



MICHIGAN FIRE SERVICE INSTRUCTORS ASSOCIATION

Executive Board Meeting Minutes

February 14, 2020

**Northeast Ingham Emergency Service Authority
1296 West Grand River Ave.
Williamston, MI 48895**

Call to Order:

Meeting called to order at 1220 pm by President Bigger

Pledge of Allegiance:

Roll Call of Officers:

President Bigger, VP Blomstrom, Treasurer Dean, Secretary VanHorn, UP VP Vaught, North VP Silva (on Phone), South VP Wlosinski (on Phone), West VP Cleveland, Members at Large Parker, Dornbush, Carroll, Hubbard.

Excused Absences: East VP Wilson and Past President Cousins

Guests:

Michael Yanz

Guest Presentations (Preapproved, 5-minute time limit):

None

Approval of Agenda:

Motion to approve agenda as noted (Parker/Blomstrom) Passed

Minutes of last meeting:

Motion to approve the December 6, 2019 minutes as written. (Blomstrom/Parker)

Audience Forum/Comments (3minute time limit): None

Treasurer's Report

Treasurer Dean stated that we have \$42,669.15 in the bank our Savings account has \$1797.18. Couple outstanding balances on the cards which comes from checking.

Card #1 has \$ 27.98, card #2 has \$50.25, Card #3 \$283.80. When it comes to large expenditures Rick took care of the conference on 12/16/2019 for 23,680.70. A Couple of other expenses one for

\$7987.85 for Graphic production of training, one for \$6125.47 for video production and graphics of the product for \$3392.00. Currently not journalized into the account re 2 checks to Media Advantage for outstanding invoices for \$1525.40 and 4800.66 which will be reimbursed back by DTE. Keep in mind we received \$17,500.00 in Sept 2019 for administrative compensation for MFSIA to oversee the DTE project. You will also see an up and down in the receipts and expenditures for the DTE program. Chris wants to recognize that Rick has been doing the bulk of the work on the DTE project which Chris is greatly appreciative of. Discussion held. Motion to accept report. (Parker/Cleveland) Passed

Standing Committees

Instructor of the Year (Wilson/Wlosinski/Blomstrom):

VP Blomstrom stated that we are in the process of taking in applications for IOY for 2020. We really need to get people from all areas. We were short 2 areas for last conference. It would be nice to give out 4 awards this year. Then we can choose overall Instructor of the Year. Discussion held.

Conference/Programs (Bigger/VanHorn/Cleveland):

Pres. Bigger wanted to get our opinion on the dinner Friday night instead of Saturday night? Comments we had before is that the dinner on Saturday night, we closed classes 5:00 pm and people could do what they wanted to, and we had no closing to the conference. That was one of the concerns. Don had a concern after living through it that Friday was much to do, too busy of a day. Audience concerns that the classes ran right up to dinner and created some to running up to their rooms to get ready for the dinner. We could have done it on Saturday night, however the hotel booked another group for half on the conference center and we felt that would complicate things, so we had it on Friday night. Some of the comments from the participants was that there was not enough time to change cloths. Discussion held. Bigger stated that he was in conversation with the new manager and that some of the attendee's had gotten a cheaper rate for rooms registering in the block or outside of the hotel. Don had written a letter and forwarded some of the emails Don received from attendees that were sent to Don. Other hotels have sent us rates but no conference setup. Don wanted us to know what is going on with hotel and that Don was going up to talk to them. Keep the Dinner on Friday night. Discussion held.

Articles and By-Laws (Hubbard/Wilson/Blomstrom):

Member at Large Hubbard reported that he has given us a draft version of the bylaws. He has made some changes. Everything in red has been changes that were suggested. Discussion held about the recommendations. Pres Bigger stated the bylaws will be going back to committee for recommendations and any changes that come up prior to our April meeting and those will be put on the website for 30 days prior to our April meeting for adoption. Discussion held.

Membership/Web Report: (VanHorn/Cleveland/Vaught):

VanHorn reported that we have 410 current members that includes Lifetime members. There are members that fall off due to expiration and some that renew membership, this is continually changing. There will be new members coming on from the DTE TtT as part of the DTE contract, which was negotiated, and current members that went thru the DTE TtT will be getting 1-year extensions. We have seven groups of 10 or more now in the association. Discussion Held.

Public Relations and Conference Advertising (Silva/ Carroll/Parker/Dornbush)

Member at Large Dornbush reported that it was brought up to Thea to develop a new Instructor Association Informative Presentation. Something that is short and sweet about our benefits with visuals or a PowerPoint or whatever your presentation media of choice is. Something that any board member can take and speak to a group or organization about the Michigan Fire Instructors Association and what it is about. Something from a commercial info graph highlighting the association. Give Thea some suggestions of feedback about what they think of the idea. Get a list of talking topics. Discussion Held.

Education/Research/Development (Dornbush/Cleveland/Hubbard):

Dornbush reported that the Instructor 1 instructor update, one coming up in ten days, there were 48 and Thea thought it was highly effective. The state has created their own PowerPoint, so you do not go to Jones and Bartlett for a can presentation. The state has a specific presentation they want you using for this class. This is a fun class and not as demanding as the old version. You must have Fire Fighter certificate and a member of a department for 3 years to take the Instructor 1 course. Discussion held.

Special Committees

Deward Beeler Scholarship (Parker/Dornbush/Dean/Vaught)

Member at Large Parker had nothing to report. Discussion held.

Joint Council (Wlosinski/Carroll)

Wlosinski reported he has nothing to report on right now. Discussion held.

Fire Fighter Training Council (Blomstrom)

Blomstrom reported that the Council are meeting this week. A reminder from the Fire Marshall NFIRS are due the 15th of each month so it can be posted on the 22nd online for compliance. We as instructors should be checking monthly for our classes to ensure individuals are compliant. The course managers responsibility is to check throughout the course for compliance. TJ works in the bureau 7 – 11 or 8 – 12 every morning then goes to tank division. FM has posted TJ's position however there is a discrepancy in the civil service description as to what TJ used to do and the new civil service description. Things have changed since TJ was hired and now, they are trying to fit the position into the right description. FM stated he is not grooming anyone or has anybody in line for this position. Certification specialist position has not been touched yet because they want to fill TJ's position first. Rules are ongoing. Asked about NFA class call, there are going to be 6 classes that will be released. MFSIA we will get the Upper Peninsula, Lower peninsula where they will be scattered around. Also, there are \$10,000 grants out there for new NFA classes that were rolled out. Not just the 3 Leadership & Supervision classes, the new ISO, and Training Operations of Firefighters. 10 new classes that is 20 venues. They are going to do 1 up north and 1 down south for each of those classes plus the 6 that are picked through NFA. Discussion held.

Curriculum Committee (Wlosinski/Blomstrom)

VP Blomstrom stated they met in January and finished the Instructor 1 assignment, Waiting for next assignment, not sure if Drivers Ed or Fire Officer 1. Discussion Held.

Coalition (Bigger/Blomstrom/)

Pres. Bigger reported that they are meeting next week. Talked about the Facebook slam aimed at the Governor and Fire Marshall from one of the Coalition members. The cancer presumption

bill, they have a couple legislators that are willing to go forward working on funding and extending to all Firefighters in the State. Discussion held.

Public Assemblage Ad Hoc (Cleveland /Cousins)

West VP Cleveland stated it has not resurfaced or move forward in the legislature.

Reports/Communications

Upper Peninsula Vice President Vaught

The Instructor 1 program right now we got the first weekend done It is organized a lot better they are using the Jones and Bartlett. He has had great reviews on it so far, he is waiting for the next weekend brings. March 14th they are doing the ISFSI Understanding Basement Fires and attempting to get the EUP Fire Conference going again.

West Vice President Cleveland

He will be starting one of the new Instructor 1's in four weeks from now. They did get a grant for Engine/Truck Company Operations Course.

East Vice President Wilson

No report

South Vice President Wlosinski

No report

North Vice President Silva

No report

Treasurer Dean

No report

Secretary VanHorn

No report

Executive Vice-President Blomstrom

Contacted McNeil about updating the Drivers Ed Course so we can update the new test. The NFA class that was taught in Greenville we had 26 students. As you pickup a venue please forward them out to everyone.

President Bigger

Our new folders are done. Anytime you do classes hand them out. Decker and Provident worked on and came out with a liability plan that covers other Fire associations or organized fire or County groups. 1Million dollars per occurrence, 3 Million dollars per year. This does not include membership to MFSIA because each instructor need more coverage and you still need to be a member of the MFSIA Association. Talk to Brian as he currently has one through Decker Ins. When we go to the UP, we need to get reservations and plan on meeting for dinner on Friday night. Talk to Alan Styles wife Beth Robinson about organizing something for the wives at the conference, we will not have anything to do with it.

Old Business

None

New Business

Chris came up with possibly compensating Rick VanHorn for the DTE project because of all the work he currently is doing for the DTE classes. Gave some background of the DTE program. Out of the meeting of TtT classes the Fire Marshall wants 100 classes to be done by the end of March. We currently have 62 classes entered in SMOKE. Rick is the Course

Manager for all the DTE classes, and I must organize and promote the DTE classes through out the 13 counties in the East of Michigan, from the thumb to Detroit. Unsure of how many Fire Depts there are in those 13 counties, but I am tasked to get all fire depts with this class. The project included Keystone with producing the program with the State Fire Marshall and have made thumb drives and binders for the Instructors that have gone through the DTE Train the Trainer class. All the bills have been sent from Keystone to DTE for payment. I will be paying the instructors that teach outside of their department \$150.00 for each class taught within the parameter's set by DTE and MFSIA. Don stated that we have other areas and power companies to do the same thing. Kind of the feeling there is going to be more that is coming with DTE2.0. (Solar, Windmill)
VP Cleveland made a motion to compensate Rick at \$25.00 per class registered from the start of the project, Blomstrom second for discussion. Motion made from VP Cleveland that the MFSIA will compensate Rick for each class registered in SMOKE for the DTE project. VP Blomstrom seconded. Discussion held. (Passed by all.)

Treasurer Dean stated that the payments also stated with the DTE project be considered a regular occurring expense, so we are not in violation of 7.13 of our bylaws about expenses over \$1500.00. VP Cleveland so moved and Member at Large Hubbard second. Discussion (Passed by All).

VP Cleveland made a motion that anything reimbursable expense for DTE Project to be a recurring expense out of the money from DTE project. So, we are not dipping into our funds of the Organization. Second by Hubbard (Passed by all)

Pres. Bigger brought up that we may want to have a certified audit firm due the audit. Discussion held.

Motion by Hubbard to hire an audit firm not to exceed \$1800.00 to do a reconciliation of books and financial review for the association that will be forwarded to the audit committee and funded out of the DTE funds. Findings will be reported back to the Bord of Directors at the next meeting. Second by VanHorn. Discussion Held (Passed by All)

Next Meeting Location.

April 10, 2020
Lunch @ 11:00 AM
Meeting @12:00AM
Winter Inn
100 N. Lafayette
Greenville, MI 48838

Good of the Order

None

Adjournment

Motion to adjourn (Blomstrom/Cleveland). Motion Passed
Meeting adjourned at 1610

Respectfully Submitted,
Secretary Rick VanHorn