

FIRE SERVICE ADVISORY COMMITTEE
Meeting Minutes

January 3, 2018
10:00 a.m. – 12:00 p.m.

Elk River Fire Department Station #2
 13073 Orono Parkway
 Elk River, MN 55330

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| P | Bob Johnson <i>Chair</i> Insurance Federation of MN | P | Don Smiley MN State Fire Chief's Assoc. (MSFCA) |
| P | Kip LaMotte Fire Marshals Assoc. of MN / International Assoc. of Arson Investigators-MN Chapter | P | Chris Parsons MN Professional Firefighters Assoc. (MPFF) |
| P | Rick Loveland MN Professional Fire Fighters Assoc. (MPFF) | P | Mark Rosenblum MN State Fire Department Assoc. (MSFDA) |
| A | League of Cities (LMC) | P | BJ Jungmann <i>Vice Chair</i> MN State Fire Chief's Assoc. (MSFCA) |
| A | League of Cities (LMC) | P | Ed Hoffman MN State Fire Department Assoc. (MSFDA) |
| P | Jim Fisher MN Assoc. of Townships | P | Robert Hawkins Commissioner Designee |

Guests: Dave Schliek (MSFCB), DeeDee Jankovich (MSFDA), Rob Boe (LMC), Steve Flaherty (MBFTE), Dean Wrobbel (SCFD), Peter Fisher (MN TF1), Mark DuCharme (East Bethel FD), Kevin Reed (HSEM), Lisa Laliberte (LMC), Mark Windschitl (LMC) and Margaret Koele (FSAC Admin/MBFTE)

Call to order – Chair Bob Johnson 10:03 a.m.

- Acceptance or additions to today's agenda
 - Agenda approved as written.
- Approval of August 9, 2017 minutes as written
 - Minutes approved as written Agenda approved as written.

New Business

- FSA Balance - State Fire Marshal Bruce West
 - Collections through December \$7,480,269.59

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- Estimated FY18 account balance \$13,096,676
- Financial Manager Larry Freund recommends \$2 million stay in the reserve balance of the account.
- The FSA Committee could one time appropriate \$4-5 million for FY19 funding (second year of biennium)
- Rick Loveland wanted to make sure it is clear to all that this is one-time appropriations only, not base budget requests.
- Margaret Koele replied that she would send out the adopted presentation policies for both the FSAC and MBFTE to members and guests.

Old Business

- Rail & Pipeline Safety Law Update – Kevin Reed (HSEM)
 - There is just under \$6 million left in the Rail/Pipeline account. They have trained 300 departments in rail/pipe training, awareness and operations since 2014 and they are now moving into the exercise phase.
 - Cost per exercise \$25,000 and will try to do nine to ten trainings a year.
 - Finances in the Rail & Pipeline Safety account should last about three years.
 - The legislative charge of the funds is \$100,000 for ERT, the balance of the funds is for training, awareness, exercise and equipment based on the Commissioners discretion.
 - Through the exercises, they will determine the short falls of what the needs are going forward.
 - They are looking at equipment needs for the CAT teams.
 - The committee would like to know the plan for equipment needs for all the statewide teams as that might be brought back to the committee for more funding in the future.
- MAD Study Updates (Recruitment & Retention) - Bruce West, State Fire Marshal
 - The study has been completed and will be delivered to the legislature
 - There were some issues raised regarding the \$500 stipend, as it was taxed, so it ended up paying out approximately \$385 to each volunteer. They felt it was more of a retention than a recruitment. The MAD group did not use all the hours, so there will be approximately \$10,000 left from the allotment for this study. The

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extra funds could go toward the washer/extractor grant program. Marshal West also commented that they had ran a survey, which showed departments are sharing the extractors with other departments.

- Rick Loveland motioned for the extra funding from the MAD study go into the washer/extractor program for another one of the applicants to get in on that grant. Don Smiley second the motion. **Motion carried.**
- The committee would like a total for the number of extractors that have been awarded through this grant program. Marshal West said he would get the information out to the committee.
- Service Planning Grant update - Bruce West, State Fire Marshal
 - \$250,000 was awarded for this program. Information has been sent out across the state. The FSS have met with numerous groups across the state. The review committee members will be John Kahnke (MSFDA), Tim Holmes (MSFCA), Chad Bernice (MPFF), Mark Windschitl (LMC), Jim Fisher (Assoc.Townships) and Bob Johnson (FSAC) . They will be meeting January 15- 16th, in Pine city to review the grants submitted.

Other Business

- League of Cities appointments
 - Minnesota League of Cities board will appoint two new FSAC members, sitting in as guests, on January 18.

Public Comment

No public comment

Adjourn - 10:52 a.m.

Action Items:

- Presentation policies sent to all committee and guest members from Margaret Koele (Admin)
- MAD study from the recruitment/retention stipend from Marshal West to committee members
- HSEM equipment plan from Kevin Reed to all committee members
- Washer/Extractor total number of grants given out from Marshal West to committee members
- MOTION accepted to carry remaining funding from recruitment/retention study to washer/extractor grant program, with a letter to the commissioner with this recommendation