

 MN Fire Chiefs - October 21 2015 Meeting Minutes

**Present:**

President Bill Mund, Vice President Wayne Kewitsch, Past President Randy Polzin, Region 1 Jeff Anderson, Region 2 Bruce Roed, Region 3 Bob Brown, Region 4 Mark Hovland, Region 6 Bill Thoennes, Region 7 Tom Miller (alternate), Region 8 John Berg, Region 10 Jay Wood, Region 11 Dale Specken, Region 12 Gary Conrath, Region 13 Jared Rozeboom, Region 14 Tim Pohlman, Region 15 Steve Jurrens, State Fire Marshal Bruce West, Parliamentarian Ulie Seal, DNR Tim Oland, HSEM Kevin Reed, Great Lakes Director George Esbensen, St. Paul Fire Tim Butler, Minneapolis Fire John Fruetel, Duluth Fire Acting Chief Eric Simonson, Editor Jena Noah, Agents/Executive Directors Theresa Zikmund & Nyle Zikmund,

**Not in Attendance:**

Region 6 Chip Lohmiller, Region 9 (vacant), Rochester Fire Greg Martin

**Guests:**

MBFTE Executive Director Steve Flaherty, St. Louis Park Deputy Chief John Wolff

**President Mund called the meeting to order at 11:00 am.**

**Item 2. Approval of Minutes:**

Motion by Thoennes, second be Anderson to approve minutes. Motion passed. Thoennes.

**Item 3. Consent Agenda:**

Motion by Roed, second by Conrath to approve the consent agenda. Motion passed.

**Item 4. Finance Committee Report:**

Chair Brown reviewed 2014 year end and presented proposed budget for 2016. Motion by Polzin, second by Hovland to accept Finance Committee report and 2016 proposed budget.. Motion passed.

Chair Brown presented/reviewed the 2014 Audit. Discussion - West - funding on web page and database without board approval. We need to do a better job. Discussed and need to make sure it does not happen again as significant dollars were spent. Polzin commented that we did put policy in place and stressed that board needs to be more diligent and follow thru as there was no record in minutes that expenditure was approved. West – we need to do things correctly.

President Mund reviewed bylaws audit policy, every 3 years but we delayed one year given ED Transition. Motion to approve 2014 Audit by John Berg, second by Tom Miller. Motion approved.

Chair Brown presented amendment to policy #206. Discussion on who is a member and what information we share. First step is we go thru the finance chair. Discussion on imposing a fee. Polzin had concerns about requesting data. Motion by Anderson and add #5 that reasonable fees will be charged, also delineate member or non-member so anyone can request (shall read - requests for reports shall be sent to the Finance Committee Chair), second by Butler. West stated non-profits only need to provide access, do not have to give copies. Motion carries.

**Item 5. OLD BUSINESS**

**Item 5a. Update on Plan by Strategic:**

Theresa provided update on Strategic Plan. Currently formulating thoughts on plan, but still need additional input and feedback. On track to deliver draft at January board meeting and do the 7 S input before we finished.

Key learnings from data to date;

1. Demographics - not only is recruitment group nationally shrinking, in Minnesota it is also declining.
2. Incorporate Safety into training but will increase training hours and increase will impact.
3. Next generation of chiefs, as this generation retires we are running out of trained individuals to fill those positions.

What are our we/members thinking;

1. Officer training and officer recruitment - expanding the training we have. All data supports need and doing. Also duplicating part of the fall conference. Consider partnering with adjacent states. They are not putting on same programs as we do.
2. Might have to look at on-site officer training. Look at blended courses with our partners on officer. - MSFCA has to take lead. Consider partial on-line and then in person at chiefs conference. Could take time. MBFTE has leadership program, has limited funds, possibly expand on that. Can be a marketing tool to add to our conference. Current programs are best for current chiefs, need to expand.
3. If starting out new, we need to do more. We can partner with others.
4. Discuss conference being great network or mentoring, look at formal mentoring program like Mentium and what that might look like. Might be a board member assigned and meet monthly via phone or in -person and then on some regular basis get face to face; could go one or two years; provide some process and options. MSFCA would be great to house that.
5. What is the FD going to look like in the future. Need some type of program to educate policy makers on what the real cost of FD's is. We need to work on that.
6. North Star Women's looking to become first section. Opportunity to incorporate them, and we need to be very careful that we integrate as that will provide the model/example.
7. Opportunity - first year of new web site and online registration. Need to look at how we can leverage the online and interface features of web page.
8. Incorporate ethics into policies, how to go forward. Get this group to work together but how do we work with others so we set an example.

Next Steps;

1. Looking for information on EMS response, need to incorporate more into the plan.
2. Wanted to get a survey of membership, plan on doing in next 4 to 6 weeks.
3. Also, we have been putting together strategic plans for each committee. Those plans will become part of the LG plan, want to get the results back to those committees. Those that are done will be shared with them first then the board.
4. Immediate states are done, may expand to others - if you have input on other states please advise Theresa. New board members please reach. New chiefs coming from outside state is opportunity to interview.

Feedback from Board members

Roed - NFA has two initiatives; the management officer program for company level officers, requires 3 prerequisite. We need to look at a comprehensive program. Also Chief Officer Program - died but could resurrect it. Have $20,000 grant. There is potential there for others.

Mund - all training, IAFC, MBFTE, we need to accept their credentials, if that meets the requirements, build on that synergy.

Flaherty - Is tracking type of departments, in future they will be able to provide data on what types of departments there are.

**Item 5 b. Spring Retreat RFP:**

RFP for Spring Retreat - Motion by Esbensen, second by Specken to table until January. FSC to follow up on Arrowwood cost. Motion passed.

**Item 5c. Fall Conference RFP:**

RFP for Conference - Butler gave report on memo. Recommendation to obtain vendor and member feedback. Discussion on venues. Questions on pro forma, get more feedback.

**Item 5d.** Director Hovland gave update on 2016 Spring Officer School. Planning underway and working on Super Bowl theme events.

**Item 5e. Bylaws/Elections Report:**

Chair Bloomington Fire Chief Ulie Seal presented results. See PowerPoint. Ulie to send comments submitted to vendor out to board

**Item 5 f. Section Policy:**

Theresa updated members on status of Sections with North Star Women’s Association and fact the Executive Committee was meeting with members of FITOAM Board Thursday morning. Policy #1000 Motion by Polzin, second by Specken for final approval. Motion passes.

**Item 5g. Advocacy Fund:**

Policy #207 Motion by Polzin, second by Esbensen to adopt Policy #207. Motion passes

**Items 5h and 5l. LODD and Serious Injury Policy:**

Policy #109 - Motion by Rozeboom, second by West. Esbensen asked changed killed to died. Discussion, Butler thinks we should provide flowers to all Miller offers amends that all LODD receive same benefit, second by Berg. Amendment passes. Motion passes.

Introductions. Chief Simonson shared information on free blankets.

Item 6. NEW BUSINNESS

**Item 6a. Investment Account:**

Parr McKnight presentation from Brian McKnight and John Rudi. History - difference on asset allocation, settled on balanced account. Good to take temperature of the board, asked Board to provide feedback. They call this procedural prudence, it gets the buy-in from the board so they cannot question the why. The respondents said the time horizon is long in nature. Average of all results that for our equity allocation we should have 50% to 70%. Handout provided. Second handout provides the impact of that decision and shows how asset classes can change from year. Opposite side has pie charts showing full equities to full fixed incomes historical return rates.

These charts can help set your portfolio as they show the impact of each asset allocation. Brian recommends keeping allocation around 60% stocks and 40% bonds - if funds are going to stay the same - no money in or money out. Current allocation is 60% - 40%, last year was 50% - 50%.

Brian also recommended that we should not invest any funds we plan on spending, rather we should keep those assets in cash.

Esbensen asked what the 2014 return was? Brian stated that it was 1%. Brian explained combination of cash holdings and international. Cash was no return, stocks were held in International which lost money; 15% was international of which 10% was domestic and 5% was emerging. Going forward will be 60/40 with 10% of fixed in cash and rest is in bonds. Stocks will be 40% large cap, 35% will be S & P stocks and 15% will be emerging.

Motion by Anderson, second by Conrath that asset allocation be 60% stocks and 40% bonds. Motion passes

**Item 6b. MFSCB President**

St. Cloud Fire Chief Dean Wrobbel gave a presentation regarding status and future of the Minnesota Fire Serivce Certification Board.

**Item 6c. Editors Contract:**

VP Kewitsch presented contract. Detailed duties, increase of $100 a month in health care, 3% on wages with opening on both in 2017. Motion by Butler, second by West. West thanked Kewitsch for calling meeting and expressed praise for Editor Noah and the job she is doing. Motion passed.

**Item 6d. Partnership ESCI:**

Lane Lintermute; introduced ESCI and what they do. Presented proposals. ESCI would provide educational sessions, they would participate at vendors show, provide a quarterly article. Association would send letter announcing partnership refer members, and provide booth space at conference. Authorize use of logo. Esbensen asked what other states; Washington, this is a beta test, Colorado being pitched, they are somewhat in transition; new leadership and looking at outreach. E - Gross revenues in MN last three years. May have done about $100,000 a year. Does not apply to just to grant program. Discount only comes thru program. George expressed concern regarding appearance of being on shared services grant committee and then we get money back if we refer. Wood - of the 1.5% would FSC get any? N. Zikmund – No, FSC did not recruit; rather ESCI reached out to MSFCA.

**Item 6e. Field Officer Guide Funding:**

Introduction and discussion. SFM and HSEM agree the FOG is a very important guide and would want to partner with MSFCA. Seal - suggested we carefully craft our funding approach and plan. West announced that the $2.5 million removed last year has been returned due to state finances. Thus, there is a one-time $2.5 million sitting in the account as there is money available. West recommends a proposal be made to the FSAC. No motion needed, Seal will carry message to Emergency Management Committee

**Item 6f. Vendor Packages:**
Presented by FSC, needs some final changes. Motion by Butler, second by Kewitsch to empower Executive Committee to adopt final threshold levels and details. Motion passed

**Item 6g. 2016 &2017 Calendar**

Confirmed 2016 dates and tabled discussion on 2017 dates.

**Item 6h. Lifetime Memberships:**

Motion by Butler and second Mund to approve Lifetime Membership for John Taylor. Motion passes.

Motion by Polzin, second by Butler to approve Lifetime Membership for Bill Mund. Motion passes.

**Item 7. Regional Reports**

Submitted in writing and;

Region Reports - Region 12 meeting in November, none of the other associations

Region 13 - Quick/short meeting 45 minutes. Selected replacement for Jeff, suggested Jeff Bengston. Both are member of association.

Region 6 - Had legislative night. Congressman Tom Emmer, Senators Michelle Fischbach and Bill Ingebrigsten and Representatives Jeff Howe and Mary Franson.

Region 2 - Gary Larson was going to come but had death in the family.

**Item 8. SFM Report:**

Marshal West submitted written report and provided updated on code process.

**Item 9. Agency Reports:**

MBFTE - Executive Director Flaherty submitted a written report and highlighted that E-Licensing is live, chiefs will get email along with the license holder. Chief has to acknowledge hours of training and employment. Reimbursements went up to 618 departments this year and goal it to get to 700. Appreciate regional partners on that help. Have had over 70 agencies for rail and pipeline training. Fire service leadership, will be acknowledge first group of students at Awards Banquet and they have a waiting list now. Feedback has been great.

DNR - report by Tim Oland, Mund thanked Oland for assistance on drone issues.

**Item 10. HSEM Report**

HSEM - Kevin Reed distributed map showing departments trained on rail oil ops. Training ongoing. Internship program going on at HSEM. There is going to be a change in the EM certification system. Adding other tracks. May have deputy director in near future.

**Item 11. Good of the Order:**

1. Residential Sprinkler Resolution - Esbensen distributed resolution to demonstrate support by the MSFCA of DOLI and Governors advocacy. All associations were on conference call; MSFCA, MSFDA, MPFF, FMAM - Resolution shows association support/thanks for Governors and Commissioners support.

Motion by Butler, second Fruetel to adopt resolution - motion passed.

1. Presentation by John Wolfe; St. Louis Park Deputy Chief. Briefed board on Capstone Project for Humphrey Institute MPA students. Often quoted, downloaded weekly, work was well done and used a lot. Key findings 97.5% are non-career. Round two will be why? Why is Minnesota so low, we are not the most rural state. We rank 21st in population, is it policy driven, is it something else. They are also going to ask the question - does the staffing model drive differences in outcomes. They are in the middle of that. They are struggling with data. Three students; hope to have report by mid-November. Hope to have report to board.
2. Metro Chiefs Ethics Complaint - President Mund provided the board with information that during our election, the Metro Chiefs Association emailed their membership that they were launching an ethics complaint surrounding the mailing. Mund asked within two days of the email for additional information; who was the complaint against, who is making the allegation, is there a policy. He just recently received some information but is still waiting for MC Ethics Policy, which he has asked for 3 or 4 times. They have said there are 8 people with first-hand knowledge. They have appointed three investigators; Tony Paetznick of New Brighton, Mark Sitarz of St. Anthony, and Don Johnson of Chanhassen. Bill does not know who the 8 are; but knows that 6 are board members. Mund extremely disappointed in the lack of information that has not been sent. EC has discussed twice. Very frustrating. Mund - asked Chief Seal if this impacts our election.

Seal - It does not. Robert's Rules - only way you can question, is process. Point of order has to be raised at time of breach. Would have to have been done when the results were announced. Election was done and monitored by third party and as far as he is concerned the election results stand.

Mund does not know if anyone has been interviewed. Chief Prillaman has said the allegations have been made on behalf of the Metro Chiefs Board. Question has been raised - do our members deserve with representation.

Butler asked if the Elections/Bylaws committee has received any complaints, Chief Seal stated no.

Brown - if board members are named, do they need legal representation? Bill - not sure, he is retired. He has shared his opinion with Chief Prillaman but does not know who the targets are, not knowing he would be reluctant to sit down with an investigator.

Seal commented that this is just another association, they have no power over MSFCA, there is no complaint. This is one association complaining about another.

Wood stated that the truth is easy to remember. If we have done nothing wrong, we have nothing to hide.

Mund- everyone has rights, not knowing who or what, do not know motives, story keeps changing, especially in material areas. Our rights are privileged and we need to honor that.

1. GLD - Announced Laura McCarthy as the GLD ICC rep. Some diversity, Seal commented on Esbensen comment about being doughy

**Item 12 Adjournment:**

Motion to adjourn by Fruetel, second by Pohlman. Meeting adjourned at 4:23 PM