



CITY OF LANSING | FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST. | LANSING, MI 48933

517-483-4200

LANSINGMI.GOV/FIRE



Brian E. Sturdivant, Fire Chief

Andy Schor, Mayor

REGULAR MONTHLY MEETING AGENDA

WEDNESDAY, SEPTEMBER 10TH 2025 | 5:30 PM |

STATION #8 - 815 MARSHALL STREET | LANSING, MI

1. Call to Order at 5:35 pm

- Chair Lawrence requested some hard copies of documents sent via email, so everyone has access to a copy.
- Present: Barbara Lawrence, Steve Purchase, Jon Scott, Charles Willis, Krishna Singh

Jerrold LaRue – 5:39

- Assistant Chief Edwards-Clemons, From the City Attorney’s Office, Brandon Waddell, and Elizabeth Krochmalny
- One guest – Ben, potential recruit.

Fire Commissioners

1 st Ward	Barbara Lawrence, Chair
2 nd Ward	Jerrold LaRue
3 rd Ward	Vacant
4 th Ward	Gina Nelson
At Large	Steve Purchase
At Large	Jon Scott
At Large	Charles Willis
At Large	Krishna Singh, Vice Chair

2. Additions to Agenda

- None

3. Approval of Minutes

August 13th Minutes to be approved

- Chair Lawrence requested a motion to approve the meeting minutes from August 13th.
- Commissioner Library
- Commissioner Purchase seconded the motion.
- The majority voted in favor of approving the meeting minutes, as is, from August 13th

4. Public Comment – Agenda Items (time limit: 3 minutes)

- Ben, a potential recruit, came to the meeting. They shared that they are very interested in joining the best fire station in the State and love what Chief Sturdivant is doing with his department.

5. Review Communications

- None

6. Comments from Chair

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- Chair Lawrence appreciates the newsletter paying their respect to FF Dennis Rodeman. They asked to observe a moment of silence for the 10th Anniversary of the passing of Dennis Rodeman. We think about those who have passed, especially on the cusp of 9/11.
- Chair Lawrence expresses her appreciation for the Training Division and all that they do. The graduation of 18 new firefighters was well-organized. They note, it was amazing to see their joy, along with their families.
- Overall, Chair Lawrence feels the future of The Lansing Fire Department is bright.

7. Presentations – EMS Chief Lack

- EMS Chief Loy Lack gave an update and overview of what the EMS Division does.
- He has been with LFD since 2001. Starting as a Chaplain from 2001 to 2006, I was then hired as a firefighter and subsequently held many other positions.
- EMS covers many aspects of the fire department. This division is made up of Chief Loy, Captain James Peters, and Captain Ryan Lai.
- Last 90 days – almost 5000 runs. Mutual aid – 98 and received 97
- 80% of what we do is EMS. 4000 runs over the last 90 days. bb
- 10 rigs, 5 in service. Purchase of 2 new ambulances. 2 sent off to re chassis
- Commissioner Purchase asked about the cost difference between recharging and purchasing a brand-new ambulance

Chief Lack did not know the exact number. He says Carl said that recharge 3x is more cost-effective than buying a new ambulance

- Medic Units 421 and 411 make up 40% of our runs, with Medic Unit 46 running the least – completing 18% of runs.
- Current Staffing

A Shift – 16 paramedics, 22 medics

B Shift – 15 paramedics, 25 medics

C Shift – 15 paramedics, 23 medics

We hope to provide some relief to the paramedics soon by adding more personnel.

- Commissioner Purchase asked if 1 medic and 1 paramedic go for each run

Chief Lack said this is correct. We have fewer paramedics, resulting in them going on more runs.

- The BLS Rig has been approved. Michigan has approved the protocol, but it is on hold with us.
- Commissioner Willis asked why the BLS rig was on hold and explained they were excited to hear they would be adding it to the fleet. Disappointed that it is now on hold.

Chief Lack explained that there are a lot of moving parts in the department, so we will revisit the BLS rig and put it into service. Dispatch was ready to start dispatching on September 1st. It's on our end

that we have not put it into service. Once we do get the BLS unit, we can easily turn it into ALS transport, if needed.

- 25% of EMS runs result in “no patient found” or patient refusal.
- The EMS division oversees all the billing in the department.

Since July (start of fiscal year), we have billed for 3000 runs. Since January, 15,000 have been billed.

We have collected \$1.16m since the beginning of the fiscal year, and over the last 12 months - \$5.5m

We currently have \$5.57m out to be collected

- Commissioner Willis asked who does the billing

Chief Lack explained that the EMS Division oversees the billing and sends it over to EMC. 70% of billings go to Medicare and Medicaid. Medicare will decide how much of the bill it will pay.

Commissioner Purchase asked if the remaining balance of what Medicare pays, in the collections, or does that bill mirror what they will pay, cancelling out the remaining balance.

Chief Lack says they would pay the bill, and the remainder would be dissolved from the collections.

- Commissioner Willis asked what about the “regular” and “younger” people who get hurt

Chief Lack said they have a payer mix. About 25% of the patients cared for have Blue Cross Blue Shield. Most patients do not have insurance or have Medicare/Medicaid.

- Staffing – We have 9 EMTs, gaining Medic License. We are ensuring they are road-ready. We are looking for them to meet our standard of a 4 (1-7 scale) to be deemed road-ready. They have all gone through the LCC Program.

Chair Lawrence asked how many hours they need in the field

Chief Lack responded that it will take at least 3 months to get through the needed training.

- We currently have –

1 Student – Internship at Ascension. It will take a month and a half to complete.

14 current EMTs – Should be entering our field program in a year.

2 Students – Enrolled with Dorsey. They will be done by December.

- Ground Transport Bill – HB5695 – recoup money for legit expenses when providing care to Medicare patients. Waiting for the decision from the State of Michigan for the breakdown on how we will recoup the money.
- Community Risk Reduction

Car Seat Inspection program – We have 9 Employees trained to inspect car seats.

Free car seats for those who qualify

- Chair Lawrence asked how we are advertising our car seat installation, and that we have some available

Chief Lack said this has been an issue. We have had 2 car seat rodeos where 6 people came out to get their car seats inspected. Most are looking for help installing a car seat as soon as they have a baby.

- Commissioner Purchase suggested offering the classes to Sparrow to incorporate into their New Parent Classes

“Safe Sleep” program - If a crew notices a baby with no crib, we have pack-and-plays we can offer to the family, free of charge. They are supplied by the State of Michigan.

Narcan – We can give Narcan out and report it to the county. Since this is considered an epidemic, there are no HIPAA violations when relaying information to those who receive it. The county then reaches out with resources and help.

AED Machines – We are working to get AED machines all over the community. There are some in the city hall, Foster Community Center. The goal is to raise awareness for a heart safe community. These machines save lives. Having one in each patrol car would be beneficial.

- Chair Lawrence asked if there were any in the Lansing Library

Chief Lack says they do not currently have any. There is a discussion to get some in there, after the librarians have educated themselves on the machines.

- Commissioner Willis asked if there are any in schools, especially in the gyms and football fields, as those draw big crowds of all ages.

Chief Lack explained that the schools have many AED machines, and they are working with the schools to do CPR classes.

- Commissioner Purchase asked if the BLS rig was on hold due to administrative staffing

Chief Lack did not have a definitive answer, but he believes that is the delay. But we do still have the intention of adding the BLS rig to the fleet.

- Chair Lawrence let Chief Loy know we appreciate the work he and his captains do.

8. Administration Division Update – Administrative Division of Lansing Fire

Assistant Chief Edwards – Clemons provided the update on the administrative division for the department.

- Chief Sturdivant is still out of the office. Things are moving forward and operating as they should be.

- Smoke Alarm Blitz is Saturday, September 20th. In any area where there is a fire, we are responding with a Smoke Alarm Blitz to ensure all in the area have working smoke alarms
 - We are partnering with the Red Cross to get the smoke alarms
 - On September 20th, at Trinity AME (Holmes and Waverly), to do on-the-spot installs and place door hangers for those we do not encounter to let them know of our services.
 - This is the 3rd ward – but we suggest all come.
- We just completed the pinning for our Logistics Captain – Ryan Ueberroth.
- All administrative positions are filled, including two in interim positions – The Community resource officer and Administrative Specialist
- The Community Resource Officer created the newsletter that was sent to you and distributed through the fire department and the city.
 - We are putting suggestions directly from the form into the newsletter. We would like them to know they are seen and heard.
 - One suggestion was that we consider naming the training tower for Dennis Rodeman. Seeing so many suggestions for this has made an impact.
- On November 3rd – There will be a ribbon cutting at Station 2, to celebrate its opening
- FF J Odom is back to work and in paramedic school. Once done, he will be joining the crew as a paramedic.
 - Commissioner Purchase asked if his leave was advanced. Chief Edwards-Clemons will get clarity on that.
 - Chair Lawrence said it would be nice to know, in case this happens again, we have a “past practice”.
- For the Fire Prevention Month on October 18th, we will be having an open house at 4 pm.
 - We are partnering with the Red Cross and will provide smoke alarms, home safety, and escape plans. The Lansing Fire Department is appreciative of the help from them.
 - Prevention is also doing another smoke alarm blitz today – At Station 6 from 12 to 4p
- Sent all the policies we have, the other are procedures (7-8) we must review. Will get that to the Fire Board when complete.
 - Commissioner Purchase made sure everyone had access through the drop-box to the policies sent by the Board Secretary.
 - Policies should be reviewed every other year

- Chair Lawrence was able to decipher which policies we have already approved. We have approved 34 thus far. There was a discrepancy with April 2024 and what was reviewed – Commissioner Purchase clarified. They then went through policies needing review.
- Commissioner Purchase then explained, based on his understanding of the Charter, that they are responsible for reviewing the policies and administering the department. Typically, operations policies and not fire ground tactics. We are figuring out which ones are done, which ones need to be done, and deciphering which ones need to be done or not.
- There was discussion on how many need to be reviewed and how they will be breaking these down to ensure they are all reviewed promptly.
- Chair Lawrence questioned the process of how they receive the policies. Do they come to the board after the internal committee reviews
- Commissioner Purchase says, based on the charter, policies are to be adopted by between admin and the board, then become effective upon filing with the city clerk.
 - Question on social media policy – which policy is in effect? If there, hypothetically, is discipline around any policy, what policy is in effect and in effect properly based on the charter's parameters?
- Chair Lawrence says she will send Chief Edwards-Clemons the policies they have reviewed, to discuss them further to plot a path forward.
- Chief Edwards-Clemons gained understanding - after the legwork is done on the policies of Administration, it'll be brought to the board, filed with the clerk, and then made official.
- Commissioner Purchase agreed that this is accurate.
- Chief Edwards-Clemons asked if we are holding people accountable for policies, not through the process of approval, and we can hold them accountable. If we are holding these employees to the policies without proper approval, how liable are we?
- Waddell from the City Attorney's office says he believes they can still be held accountable. Will provide a longer answer at the next meeting.
- Commissioner Purchase reads Charter Policy 105.8 – The board shall establish administrative rules for the organization and overall administration of the fire department in consultation with the Chief of the fire department and the mayor. These administrative roles shall not be effectuated in accordance with section 5-105.8, which shall become effective once filed with the city clerk. The board shall approve rules and regulations for the conduct of the members of the department, with consultation with the Chief, Fire Department, and the mayor.
- Chair Lawrence says the polices have been in place for a while
- Commissioner Willis says some of these rules are outdated and have been around since he was

- Chair Lawrence asks for the next meeting for legal to have a clear answer on whether policies are enforceable if they have not gone through the approval process for the next meeting.
- Chief Edwards-Clemons thanks everyone for coming to the graduation and thank you for helping with the smoke alarm blitz on 9/20.
- Commissioner Willis asks when we expect Chief Sturdivant to return
 - Chief Edwards-Clemons explains all we know that he is out of the office. This is all we know about the situation. We are operating as if he is out of the office.
 - Commissioner Willis emphasizes that people in the community are asking, and they would like an answer.

9. Old Business

- None

10. New Business

- Complaint received by the Fire Board
- - Chair Lawrence requested we move to a closed session to discuss a matter involving personnel
 - Waddell approved this if all vote on a closed session.
 - Chief Edwards-Clemons asked if everyone would be excused from the closed session, besides the board. Commissioner Purchase says they will vote to keep you in; visitors will have to leave, but they can be invited back in.
 - Chair Lawrence entertained a motion to go into a closed session to discuss a complaint. Commissioner Scott seconded the motion. Called a vote, all were in favor.
 - Point of order from Commissioner Purchase – Asking legal, based on OMA, we must state which section of the OMA, there are 6 provisions resulting in a closed session. One is to review and consider suspension, discipline, hearing complaints, and charges brought against specific personnel evaluation – Only if the person asks for a closed hearing. We do not have a named person requesting a closed hearing.

To consult with its attorney regarding trial or settlement strategies for protection with pending litigation.

Commissioner Purchase does not believe we have cause for a closed session.

Commissioner Singh asks if the person making the complaint asked to be anonymous, if that would be cause for a closed session.

Commissioner Purchase explained that the request comes from the person the complaint is about, not the one making the complaint.

Chair Lawrence asks for clarification, since the charter directs the board to receive and resolve complaints. Commissioner Purchase explains that the charter requests us to establish a policy to receive and resolve complaints.

Branden Waddell says Commissioner Purchase's interpretation is correct.

Commissioner Singh says this seems detrimental to progress.

Chair Lawrence asks if she misinformed the guest to leave. Commissioner Purchase said no. We can close the "closed session and continue the conversation. The conversation will be included in the minutes in a high-level way, so the meeting minutes could say "discussed complaint."

Chair Lawrence asked Secretary Sydney if she understood. Sydney explained that the meeting is being recorded, and the meeting minutes will be accurate based on the recording – so keep "high levels" of conversation you'd like to see in the minutes.

Chair Lawrence removed the motion to move into a closed session. Commissioner Purchase seconded. The majority is in favor.

Chair Lawrence requested Commissioner Singh share the complaint he received – At 11 pm on August 31st, I received a text message. This included an Instagram video. I talked to him at about 7:30 am. They described the incident to me as being ashamed of the fire department. They requested that the board do a formal investigation into the video and remain completely anonymous, as they believe they will get in trouble for bringing this to light.

From the conversation, Commissioner Singh brought this to Chair Lawrence. From there, there was a discussion on this. He believes we all know what this is about. The one who made the complaint also noted to Commissioner Singh, the video posted is only a portion of what was filmed.

Commissioner LaRue asked if we had seen the whole thing. Commissioner Singh says the video they all saw involves a dormitory. Since then, there has been one involving the rooftop. Both are easily identified as being Station 41.

Chair Lawrence says after speaking with Commissioner Singh, she contacted Chief Sturdivant on September 3rd. Chief Sturdivant explained he will do a preliminary investigation and escalate the concern to human resources. He asked the name of the individual, but Chair Lawrence did not have it.

Chair Lawrence then reached out to commissioners to make them aware of the situation and the legal.

Commissioner Willis asks if she is going to reach out to an out-of-office chief when she receives a complaint.

Chair Lawrence explains she would call Edwards-Clemons moving forward, since Sturdivant is out of the office. She says Chief Sturdivant, being hired by the City, is entitled to privacy on his absence.

Commissioner Willis explains that there are a lot of questions surrounding Sturdivant's absence. P

Commissioner Purchase explains that all we know is out of the office. He is entitled to privacy. Under the charter, the mayor may only suspend the Fire Chief, then notify the board of Fire Commissioners of the reasoning for the suspension. The board would then meet and have a vote on whether this suspension will continue. If there were a suspension under the charter, we would have had to have been notified for it to be continued. Presuming the fire board hasn't been notified of a suspension, we can assume a suspension has not taken place.

Chair Lawrence notes they were contacted by the Mayor's Office to give the Fire Board a heads up that the story about the complaint would be run. That is it.

Commissioner Purchase went over the complaint policy. Currently, the complaint policy in Lexipol differs from the complaint policy that was adopted and part of the Fire Board's rules that were approved by the city council and the city attorney's office.

The Charter gives responsibility to establish the policy to handle and resolve complaints. Commissioner Purchase explains his view, the rules as they exist in rules and administrative procedure are the ones that should be followed. The process is "Receiving and Processing complaints against the Fire Department or any member of the Fire Department from any source." Mirrored by old LFD CG104-19. The board approved their policy and put it into rules so they would mirror each other.

Step one is intake – The complaint is routed to the Administrative Division Chief. They complete the complaint intake form. If unable to get to the administrative division chief, OR if doing so would escalate the complaint, the receiver shall complete the intake form and forward it to the administrative division chief within 4 hours of receiving the complaint.

IF the complaint is patient care, this goes to the appropriate battalion chief, division chief, or assistant chief immediately.

The complainant will receive acknowledgment of their complaint within 2 business days. Lansing Fire personnel shall always remain professional when interacting with the complainant. Complaints filed must include all the information necessary to complete the complaint intake form. Missing information must be obtained before routing complaints. If applicable, the complainant must provide a written complaint with supporting documentation to include in the complaint investigation.

Intake to the admin div chief, then logged in the electronic tracking database, then a copy is sent to IAFF 421.

Step Two - The Administrative Chief will route the complaint to the appropriate BC or div chief for investigation. If the complaint involves one of those (Battalion Chief, Assistant Chief, or Division Chief), then it will go to the next-level supervisor for investigation. Discussion regarding the chain of command in anonymous complaints against coworkers may be discussed with the union for guidance. The AC will return the completed file 14 days after receipt. Follow up in 30 days if not resolved by then. The party complaining will receive a notification in written format within 30 days

Admin provides the Fire Board with a summary of complaints received at the regular scheduled meetings. They can review complaint records to the extent allowed by the controlling statutes, with consideration of patient identifiers or confidential information.

It is up to the fire administration to do the investigation.

Commissioner Singh notes that no individual was listed in the complaint. So, he is unsure if the complaint policy would apply to the complaint discussed earlier.

Commissioner Purchases clarified that the policy speaks to complaints “against the department” or its members.

Commissioner Singh asks for clarification on the chain of command for the Fire Board is not through the chair, and it goes through the department admin officer.

Commissioner Purchase explains, complaints per the policy – if a complaint is received, it should go to the Administrative Division. Directly or through the Chair.

Chair Lawrence apologizes to Chief Edwards-Clemons for not following this policy.

Chief Edwards-Clemons requested a copy of the policy involving complaints.

Commissioner Singh expresses that the complaint policy feels “prohibitive”. He further explains that there is no anonymity or protection for citizens making a complaint against the fire department.

Chair Lawrence explains that a citizen could complain to a commissioner, and they bring it to the Administrative Division, without naming the citizen who made the complaint. Chair notes that there should be some training.

Commissioner Willis comments that the call should have been made to Chief Edwards-Clemons initially, instead of Chief Sturdivant.

Chair Lawrence requested that Commissioner Purchase review the policy regarding the Chief's suspension again.

Commissioner Purchase shares that section 4-303 of the Charter relates to disciplining a Chief.

Chair Lawrence comments that they would like clarity on where the Chief is. There are only a few options.

Commissioner LaRue asks if the mayor is aware of that section relating to disciplining a Chief. Waddell notes that the mayor, as well as the City Attorney, is aware of this provision in the Charter's Rules.

Commissioner Scott says he does not think we will be getting an answer today. Chief Sturdivant is out of the office, and that is the information that we have. It's not a great place to be, but it's the current situation. We should move on since we do not have an answer.

Commissioner Purchase says it feels that the Board is currently talking in circles around two issues – the status of Chief Sturdivant and the complaint. He asks, since we know the City and the department are aware of the circumstances involved in the complaint, as it was in the media, they ask if there is currently an open investigation regarding the complaint

Chief Edwards-Clemons informs the board that Human Resources is aware and actively handling the complaint.

Commissioner Scott asks if the investigation is only regarding the video

Commissioner Purchase says this is correct.

Chair Lawrence again emphasizes that the board needs training on complaints and media contact. They note that, after reviewing the Board policies discovered that they are mandated to have annual ethics training. The Board is currently out of compliance and will need to do the ethics training soon.

Commissioner Purchase suggests starting with the rules of administrative procedure, seeing as those are the first things the board reviews.

- Annual Report

Chair Lawrence thanks Commissioner Purchase for doing such a great job on the annual report each year. Chair Lawrence confirms with Commissioner Purchase that this is to go to the mayor's office by December 1st.

Commissioner Purchase confirms this is correct.

Chair Lawrence says the report will need to be written, reviewed by the board, and approved, then sent to the mayor. We have two more meetings to do this. Chair Lawrence requested that Commissioner Purchase and Commissioner Scott work on this. They both agree.

Commissioner Singh will be helping Chair Lawrence with the budget report.

Commissioner Purchase said he will be requesting information from Chief Odom. This is the same information each year. Asking board members if there is anything they'd like to include in the report, please send that to him or Commissioner Scott. This report also includes the complaints received by the department and how they were handled. Requests Chair Lawrence for her letter to put in the front.

Aiming to have a rough draft for the October meeting and will have the final draft at the November meeting.

11. Requests for Commissioners to be Excused

Chair Lawrence was contacted by Commissioner Lawrence to be excused from September's Fire Board Meeting.

Commissioner LaRue motioned for a vote

Commissioner Scott seconded

The majority is in favor of excusing Commissioner Nelson from September's Fire Board Meeting.

12. Commissioner Comments

- Commissioner Scott thought the Recruit Graduation was great. It was nice to see them hold their helmets and be so excited to join the Fire Department. It was a feel-good moment for everyone there, and he was happy to be a part of the celebration.
- Commissioner Purchase mentioned it was his first graduation missed and the 9/11 ceremony in years. He encourages those who haven't gone to go.

13. Public Comment (on any matter – speakers must state their name and address; time limit 3 minutes)

- None

14. General Order

- Chair Lawrence gives a reminder that October's meeting will be at Station 44. Give yourself time to get there due to construction and traffic.

15. Adjourn at 7:17 pm