



Mike Mackey, Fire Chief

CITY OF LANSING BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST., LANSING MI 48933

(517) 483-4200 | LANSINGMI.GOV



Andy Schor, Mayor

REGULAR MONTHLY MEETING MINUTES

WEDNESDAY, JANUARY 8, 2020 | 5:30 PM | STA 1 – 120 E. SHIAWASSEE ST. - COMMUNITY ROOM

1. Call to Order – Establish Quorum Present: David Keeney, Gina Nelson, Steve Purchase, Rodney Singleton, Wyatt Ludman
2. Request for Commissioners to be Excused: N/A
3. Additions to Agenda: No comment
4. Approval of Minutes: December | A motion was made by Commissioner Singleton and supported by Commissioner Keeney to approve the December minutes as written. Motion carried with a unanimous vote.
5. Public Comment – Agenda Items (Time Limit: 3 Minutes): No comments
6. Review Communications
 - 6.1. Thank you letter from Unity Spiritual Center – Fire Response
 - 6.2. Thank you letter from TRIAD – No Senior Without Christmas - participation
7. Comments from Chair
 - 7.1. Annual report – sent to Chief Mackey for editing
8. Educational Presentations: none
9. Fire Administration Report
 - 9.1. Hiring Process Update: 85 applicants FF/PM 43 FF Trainee
 - 9.2. Retirements: DFO Ellen Vogt December 18, BC Eric Weber December 26, FM Marshaun Blake January 17
 - 9.3. Promotions:
 - 9.3.1. December 27, 2019: Terry Isra’el, Battalion Chief – David Barber, Captain – Charlie Stadt, Engineer
 - 9.3.2. January 18, 2020: Mauricio Barrera, Fire Marshal
 - 9.4. Fire Marshal Division Update –Inspector Mauricio Barrera - Chief Mackey reported that Inspector Barrera will be promoted to Fire Marshal position upon Marshaun Blake’s retirement. Inspector Barrera spoke on the Fire Marshal report he submitted to the board. Chair Purchase noted the Fire Marshals role in the budget prep for the next budget year.
 - 9.4.1. Wyatt asked about the LSD program. Barrera reported that currently we are in the schools once a year but are looking at ways to increase our presence in the schools. Hoping to send inspectors to training for youth fire programs. Discussion regarding resources utilized and types of training provided. Currently updating training and looking for more up to date education training resources. There is a regional smoke house that has been used at the Fire Prevention Open Houses. Purchase suggested having a coloring contest for the schools that is judged at the Open House.
 - 9.4.2. Question regarding the inspection requirement of EHS sites. Tobin explained the process between state and local authority. Best practice is every 3 years (state inspects yearly). There are about 110 sites in the City of Lansing. New software will speed up the process. Will implement sectors for specific inspectors and create an ongoing inspection schedule and process. Wyatt asked about the inspection quota per day. Discussion.

<u>FIRE COMMISSIONERS</u>	
1 ST WARD	VACANT
2 ND WARD	DAVID KEENEY
3 RD WARD	VACANT
4 TH WARD	GINA NELSON – VICE CHAIR
AT-LARGE	VACANT
AT-LARGE	STEVE PURCHASE - CHAIR
AT-LARGE	RODNEY SINGLETON
AT-LARGE	WYATT LUDMAN

- 9.5. Department Statistics – Chief David Odom: Chief Mackey commented on the annual stat numbers....call volume is up about 4%. Chief Odom commented on the report of call volumes for the calendar year. Chair Purchase commented that LFD EMS response is among the highest call volume in the country. These stats will assist in future budget prep. Wyatt asked for a breakdown on the Opioid calls. Tobin said those calls have stabilized (about 20 additional compared to last year), which is a small percentage of our call volume.
- 9.6. ML King Luncheon LFD Table: 3 tickets reserved for Gina Nelson, Rodney Singleton, Steve Purchase
- 9.7. Asst. Chief Robinson gave an update on the new AOG policies. The committee is reviewing the discipline policy on January 9, 2019. Will be on the Agenda for Board review at the February meeting
- 9.8. Asst. Chief Tobin commented that Ralph Ortiz accepted the EMS Ops chief position effective Jan 20, 2020.
- 9.9. Acting DFO - Wes Demps gave a Finance update. Chair Purchase is looking for the break-even point on the wear and tear on the equip and costs associated. Robinson reported the check it program will track the reporting and costs associated with fleet. Discussed fleet service years, call volume, climate to prepare for long term maintenance and replacement schedules.

10. Committee Reports - none

11. Old Business

11.1. Annual Report

12. New Business - none

13. Commissioner Comments

13.1. Wyatt Ludman commented regarding car accident on Shiawassee/Cedar a few weeks ago. Question regarding assault on FF/EMT/MEDIC. Chief Tobin reported that simple assaults occur at rate of about 4-6 per month. Seems to be increasing. Working on a reporting process to track assaults. In some areas FF's are wearing body cameras. It is a national increase. Discussion.

13.2. Gina apologized for her late arrival.

14. Public Comment – On any matter (Time Limit: 3 minutes): none

15. Adjournment : Meeting adjourned at 6:36 PM.

Minutes Approved on February 12, 2020 by Unanimous Vote:

 Recoverable Signature

X *Patti Starnes*

Patti Starnes

Fire Commission Secretary, LFD Administrative...

Signed by: 7e8fa6ce-0e86-4fe9-8b7a-cbe0484832c1