



*Mayor, Virg Bernero
Fire Chief, Randy Talifarro*

CITY OF LANSING BOARD OF FIRE COMMISSIONERS

Lansing Fire Department
120 E. Shiawassee St. Lansing, MI 48933
517-483-4200, www.lansingfire.com



The Lansing Fire Board met in regular session on July 19, 2017 at 3708 Pleasant Grove Rd., Commission Chairperson Rodney Singleton called the meeting to order at 6:00 p.m.

COMMISSIONERS PRESENT: Betty Draher, David Keeney, Rodney Singleton, Alicia Banks, Gina Nelson, Wyatt Ludman

COMMISSIONERS EXCUSED: Frank Ferro, Yvonne Young-McConnell

COMMISSIONERS UNEXCUSED: none

OTHERS PRESENT: LFD Chief Randy Talifarro,; LFD Assist Chief Marc Tyler,; LFD Assist Chief Matt Jenkins,; LFD DSO Bruce Odom,; LFD DFO Ellen Vogt, Training Chief Teresa Robinson, LFD Admin Spec. Patti Starnes, Maintenance Secretary Rahila Kato,

ADDITIONS TO THE AGENDA: None

REVIEW/APPROVAL OF MINUTES: A motion was made by Commissioner Draher and supported by Commissioner Keeney to accept the April minutes as written. Motion carried with a unanimous vote.

REVIEW OF COMMUNICATIONS:

1. Training Newsletter

PRESENTATIONS:

Welcome new Fire Commissioners: Georgina "Gina" Nelson|4th Ward, Alicia Banks|At-Large, Wyatt Ludman|At-Large. Chief Talifarro welcomed the new commissioners and introduced the Fire Administration staff to the new commissioners. The new commissioners introduced themselves and each presented a brief summary of their experience, community involvement and interests. The current commissioners introduced themselves to the new commissioners and each presented their background, community involvement and interests. Fire Commission Chairperson Singleton gave a welcome speech to the new members.

ADMINISTRATIVE COMMENTS:

Department Update:

1. **LFD Technology:** Chief Talifarro commented on the department's technology platforms: Fire RMS, ESO, Target Solutions, BS&A, Qlik.
2. **Budget:** Chief Talifarro commented regarding the FY18 budget that has been adopted. The commissioners requested a copy of the approved FY 18 budget.
3. **Staffing levels -** Staff Officer Odom: current vacancies - 5 suppression personnel and 2 code enforcement personnel (currently in the hiring process for Code Enforcement and have 3 internal candidates). Hired: 2 P/T and 1 F/T Code Compliance clerks.
4. **Department Analyst position:** Chief Talifarro commented that a Fire Marshal position was added a few years ago and left vacant to reserve a slot for a future Department Analyst position. We are not sure which union the position will fall under. We may possibly proceed with a contract position for now while we are waiting for a decision to be made.
5. **Paramedic program:** Chief Talifarro/Staff Officer Odom -- LFD is in discussion with Lansing Community College to offer a Paramedic program to current LFD employees at a reduced cost of \$9,000 pp. Discussion took place regarding the proposed program. More info to come.
6. **City suite/Lugnut game night with Commissioners:** Chief Talifarro asked Patti Starnes to check on the availability of the City Suite.
7. **Two new ambulances:** Chief Talifarro - have been placed in service at a cost of approximately \$220,000 apiece, fully outfitted.
8. **New cots:** Chief Talifarro - are in service at a cost of approximately \$15,000 apiece.
9. **Men Making a Difference event:** Asst. Chief Marc Tyler commented on the event held at Benjamin Davis Park. A/Chief Tyler attended along with LFD crews. He was presented with an award to the LFD.
10. **Youth Leadership Academy:** Bruce Odom commented on the 2nd year of LFD participation in the Youth Leadership academy along with LPD, Boys & Girls Club and other agencies. The program targets youth age 13-16. It is a leadership program focusing on teamwork, CPR training, fire service, police service, water rescue, financial training and community service. Chief Tyler commented on the LFD recruitment team that was started four years ago. The department is now reaping the rewards from it. The Lansing Police Department granted Public Safety awards to the members of LFD participating in the academy.

- 11. Boys & Girls Club** annual Police and Fire pool tournament. A/Chief Tyler, DSO Odom and others from Fire & Police participated. It is a great way to interact with students in our community.
- 12. Fire Chief Conference in Charlotte, NC** – Chief Talifarro, Asst. Chief's Tyler and Jenkins will be attending the conference next week. Training Chief Robinson will be the Acting Fire Chief during their absence.
- 13. Commissioner support during special events.** Staff Officer Odom commented that the department will be asking the board for support of LFD special events such as: Fire Prevention Open House, Be a Tourist in Your Own Town and other events.
- 14. Coffee With the Crews** – Chief Talifarro is considering “coffee with the crews” at rotating stations. This could be a great way for the community to get to know their Firefighters, ask questions and give suggestions. More to come.
- 15. Ride Along with LFD** – Board members are welcome to ride along with the department. Contact Patti Starnes at 483-4564 if you are interested.

COMMITTEE REPORTS: None

OLD BUSINESS: None

NEW BUSINESS:

Chair/Vice-Chair Elections: DFO Ellen Vogt opened the floor for Chair and Vice-Chair nominations. Chairperson Singleton nominated Commissioner Draher as Vice-Chair and Commissioner Keeney seconded the nomination. Commissioner Banks nominated Commissioner Singleton as Chairperson and Commissioner Nelson seconded the nomination. A call was made for further nominations and none were given. A motion was made by Commissioner Nelson and supported by Commissioner Keeney to close the nominations. Chairperson Singleton called for a vote to elect Commissioner Singleton as Chairperson and Commissioner Draher as Vice-Chairperson. Motion carried with a unanimous vote to elect Rodney Singleton to Chairperson and Betty Draher to Vice-Chairperson for a term ending June 30th, 2018.

Discussed changing the committee meetings start time to 5:30 pm, with the regular meeting start time remaining the same at 6:00 p.m. Discussion followed. The commissioners agreed. Committee time start time will be 5:30 pm starting with the August committee meeting.

Committee Assignments were made:

Planning & Finance: Singleton, Ludman, Banks
Personnel: McConnell, Nelson, Banks
Buildings & Equipment: Singleton, Keeney, Draher

GENERAL ORDER:

Chief Talifarro asked Patti Starnes to add the Fire Marshall/Code Compliance office as a meeting location on the yearly Fire Commission Board meeting schedule.

Next meeting(s):

Wednesday, August 9 @ LFD Training facility | 3015 Alpha Access 48910

5:30 pm | PERSONELL COMMITTEE – McConnell, Nelson, Banks

6:00 pm | REGULAR MEETING

ADJOURNMENT

Meeting adjourned at 8 p.m.

Minutes Submitted by: Patti Starnes on August 9th 2017.

APPROVED BY THE CITY OF LANSING BOARD OF FIRE COMMISSIONERS ON: August 9th, 2017

12/7/2017

X *Patti Starnes*

Patti Starnes

Administrative Specialist

Signed by: Starnes, Patti