



MBFTE BOARD MEETING MINUTES

DATE: May 9, 2023

TIME: 10:31 a.m.

LOCATION: Elk River Fire Department
13073 Orono Pkwy NW
Elk River, MN
Teams/Teleconference

Board Member	In Person	TEAMS	ABSENT
Vance Bachmann – Assoc. of Townships		X	
Dean Wrobbel – League of Cities	X		
Rick Loveland - MPFF			X
Chris Kummer - MSFDA	X		
Chip Lohmiller - MSFCA	X		
Roger Ihrke – League of Cities			X
Chris Ford - MPFF			X
John Peura – Public Member	X		
Robert Dixon Jr - MSFDA			X
Roxanne Altmeyer - MSFDA	X		
Jim Fisher – Assoc. of Townships			X
Gavin Peterson – MSFDA	X		
Becki White - MSFCA		X	
Natascha Hennen - MSFDA	X		
Amanda Swenson – SFM - DPS	X		

Staff: Steve Flaherty (Executive Director, MBFTE) Allison Marcus (Licensing Coordinator MBFTE)
Guests: (In person) Steve Shapira (Century College), Jared Rozenboom (SFMD), Charlie Smith (Century College), Scott Saehr (MFSCB)

- I. Call to order at 10:31 am – Natascha Hennen, Chair
 - a. Roll call attendance listed above
 - b. Agenda additions – discuss committee appointments
- II. Approval of the agenda (Motion by: Peura / Second by: Lohmiller)
 - a. Agenda approved
- III. Approval of minutes from February 14, 2023 (Motion by: Peura / Second by: Wrobbel)
 - a. Minutes approved as written via roll call vote
- IV. Reports
 - a. Treasurer, Becki White
 - i. Financials are in order as presented
 - ii. Total budget is \$6.112 million
 - 1. \$5.054 million balance
 - b. Fire Safety Account (FSA) balance, Interim Fire Marshal Amanda Swenson
 - i. Approximately \$6 million funds available
 - ii. Two more collections left in fiscal year
 - iii. Balance almost \$16 million
 - c. Executive Director, Steve Flaherty
 - i. Governor’s proposal of \$1 million to add to base budget from General Fund, house did not pass
 - 1. Waiting to see if it will be 1-time funding, ongoing or no funding
 - ii. Fire Safety Surcharge .05 to .065 looks like it will pass
 - 1. Increase of \$5 million to FSA
 - iii. Legislative Audit
 - 1. Will continue until August 2023
 - 2. Board Chair will have opportunity to respond to any findings at that time
 - iv. \$6 million available to Fire Service for reimbursements
 - 1. \$1.8 million have been asked for thus far
 - v. NFPA 1001 expense approximately \$2 million
 - 1. FAO, Instructor and Officer extremely positive and well utilized
 - a. Almost out of instructor funds
 - b. Will be able to cover all students through redistribution
 - vi. Vector Solutions contract ends October 2024
 - 1. Will ask Board at next meeting if they want to continue contract with Vector Solutions
 - a. Will need to go out for RFP again for 5-year contract
 - vii. Leadership Training successful again this year
 - 1. 105 on waiting list for additional courses for next FY
 - 2. Left Arrowwood and hosted at Chase on the Lake in Walker
 - viii. Fire Service Training and Licensing Specialist position
 - 1. 13 applicants
 - 2. St. Paul based position, will be in office Monday/Tuesday and remote Wed-Fri

ix. Appointments

1. All members are still on the Board
2. Waiting to hear from Governor's office about reappointments and new appointments
3. Plan to have orientation meeting with new members prior to August Board meeting

d. Executive Committee Report, Chair Dean Wrobbel

i. FSAC presentations will be coming up in June for 1-time funding

1. Reported on discussion regarding what our ask would be
 - a. Recommendation is to ask for full funding for 1-time funds
 - b. Need to define what "full funding" would be
 - i. New definition for full funding is \$300/FF instead of \$200/FF
 - c. Continue to fund all leadership programs, instructor, officer, FAO and live burn with 1-time funds

ii. Recommendation to ask for \$4.5 million and presentation be up to 9 million for fully funded

iii. Discussed Conferences and Seminars

1. Should application be re-worded and reconsider who receives funding
 - a. To be discussed further

e. License Review Committee Report—Natascha Hennen

- i. Met in April regarding a case with an applicant who was issued a license but the felony didn't register with the database**
 1. Committee voted to keep his license active

f. Fire Service Specialist Report – Jared Rozenboom (SFMD)

- i. FSS travel around the State promoting MBFTE mission**
- ii. Field many questions regarding training reimbursement eligibility**
- iii. Help chiefs understand 1001 funding and fiscal year requirements**
- iv. Receive many questions about direct payments to providers**
- v. Educate difference between certification and licensing**

V. Old business

a. State server update – Director Flaherty

- i. Moving from private server to State server is in process**
- ii. Anticipate finishing the project by end of fiscal year**

b. Board member terms expiring – Director Flaherty

- i. On Appointment calendar for April**
 1. Terms done in January however all member still on the Board

- c. Legislative Initiatives – Interim Fire Marshal Amanda Swenson
 - i. Proposed increase of Fire Surcharge from 0.5% to 0.65%
 - 1. Will add \$5 million to FSA
 - ii. Rail and Pipeline assessment momentum for training opportunity

VI. New business

- a. License Applicants – Director Flaherty
 - i. New law regarding preliminary licenses for licensees with felonies
 - 1. More information forthcoming

 - b. Licensing Renewals – Licensing Coordinator Allison
 - i. Approximately 1,200 renewals this year
 - ii. 180 new applicants this year

 - c. FSAC Presentations – Chair Natascha Hennen
 - i. To fully fund all programs, need to ask for \$4.5 million
 - 1. This will amount to \$9 million to fully fund all programs
 - 2. Base budget is currently \$4.5 million
 - a. \$2million for 1001 training
 - b. \$.5 million for operating costs
 - c. Left with \$100/FF
 - d. Need to ask for 1-time funding for the rest of the projects
 - 3. Request to give Steve guidance as to what to ask for
 - 4. Motion to give Steve latitude to ask for up to \$4.7 million (Wrobbel/ Second Peura)
 - a. Discussion on ability to fully fund all programs including FAO, Instructor, Officer, Live Burn, 1001 program, Leadership program and \$300/FF
 - b. Motion allow Steve to adjust ask based on what MBFTE receives from the State
 - i. \$1 million 1-time funding = \$50/FF increase
 - c. Motion passed, Steve has latitude to ask for up to \$4.7 million from FSAC
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- d. Conferences and Seminar Grants – Chair Natascha Hennen
 - i. Noted that some conferences don't recognize MBFTE for sponsorship
 - 1. Question and discussion about whether parameters of grant should change to focus more on regional departments applying for grants as opposed to conferences
 - 2. Suggestion that recognition for sponsorship should be emphasized
 - 3. Motion to drop from \$5000 to \$2,500 per conference and focus more on regional conferences (Natascha)

- a. Grant amount is “up to \$5000”, therefore can determine amount of grant without needing to lower amount with a motion
 - b. Suggestion to revamp the application
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- e. New Committee Appointments—Natascha Hennen (Chair)
 - i. Will need to reappoint committee members
 - 1. Interested parties to inform chair before August Board meeting
 - 2. Suggestion to have committees be an odd number due to voting

VII. Public Comment

- a. Scott Saehr (MFSCB) updated board about completed IFSAC accreditation
 - i. ProBoard will do reaccreditation within 3 years
 - ii. Looking for evaluators for testing process

VIII. Next Meeting date:

- a. Scheduled for Wednesday August 9, 2023

IX. Motion to Adjourn at 12:04 p.m. by: Peura / second by: Wrobbel

- a. Motion carried

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