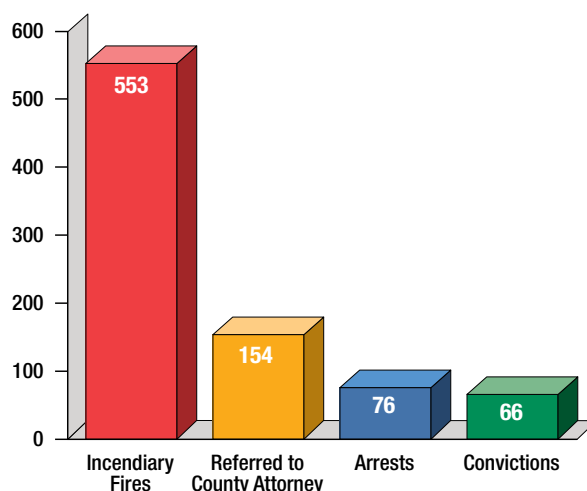
### Investigations

Our team assists with hundreds of fire investigations each year across Minnesota.

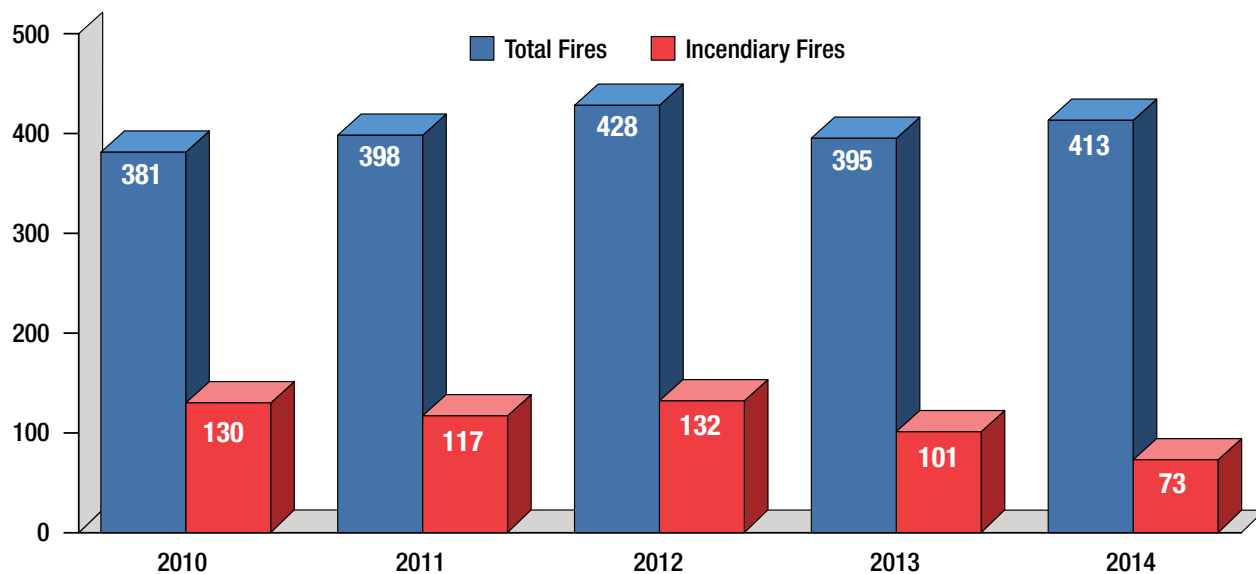
Investigation assistance may be requested by local fire service or law enforcement personnel. Investigators will not be dispatched when requests are received from private citizens or insurance companies.

The major incident investigation truck is available for response to incidents such as multiple fatality/injury fires, large dollar-loss fire, and major pipeline incidents in which SFM staff are involved in the response and investigation.

## CASE PROCESSING 2010 - 2014



## INCENDIARY FIRES BY YEAR



## Training

The Minnesota Bureau of Criminal Apprehension originally conducted investigation training, but our division took over several years ago. Basic and advanced courses continue to draw interest from Minnesota firefighters and law enforcement officers.

Training is mandated by state statute and conducted by Investigator Casey Stotts.

- Training classes in 2014: 23
- Number of attendees: 376
- Class topics:

- Organizing the fire scene
- Basic fire investigation
- Basic fire and arson investigation
- Basic fire safety
- A line firefighter's role in fire investigations
- Advanced fire investigation
- Fire death investigation
- Interview and interrogations in fire investigations

## Did You Know?

The SFMD investigators are available 24 hours a day by calling duty officer.



## FIRE PROTECTION TEAM

### About

The Fire Protection Team performs the following functions:

- Licenses fire protection contractors
- Certifies installing personnel
- Issues permits for fire protection systems
- Reviews plans for these system
- Inspects fire protection systems
- Provides training on fire protection systems
- Provides technical assistance

### Meet the Team

#### Jon Nisja | Supervisor

Location: St. Paul

Contact: 651-201-7204  
or jon.nisja@state.mn.us

#### Barbara Lundberg | Protection Team Support

Location: St. Paul

Contact: 651-201-7207  
or barbara.lundberg@state.mn.us

#### David French | Sprinkler Plan Reviewer/Inspector

Note: David is no longer employed with SFMD; he resigned for a full-time firefighter position with Brooklyn Park.

#### Dan Kaiser | Sprinkler Plan Reviewer/Inspector

Location: St. Paul

Contact: 651-201-201-7215  
or dan.kaiser@state.mn.us

#### Ralph Peterson | Sprinkler Plan Reviewer/Inspector

Location: St. Paul

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## What We Do

The team's mission is to save life and property through effective licensing, plan review and inspecting fire protection systems. Our efforts ensure that fire protection systems work effectively, reducing the harm caused to people and property by fire.

The use of fire protection systems is on the rise. The SFMD fire protection section is able to track sprinkler effectiveness and show that these systems are working.

## Best of 2014

Fire protection and fire code staff teamed up to provide numerous training opportunities to fire departments, fire protection contractors, fire and building code officials and architects.

For the first time, six classes on fire alarm and sprinkler systems were conducted at locations across the state.

## 2014 By the Numbers

### Contractor Licensing

In 2014 there were 70 licensed fire-protection contractors in Minnesota. A breakdown of the licenses is shown below:

- Total Licensed Contractors: 70
  - Limited contractors: 4
  - Design contractors: 5
  - Fire protection contractors: 61
    - Out-of-state based: 21
    - Minnesota-based: 40
      - Metro Area: 24
      - Greater Minnesota: 16

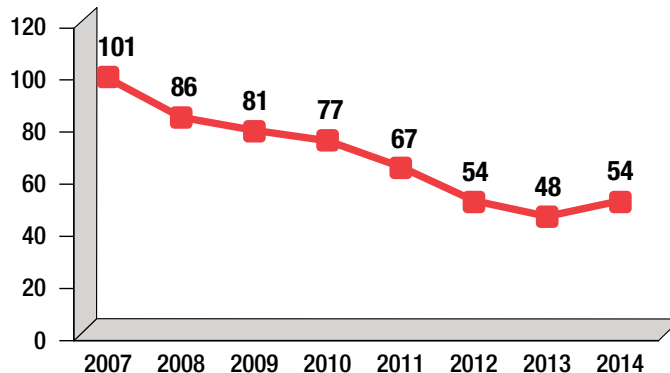
### Installer Certification

In 2014 there were 709 certificates issued to journeyman sprinkler fitters and managing employees; the following is a breakdown of certificates issued:

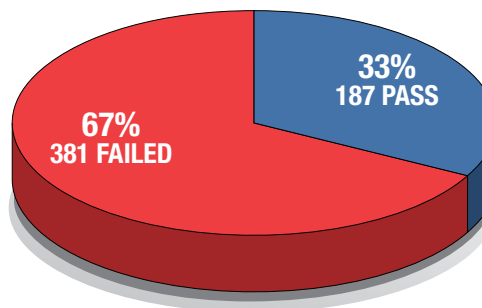
- Number of journeyman sprinkler fitters: 618
- Number of limited journeyman sprinkler fitters: 17
- Number of managing employees: 74

Exams for journeyman sprinkler fitters and managing employees are given every two months. The following shows the exam activity for the past eight years:

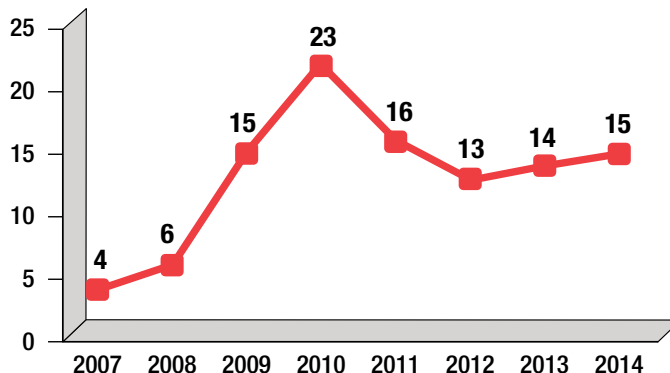
### JOURNEYMAN



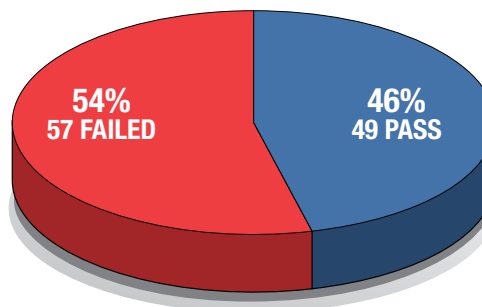
### SPRINKLER FITTER EXAM RESULTS 2007 - 2014



### MANAGING EMPLOYEE



### MANAGING EMPLOYEE EXAM RESULTS 2007 - 2014

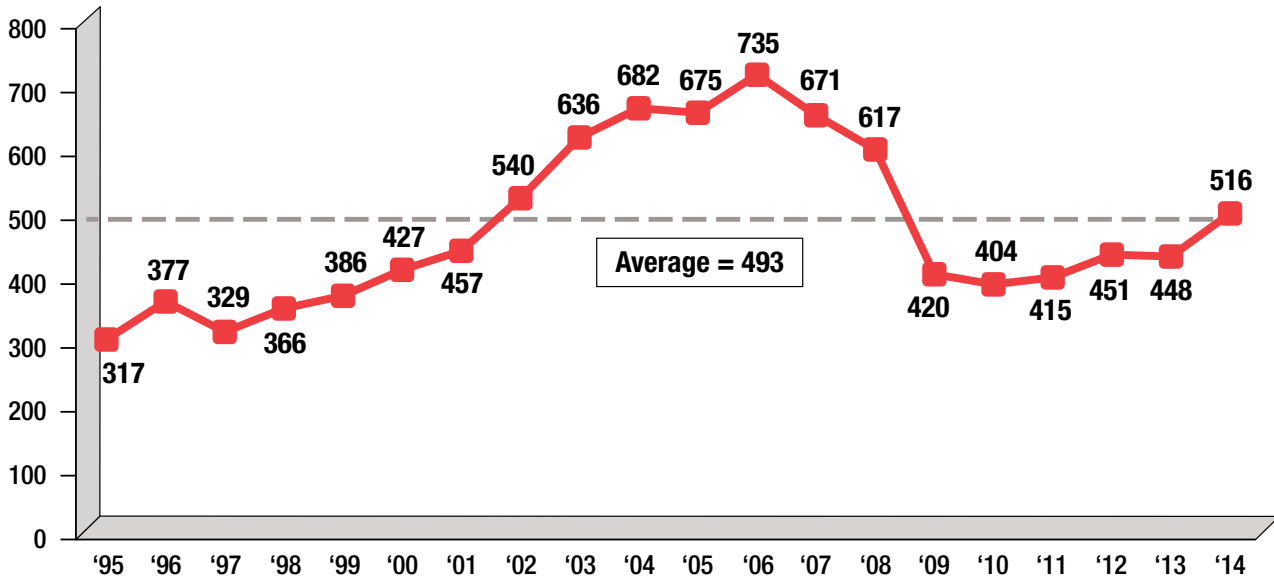


# FIRE PROTECTION TEAM

## Permit Issuing

There are about 190 communities and townships that issue fire protection installation permits. In all other areas of Minnesota, the State Fire Marshal Division is the issuing authority for fire protection permits. The following table shows permit activity for the past two decades:

**PLANS ASSIGNED A PERMIT NUMBER  
CALENDAR YEARS 1995 - 2014**



## Plan Reviews and Inspections

The division has three full-time employees who perform hundreds of fire protection plan reviews and inspections each year. A breakdown of plan review and inspection activity for the past five years is shown below:

PLAN AND INSPECTION ACTIVITY				
Year	Initial Reviews	Resubmittal Reviews	Total Reviews	Inspections
2010	386	87	473	319
2011	381	82	463	481
2012	473	52	525	441
2013	400	59	459	274
2014	424	80	504	312

## Training on Fire Protection Systems

Training on proper fire protection system installation and operation is an important function of the Fire Protection Section. The fire protection system demonstration trailer is transported around Minnesota and used to train fire service personnel, code officials, and facility representatives.

We put a lot of miles on the trailer in 2014. Here is the data on the fire protection system demonstration trailer activity:

- Number of demonstrations in 2014: **45**
- Number of participants: **926**

## Did You Know?

Fire sprinkler systems saved 68 buildings last year in Minnesota.



## HEALTH CARE TEAM

### About

The Health Care Team is responsible for the inspection of all health care facilities licensed by the Minnesota Department of Health and also those federally certified by the Federal Centers for Medicare/Medicaid Services for federal reimbursement.

Health care facilities in those two categories include:

- Hospitals
- Nursing homes
- Boarding care homes
- Supervised licensed facilities
- Outpatient surgical centers
- Hospices

In addition to the above facilities, the team inspects adult foster care facilities upon their initial license application to the State Department of Human Services.

The team is made up of 11 personnel: A fire safety supervisor, two clerical support staff and eight inspectors.

### Meet the Team

#### Patrick Sheehan | Supervisor

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#### Angela Kappenman | Health Care Team Support

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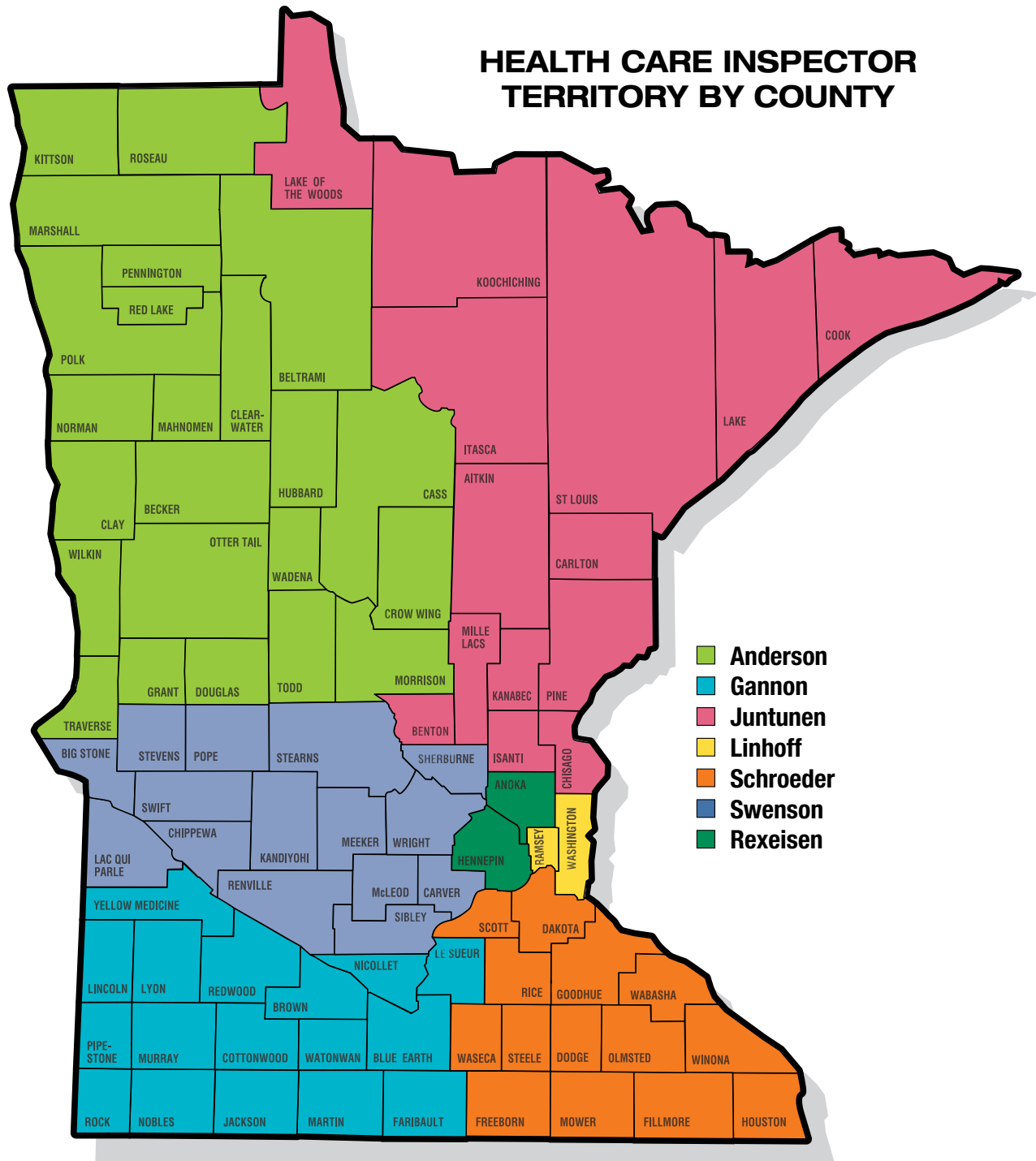
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# HEALTH CARE TEAM



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**What We Do**

Annual fire inspections help assure that every resident and/or patient of a Minnesota health care facility has a living environment reasonably safe from the dangers of fire and related emergencies.

SFMD fire inspectors are certified through the Minnesota Fire Service Certification Board as fire inspectors I or II and have extensive fire inspection experience. Because this team is responsible for enforcing the CMS fire safety program, each inspector is required to attend a week-long training class from CMS on the Life Safety Code, which is the basis of the CMS

fire safety program, plus a 24-hour class from CMS including Health Care Facilities NFPA Standard 99, and Fire Safety Evaluation System, NFPA Standard 101A, for both health care facilities and board-and-care facilities.

**2014 By the Numbers****Inspections**

The Health Care Team last year conducted 939 inspections at hospitals, nursing homes, boarding care homes, supervised living facilities, outpatient surgical centers and hospices.

Hospitals and nursing homes present some of the most complicated fire inspections, often in large complexes with many types of occupancies including institutional, assembly, storage, maintenance, helicopter landing pads, clinics and doctors' offices.

**Training**

The Health Care Team provided information last year at the annual conferences of the three primary healthcare organizations that represent the hospitals and nursing homes in the state: Care Providers of Minnesota (CPMn), Leading Age Minnesota (LAM) and the Minnesota Health Care Engineering Association (MHCEA).

Care Providers and Leading Age Minnesota provide numerous resources to their membership. The MHCEA focuses on the facility engineers. It is the MHCEA membership that the HC team members have the most direct contact with during their fire inspections, and to whom we provide the most up-to-date information with respect to regulations with which facilities and staff must be in compliance in order to maintain state licenses and federal certification.

At the MHCEA conference the HC Team spends the first day in the vendors' area, staffing a booth for direct contact with conference attendees, answering questions and providing fire safety information. On the second day of this conference the Health Care Team provides a day-long seminar on current fire-safety issues and regulatory changes. The primary

## HEALTH CARE TEAM

focus is on fire prevention and helping the facilities maintain a fire-safe environment for residents, patients, staff and visitors.

In addition, the MHCEA has five chapters: Arrowhead, Midwestern, Northern, Southern and Twin Cities. The Health Care Team members attend those chapter meetings to meet and greet area engineers and provide the most up-to-date training.

### **Did You Know?**

You can stay up-to-date on health-care fire safety on the Health Care Team's webpage. This page provides access to conference presentations, information sheets, forms, and waiver information and guidelines as prescribed by CMS. This website, updated regularly, has been an invaluable resource to health care facility staff.



## FIRE DATA AND EDUCATION TEAM

### About

The Fire Data and Education Team has four primary functions:

- Collection and analysis of statewide fire data
- Publication of Fire in Minnesota
- Fire-and-life safety education
- Youth firesetting prevention and intervention

### Meet the Team

#### Jon Nisja | Supervisor

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#### Kathi Osmonson | Youth Firesetting Prevention and Intervention Specialist

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#### Amanda Swenson | Fire-and-Life Safety Educator

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## FIRE DATA AND EDUCATION TEAM

### What We Do

The team's mission is to save life and property by collecting and analyzing fire-loss data, educating citizens on the dangers of fire, promoting fire-safe behavior, conducting intervention and referrals with youthful firesetters, and publishing the *Fire in Minnesota* report. The Data and Education Team collects and disseminates fire-related data and information to help make Minnesota a safer place to live, work and play.

We want to know where fires are occurring and what causes them in an effort to provide prevention-related information to the public through traditional media, social media, fire departments, government agencies and safety-conscious partner organizations and associations.

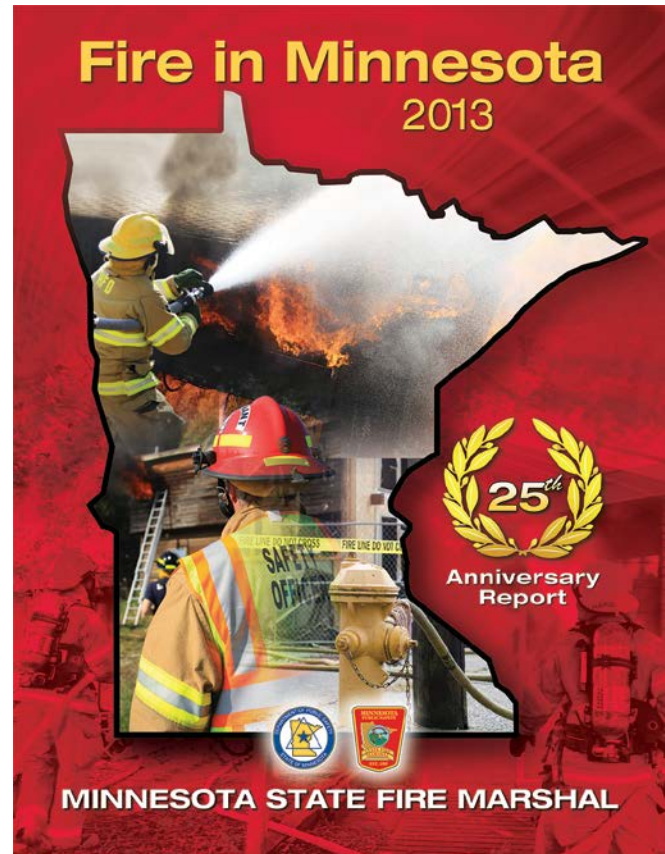
### Fire in Minnesota

This year's *Fire in Minnesota* was the 25th anniversary edition, and it was given a new look to mark this milestone. The *Fire in Minnesota* report provides a snapshot of Minnesota's fire problem for the prior year. Copies of *Fire in Minnesota* are available on the division's website for download; printed copies are also available by contacting one of the staff in the fire data section.

### Fire-and-Life Safety Education

Recently, the State Fire Marshal Division website has updated a "For Fire Departments" section. In this section there are newly created fact sheets on a variety of fire-and-life safety topics. These fact sheets are available for fire departments to customize with their own logo, both in color and black-and-white.

This fall there were two training sessions conducted: Residential Fire-Prevention Education and Creating a Fire Prevention Program. Work has begun to add additional curriculum for fire departments to the division's website in 2015.



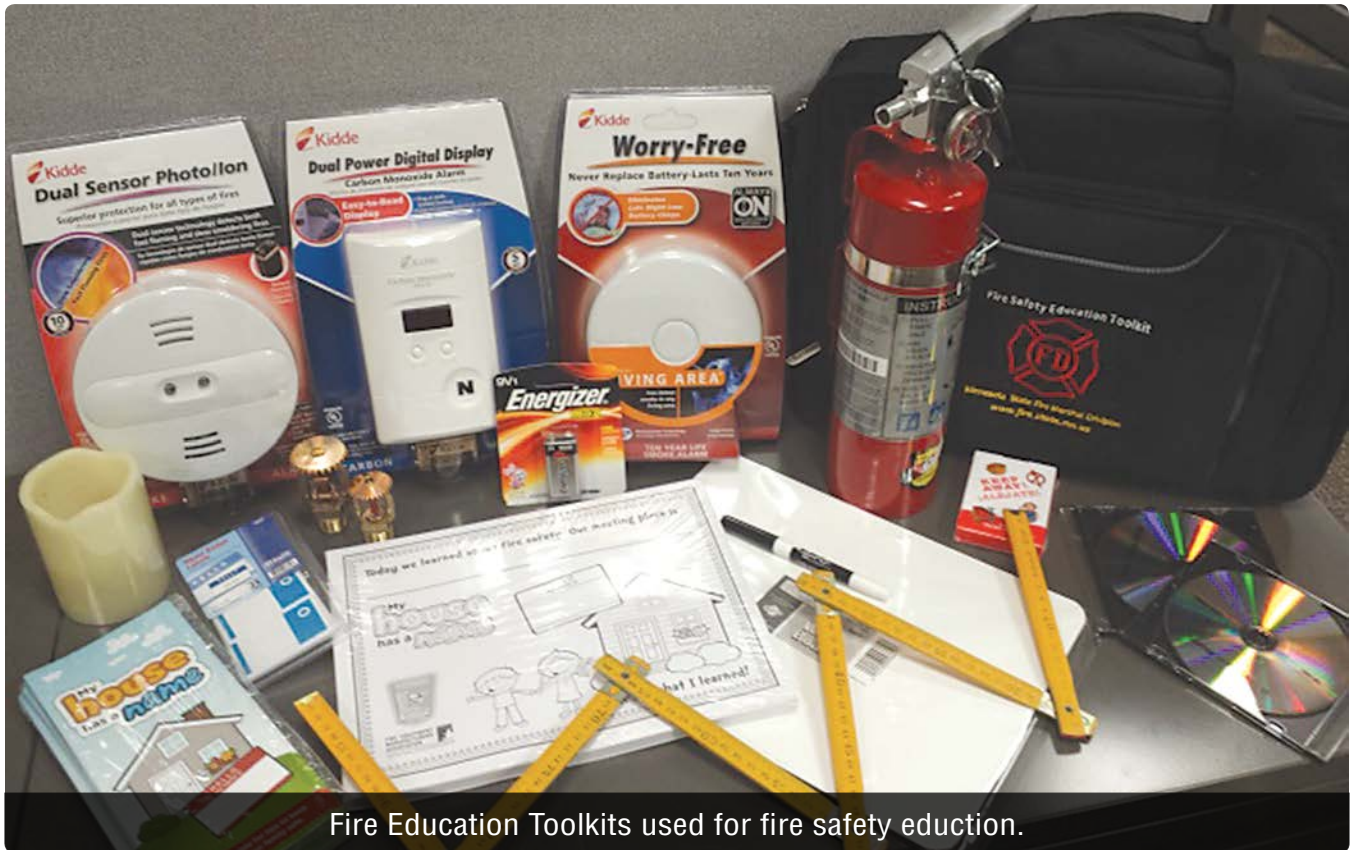
In 2014, public education toolkits were purchased and distributed to almost 300 fire departments throughout Minnesota. These toolkits provided resources for local fire departments to use in their fire-and-life safety education efforts.

In fall of 2014 we reintroduced the monthly Fire Prevention Educator Newsletter. If your department is not yet on the distribution list please contact [amanda.swenson@state.mn.us](mailto:amanda.swenson@state.mn.us). The newsletter can also be found on the State Fire Marshal website.

### Youth Firesetting Prevention and Intervention

In April 2014, a 10-year-old girl died in a fire she started in southwest Minnesota. Working closely with her parents, the division prepared a documentary-style public safety announcement. *Perri's Story: from Heartache to Healing* is intended to raise awareness of youth firesetting and can be seen on the Minnesota Department of Public Safety's YouTube channel.





Fire Education Toolkits used for fire safety education.

The division has developed an email distribution network on Youth Firesetting Prevention and Intervention (YFPI); information and newsletters are currently being distributed to 241 firefighters, law enforcement officials, attorneys, social services officials, YFPI specialists and program managers and fire chiefs. If you wish to be added to this list, email [kathi.osmonson@state.mn.us](mailto:kathi.osmonson@state.mn.us).

Last year saw the establishment of regional YFPI networks throughout Minnesota, where families and authorities can find intervention and evaluation resources for young people who have been involved in starting fires.

Last year was also the first year when certification was available for YFPI Specialists and YFPI Program Managers. As 2014 drew to a close, 32 YFPI Specialists were certified by the Minnesota Fire Service Certification Board.

Youth Firesetting Prevention and Intervention Specialist Kathi Osmonson is part of a national committee to update and standardize assessment tools to be used with youth involved in fire-setting behaviors. Osmonson also participated in a national database initiative providing demographic data on 158 youth firesetter cases in Minnesota in 2014.

## 2014 By the Numbers

### Fire Data Analysis

Last year the division collected fire incident reports from 776 of the state's 785 fire departments and compiled the fire loss data into its annual report: *Fire in Minnesota – 2013*. Fire departments responded to more than 251,000 incidents. Due to the volume and complexity of the data, it takes several months to process and compile this into a usable report.

## FIRE DATA AND EDUCATION TEAM

In 2008 the division purchased software that accommodates online fire incident reporting. This web-based reporting system is now used by about 80 percent of the state's fire departments. It has allowed for "real-time" reporting of fire incident data. The following table shows the history of fire reporting for the past several years. (NOTE: the 2014 fire data is not yet finalized.)

The reports submitted by Minnesota's fire departments are submitted to the U.S. Fire Administration's National Fire Incident Reporting System (NFIRS). SFMD staff also responds to dozens of requests each year for data and information on Minnesota's fire problems. These requests come from local fire officials, the media and the Legislature.

### Youth Firesetting Prevention and Intervention

Classes for youth firesetting prevention and intervention specialists were held across the state.

- Number of classes in 2014: 6
- Number of attendees: 47

Numerous other presentations on youth fire-setter issues were provided to various groups ranging from the juvenile justice to social services to fire service personnel. Total training outreach on YFPI in 2014 included 512 persons.

### Did You Know?

The SFMD was the first in the country to have an online fire reporting system for fire department use.

### HISTORY OF ONLINE FIRE INCIDENT REPORTING

	2007	2008	2009	2010	2011	2012	2013
Total Number Fire Dept.	788	787	785	789	785	785	785
Reporting Fire Dept.	746 (94.6%)	741 (94.1%)	758 (96.5%)	767 (97.2%)	768 (97.8%)	776 (98.8%)	776 (98.8%)
Non-Reporting	42 (5.3%)	46 (5.8%)	27 (3.4%)	22 (2.7%)	17 (2.2%)	9 (1.1%)	9 (1.1%)
Software Reporting	403 (51.1%)	400 (50.8%)	230 (29.2%)	178 (22.5%)	164 (20.9%)	144 (18.3%)	152 (19.4%)
Paper Reporting	343 (43.5%)	341 (43.3%)	n/a	n/a	n/a	n/a	n/a
Online Reporting	n/a	n/a	528 (67.2%)	589 (74.6%)	604 (76.9%)	632 (80.5%)	624 (79.5%)



## RESIDENTIAL CARE AND LODGING TEAM

### About

The Residential Care and Lodging Team conducts fire safety inspections of:

- Hotels, motels
- Child care homes, foster care homes
- Day care centers
- Day training and rehabilitation facilities
- Treatment facilities
- Adult day care centers
- Special requests and fire hazard complaints submitted by fire departments or other agencies

The Residential Care and Lodging team was created following several tragic losses of life in Minnesota lodging buildings. Comprehensive fire safety inspections now help make Minnesota a safer travel, vacation, conference destination.

Minnesota hotels, motels and buildings used for lodging, with six or more guest rooms for short-term rentals, are inspected for fire safety once every three

years, with follow-up inspections occurring until fire-safety violations are corrected. Some municipal fire departments conduct fire inspections within their jurisdictions under agreements with the State Fire Marshal Division.

### Meet the Team

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#### Randi Samuelson | Residential Team Support

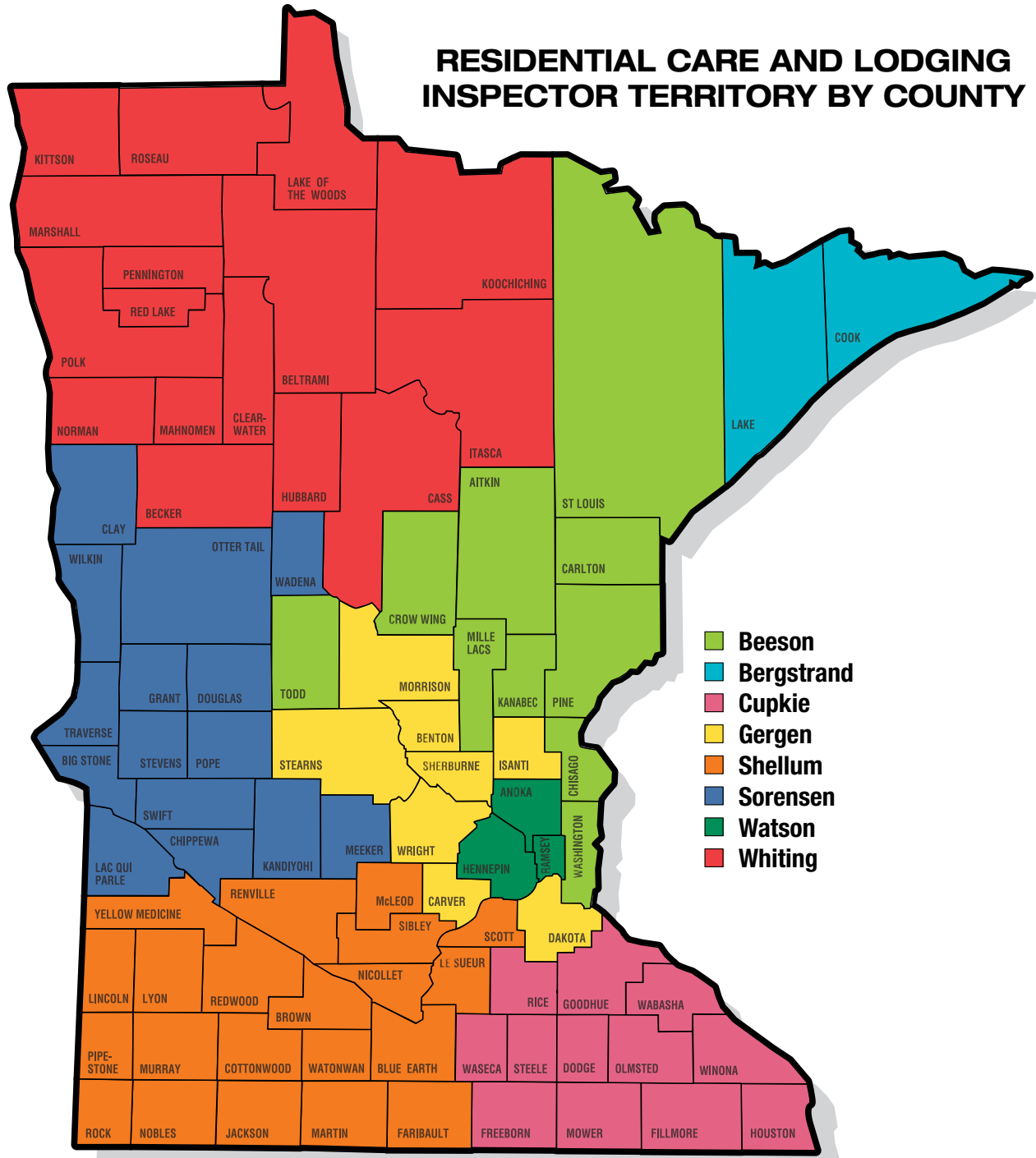
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# RESIDENTIAL CARE AND LODGING TEAM

## RESIDENTIAL CARE AND LODGING INSPECTOR TERRITORY BY COUNTY



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**What We Do**

The mission of the Residential Care and Lodging Team is to prevent fire deaths and property loss in hotels and residential care homes. People are most vulnerable when they are sleeping in unfamiliar buildings with no one awake to notice a developing fire. As the number of people and the size of a building increase, the potential for loss of life increases, too.

The Residential Care and Lodging Team mitigates this hazard through fire safety inspections of all hotels in Minnesota every three years, as required

by law, with follow-up inspections as needed to gain compliance with the Minnesota State Fire Code. Training and consultation on fire safety requirements and fire prevention is provided to municipalities who conduct fire safety inspections of hotels and residential care homes, and to building owners, licensors and managers.

Residential care homes (day care, foster care, rehab) are inspected for fire safety when first licensed by the Department of Human Services.

Fire code safety requirements depend on the use of the building, age of construction, size of the building, and other occupancies within the building (such as places of assembly, retail, garages and hazardous areas.) Fire safety may include fire sprinkler systems, fire alarm systems, fire protected exit corridors and stairways, employee safety training, identifying exit routes, emergency lighting, fire resistive construction and other requirements, depending on the size and use of the building.

**The Best of 2014**

The State Fire Marshal Division has equipped a utility trailer with fire safety demonstration props that are used when conducting fire safety classes. Special thanks to Ryan Whiting for heading up this project.

Props in the trailer include:

- Egress windows of various designs
- Guard and handrails with complying stairway
- Smoke and carbon monoxide alarms of different types
- Fire alarm system with components
- Kitchen hood and suppression system
- Fire-rated construction examples
- Fire stopping products

## RESIDENTIAL CARE AND LODGING TEAM



### 2014 by the numbers

#### Inspections

Our team is spread out across the state and assists with hundreds of inspections each year.

- Inspections: 1,424
  - 54 Complaint inspections
  - 266 Hotel inspections
  - 372 Child foster care inspections
  - 74 Child day care center
  - 658 Child care in a residence
- Follow-up Inspections: 519
- Violations: 3,821

The top five most frequently cited fire safety violations by our inspectors for hotels are:

- 1) Failure to provide annual testing/maintenance of fire alarm and sprinkler systems
- 2) No emergency illumination for egress
- 3) Extension cords used for permanent wiring
- 4) Failure to provide smoke alarms
- 5) Failure to abate electrical hazards

The top five most frequently cited fire safety violations by our inspectors for child care (day care) and foster care homes are:

- 1) No smoke alarms
- 2) No fire extinguisher
- 3) No approved escape windows in bedrooms
- 4) Unmaintained (non-working) smoke alarms
- 5) No complying stair handrails

### Training

Department of Human Services licensed facilities, child care, foster care, day care centers, treatment facilities and day training facilities are inspected when the facility is originally licensed.

The State Fire Marshal Division provides training on fire code requirements for these facilities to local fire marshals willing to conduct the fire safety inspections in their own jurisdictions.

The residential team provides fire safety classes throughout Minnesota to local fire marshals, county licensors and child care providers.

- Training sessions in 2014: 6
- Total licensors trained: 99
- Total fire Inspectors trained: 65

Deputy state fire marshals receive at least 64 hours of code and fire safety training annually. In years with new fire code adoptions, the number of training hours is significantly higher. Almost all deputy state fire marshals are certified at least Fire Inspector II, with two staffers also holding building official certification. Many also have fire service, training and officer certifications. Some serve on NFPA technical committees.

Annual training includes the State Fire Marshal Annual Conference, Fire Code requirements for Department of Human Services licensed facilities, State Fire Marshal All-staff Conference, ICC Educational Institute and specific team training sessions.

### Did You Know?

There are 1,019 hotels in Minnesota.



## SCHOOL INSPECTION TEAM

### About

The Public School Inspection Program was established by the Minnesota Legislature in 1990 following several destructive school fires in the late 1980s. The legislation requires the State Fire Marshal Division (SFMD) to inspect each of Minnesota's roughly 1,700 public and charter school buildings once every three years, including primary, middle, secondary and alternative schools.

The School Inspection Team consists of four inspectors and one supervisor. Each member is assigned to a geographical inspection region. All school inspectors hold, at a minimum, a Fire Inspector II certification from the Minnesota Fire Service Certification Board and participate in continuing education each year.

### Meet the Team

#### Forrest Williams | Supervisor

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#### Kurt Kastella | Inspector

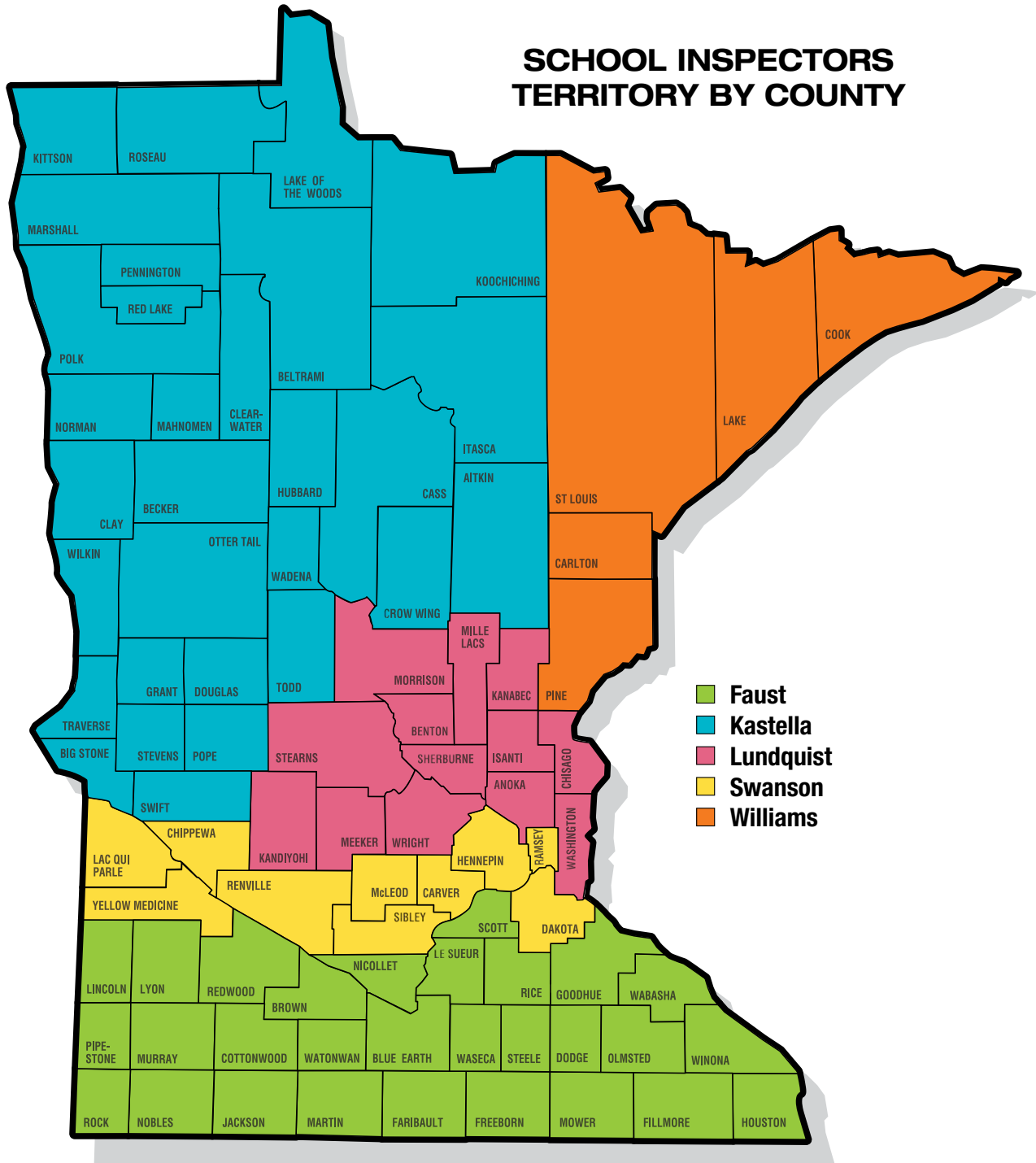
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# SCHOOL INSPECTION TEAM



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## What We Do

The primary goal of the program is to identify and correct fire-and-life safety violations that have historically contributed to disastrous events in schools. To this end, school inspectors focus their attention on the following:

- Adequate means of egress
- Required fire alarm and fire suppression systems
- Required fire-resistance-rated construction features
- Identification and abatement of fire hazards
- Educating school administration and staff on fire prevention practices and code compliance
- Emergency evacuation plans and procedures

Because many Minnesota school buildings were constructed prior to the adoption of statewide building and fire codes, SFMD officials developed policies to allow installation of automatic sprinkler and fire alarm systems to compensate for the fire-safety deficiencies found in these older buildings. Dozens of school fires have been detected early, controlled or extinguished by fire protection systems installed under these policies.

When school inspectors identify fire code deficiencies, the schools must provide a plan to correct them. Inspectors review these plans to assure that alarm installations and other construction projects meet minimum code requirements.

### Evaluating Program Effectiveness

A comparison of state fire loss and injury statistics (2009-2011) from the Minnesota Fire Incident Reporting System (MFIRS) and national numbers from the USFA shows Minnesota well below national averages. (2009 through 2011 are the most recent years for which USFA data is available.)

According to MFIRS data, 330 fires occurred in Minnesota schools between 2009 and 2011, resulting in a total financial loss of \$789,756. No injuries or fatalities resulted from these fire incidents.

The USFA and MFIRS data in this chart include pre-K through grade 12, preschools, commercial day care centers, and other non-adult schools.

### SCHOOL FIRE LOSS/INJURY NATIONAL vs. MINNESOTA (2009 - 2011)

	National	Minnesota
Average Dollar Loss Per Fire	\$14,060	\$2,393
Injuries Per 330 Fires	4.5	0
Fatalities Per 330 Fires	.13	0

## The Best of 2014

### NFPA School Safety, Codes and Security Workshop

At the invitation of the NFPA, the SFMD school inspection supervisor sat on a discussion panel at a national workshop on school safety, codes and security. The College Park, Maryland workshop was held to begin a national discussion on conflicts that often exist between school security/lockdown procedures, and building and fire codes. Attendees included law enforcement, fire, regulatory, design, security, school, and emergency management stakeholders.

The results of the workshop will be compiled and published on the NFPA website. Recommendations will be forwarded to appropriate NFPA technical committees, other standard-developing organizations, the first-responder community, designers, and school administrators for future planning.

### 2014 By the Numbers Inspections

In 2014 the School Inspection Team conducted 614 inspections and 470 follow-up inspections, resulting in the discovery of 4,190 violations. The 10 most common violations cited by school inspectors are:

- 1) Improper use of extension cords and power-taps
- 2) Reliability and maintenance of the means of egress (includes storage, obstructions or impediments within the means of egress)
- 3) Missing or inoperable exit signs

## SCHOOL INSPECTION TEAM

- 4) Missing ceiling tiles (may delay sprinkler head and smoke/heat detector activation)
- 5) Missing or inoperable emergency lighting systems
- 6) Incomplete fire emergency and evacuation plans
- 7) Inadequate fire sprinkler coverage area
- 8) Fire sprinkler heads obstructed by storage
- 9) Fire protection systems improperly maintained or damaged
- 10) Insufficient number of fire evacuation drills conducted per school year

### Training

The School Inspection Team provides fire code and inspection training for code officials and local school inspectors. Other training is available for school maintenance staff and administrators, school safety consultants and general stakeholders.

Our school inspectors provide quick answers and onsite consultations on code requirements, fire safety practices and emergency planning.

- Training sessions in 2014: 24
- Number of attendees: More than 770

- Class topics:
  - School inspections/code training
  - Basic means of egress
  - Fire alarm systems
  - Alternative locking arrangements
  - General fire safety precautions
  - Inspection of child and adult daycare centers
  - Basic fire alarm and sprinkler systems
  - Delayed evacuation policy
  - Health and safety project approval
  - Minnesota State Fire Code update

### Did You Know?

There are more than 1,700 public and public-charter school buildings in Minnesota that are routinely inspected. According to the most recent available data, Minnesota's average dollar loss per school fire is approximately 83 percent below the national average.



# MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION

## About

The Minnesota Board of Firefighter Training and Education's mission is to standardize training by providing funding to pay for it, and by licensing Minnesota firefighters. The MBFTE's vision is to reduce fire-related deaths and injuries through excellence in fire service training and education.

## Meet the Team

### Steve Flaherty | Executive Director

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### Kevin Sedivy | Fire Service Training and Licensing Specialist

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## What We Do

The Board of Firefighter Training and Education was established by the Minnesota Legislature to:

- Review fire service training needs and make training recommendations to Minnesota fire service organizations
- Establish standards for educational programs for the fire service and develop procedures for continuing oversight of those programs
- Establish qualifications for fire-service training instructors
- Establish standards under which reimbursement will be provided to departments for training and education

# MINNESOTA BOARD OF FIREFIGHTERS TRAINING AND EDUCATION

## The Best of 2014

The 2014 highlight for the MBFTE was completion of a website and a database. This advance makes processing license applications and renewals more efficient, and makes it easier to enter and track the firefighter student data on which reimbursements to departments, training providers and the certification board depend. The database upgrade was implemented in August and feedback has been extremely positive.

Among other offerings, our new website supports an E-licensing function for the fire service. This amenity will benefit licensed firefighters, fire departments, and MBFTE staff serving more than 3,000 licensed firefighters in the state.

There were significant staffing changes in 2014 at the MBFTE. In February, Steve Flaherty was hired as the executive director to replace Bruce West, who held that position for four years before taking the helm as state fire marshal. Prior to his appointment, Steve was the fire program manager at Mesabi Range College in Virginia for many years. He also served as fire chief in Grand Rapids. Flaherty's experience allowed for a quick transition to managing day-to-day operations at MBFTE, in the office and in the field.

In May, Margaret Koele joined MBFTE as licensing coordinator, replacing Jana Evans who left DPS in March. Margaret came from the Architecture and Engineering Licensing Board with experience and skills that allowed her to hit the ground running. She has been instrumental in developing our new database and the E-licensing component of our website. Margaret also handles MBFTE board and committee meeting minutes and notifications.

In October, the MBFTE was able to hire retired Owatonna Fire Commander Kevin Sedivy into the new position of fire service training and licensing specialist. Kevin uses his fire service experience to work with fire departments and training providers

statewide, to help them understand reimbursement programs, and develop best practices in training documentation, and certification and licensing. Kevin also helps connect fire departments with appropriate SFMD staff when necessary.

The 2014 MBFTE budget for this fiscal year was similar to 2013 in that there was approximately \$3 million in reimbursements distributed to the Minnesota fire service for training. The MBFTE is funded by the Minnesota Fire Safety Account.

## 2014 By the Numbers Training

Several MBFTE funding programs and training reimbursement opportunities serve the fire service.

They include:

- Fire department award (\$80/firefighter)
  - 511 departments participated in the reimbursement award program in 2014
- Live Burn; NFPA 1001 with certification
  - 82 live burns were funded at \$1,500 each
  - Approximately 900 students received funding for NFPA 1001 training with certification
- Conferences and Seminars award
  - \$60,000 was awarded among 10 different conferences/seminars
- Incident safety officer training
  - 167 fire departments received this training for free in FY14
- Mass and gross decontamination training
  - 185 fire departments received this training for free in FY14
- Railway and pipeline awareness training
  - Did not exist in 2014
- Leadership development training
  - Did not exist in 2014



Firefighters training at a controlled burn site.

The MBFTE's new Leadership Development Program was rolled out in 2014. This four-module program provides leadership training at no cost to the newly appointed and the up-and-coming chief officers in the Minnesota fire service.

Areas of instruction include:

- Leadership
- Human resources
- Financial management
- Marketing

Students are selected for the course through a process of nomination by their peers and the regional directors of their fire service organizations.

### **Did You Know?**

There are nearly 21,000 firefighters in Minnesota. Approximately 2,100 are career and the remainder are volunteer/paid on-call firefighters. There are 784 fire departments in the state.



## SPECIAL TEAMS AND SPECIAL PROJECTS

### THE SFMD HONOR GUARD

#### About

The Honor Guard Team was created after a retired staff member passed away in 2013 and his family requested the State Fire Marshal Division staff participate in the visitation and funeral service. Several division staff came together to honor that request.

#### Meet the Team

Gary Schroeder, co-commander	Kathi Osmonson
Joe Faust, co-commander	Kerry Queen
Dan Beeson	Scott Radke
James Iammatteo	Bob Rexeisen
Thomas Linhoff	Casey Stotts
Brad Lundquist	

#### What We Do

Our 11-member group provides an honor guard and color presentation detail for special occasions including:

- Retirements
- Funerals
- Meetings
- Conferences

All requests for the honor guard will be forwarded to the state fire marshal for consideration. To make a request, you can email us at [sfm.honorguard@state.mn.us](mailto:sfm.honorguard@state.mn.us)

#### The Best of 2014

The SFMD Honor Guard presented colors at its first event on Sept. 3, 2014.

## 2014 By the Numbers

The SFMD Honor Guard participated in three events in 2014.

- Sept. 3 — SFMD annual staff conference at Camp Ripley
- Sept. 28 — Annual Minnesota Fallen Firefighter Memorial Service in St. Paul
- Oct. 17 — MN State Fire Chief's Memorial Association Memorial Service in St. Cloud

## Training

The Honor Guard trains for two hours once each month. Members are required to attend a minimum of six training sessions per calendar year. Additional training may be necessary based on the complexity of a specific event. Training is conducted the second Thursday of the month. The time and location may vary.

## Did You Know?

The 11 members of the SFMD Honor Guard have more than 264 years of fire department service.



## FIRE SERVICE SPECIALIST

### About

The fire service specialist is a liaison between the SFMD and Minnesota fire departments. The fire service specialist also provides assistance as requested by fire department officials across Minnesota.

### Meet the Team

**Bruce Roed | Fire Service Specialist**

Location: Mentor

Contact: 651-201-7218 or [bruce.roed@state.mn.us](mailto:bruce.roed@state.mn.us)

### What We Do

The fire service specialist assists fire departments upon request with the following:

- Answer 1-800-Fire Line (national FD information number)
- NFA state training point of contact
- Publications from SFM Division available on website
- Fire department management assistance

- Disciplinary issues
- Grant assistance
- Contracts /disputes/arbitration
- Minimum credentials/requirements
- Mutual aid agreements/ joint powers agreements
- Consolidations
- Fireworks and explosives annual permitting

The fire service specialist also administers the shared services grant program.

### 2014 By the Numbers

The fire service specialist helped administer \$200,000 in shared services grants to fire departments in 2014.

### Did You Know?

Upon request, the fire service specialist also reports to the State Emergency Operations Center in the event of large-scale emergency.

# MINNESOTA STATE FIRE MARSHAL YEAR IN REVIEW





**NOTES**

## NOTES





Minnesota Department of Public Safety  
State Fire Marshal Division

[sfm.dps.mn.gov](http://sfm.dps.mn.gov)