



Mike Mackey, Fire Chief

CITY OF LANSING

BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST., LANSING MI 48933
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Andy Schor, Mayor

LANSING FIRE COMMISSION MEETING MINUTES

WEDNESDAY, APRIL 10, 2019 | 5:30 PM | STA 6— 5135 PLEASANT GROVE RD./COMMUNITY ROOM

CALL TO ORDER: 5:30 PM

ROLL CALL:

PRESENT: BETTY DRAHER, DAVID KEENEY, YVONNE YOUNG-McCONNELL, GINA NELSON, FRANK FERRO, STEVE PURCHASE, RODNEY SINGLETON

REQUEST FOR COMMISSIONERS TO BE EXCUSED:

WYATT LUDMAN

ADDITIONS TO THE AGENDA: NONE

REVIEW/APPROVAL OF MINUTES:

DISCUSSION: COMMISSIONER PURCHASED REQUESTED AN AMENDMENT TO THE MINUTES AS FOLLOWS: UNDER GENERAL ORDER: A MOTION WAS MADE AND SUPPORTED TO MOVE THE MEETING TO A CLOSED SESSION. **ADD: MOTION CARRIED WITH A UNANIMOUS VOTE.** A MOTION WAS MADE BY COMMISSIONER DRAHER AND SUPPORTED BY COMMISSIONER FERRO TO APPROVE THE MARCH 2019 MINUTES WITH THE ABOVE NOTED AMENDMENT. **MOTION CARRIED WITH A UNANIMOUS VOTE.**

REVIEW OF COMMUNICATIONS

LFD SPECIAL EVENT PARTICIPATION LIST

TRAINING NEWSLETTER

PRESENTATIONS:

FY 20 Budget

1. Budget process was much faster than previous years. City Council reviewed on Monday. There are not many changes compared to last year's budget.
2. LFD was not approved to add 6 new firefighter positions.
3. Biggest areas of change:
 - a. Maint Alarm Budget – Uniforms up from \$50,000 to \$342,500 (includes 74 sets of new turnout gear)
 - b. Replace and upgrade our fire RMS system. In the process of looking at platforms that can incorporate inventory, inspections and other needs.
 - c. MDT's upgrade - new CAD will be IOS and Android compatible. Will utilize iPads at \$1100 per unit as opposed to \$5500 per unit. This is a significant upgrade to our technology.

- d. No changes to the fee schedule. We did not increase any fees.
 - e. The State charges new fees for ambulance service. However, due to higher Medicare/Medicaid reimbursement rates we should see an increase our ambulance revenue.
4. Commissioner Frank Ferro asked about gas/fuel costs. A/Chief Tobin reported that fuel costs are captured in the city garage budget. We pay the city garage and city IT dept. an amount every year for their services.
 5. Commissioner Steve Purchase asked about the funds from sale of parking ramp to use for vehicle replacement plan. Discussion.
 6. We did add 1 new line item. Tech Rescue Misc. Operating \$20,000. We are moving forward to build line items into our budget for our special ops teams. The teams were previously funded by grants that are no longer available. Next year we will look at adding a line item for water rescue.
 7. Commissioner Purchase asked if the board could advocate for any FD needs – Yes. Vehicles and Stations.
 8. Also received a \$30,000 allotment for two emergency sirens. Currently we have 33 sirens. Five of those were installed in 1958.
 9. Chief Mackey – Also commented that he will be looking at getting our station supply inventories up to date and create replacement schedules for items such as mattresses, chairs etc.

Commission Chair Singleton thanked the chiefs for their presentations and asked for any more comments or questions. None given or received.

Administrative Comments:

Chief Mike Mackey discussed the discipline policy and the need to establish a clear system/process to address discipline. He will be working with D. Odom/Union/command/staff on the new matrix guideline system. A process that takes the guesswork out of discipline and tracking. This will be a system where everything flows and is tracked. The policy needs to hold up in the courts/union etc. Commission Chair Singleton commented on the board being part of the discipline policy and process creation. Chief Mackey reported the Board would be involved by reviewing and commenting on the policy. Discussion.

DSO Dave Odom – Presented an update on the LFD run breakdown for the last 3 months (quarterly). According to trends, our runs have increased compared to the last 2 years. A/Chief Tobin commented on the call volume. Each ambulance averages 10.5 calls a day with the extra 5th ambulance.

Dave Keeney asked about the sixth ambulance. A/Chief Tobin commented that good documentation and reporting would substantiate the need for a sixth ambulance.

Crews arrived and introduced themselves to the Board.

Committee Reports:

Old Business:

FB Rules of Admin Procedure Update – discussion – left off with discussion regarding asking legal to review and comment on the rules update. Commissioner Steve Purchase suggested working in a committee to rewrite the procedure. It was decided to create an Administrative Rules review work group. The work group members are: Commission Chair Rodney Singleton, Commissioner Steve Purchase and Commissioner Gina

Nelson. The work group will reach out to the law dept. for assistance.

New Business:

Vote FY-20 Budget - Chairperson Singleton asked for discussion, comments and questions and none were brought forth. A motion was made by Commissioner Nelson and supported by Commissioner Ferro to approve the LFD 2020 budget. Motion passed with a unanimous vote approve the LFD 2020 budget. Commissioner Purchase reported that the board should draft and sign a letter of approval.

General Order:

1. Firefighter Memorial Service May 25 - Mt. Hope Cemetery – Commissioner Purchase volunteered to speak at this year’s memorial service on behalf of the board.
2. Lansing Ignite soccer team matches start this Saturday. The LFD Honor Guard will be presenting the flag for the inaugural match.
3. A/Chief Tobin thanked the Board for their support while he was Interim Fire chief. Commission Chair Singleton said he did a great job filling the gap and welcomed new LFD Fire Chief Mike Mackey.
4. Fire Board night Lugnut baseball game – City suite on July 17th.

Adjournment: A Motion to adjourn the meeting was made by Commissioner Ferro and Supported by Commissioner Purchase. Meeting adjourned at 7:00 p.m.

MINUTES SUBMITTED BY: PATTI STARNES, LFD ADMIN SPEC. ON JULY 10, 2019

APPROVED DATE: JULY 10, 2019

MEETINGS BEGIN AT 5:30 P.M.

JUNE 12, 2019	STATION 9 520 GLENDALE ST.
JULY 10, 2019	MAINTENANCE 3708 PLEASANT GROVE RD.
AUGUST 14, 2019	TRAINING 3015 ALPHA ACCESS OR SWOC
SEPTEMBER 11, 2019	STATION 8 - EOC 815 MARSHAL ST.
OCTOBER 9, 2019	STATION 6 – COMMUNITY ROOM 5135 PLEASANT GROVE RD.
NOVEMBER 13, 2019	STATION 4 – COMMUNITY ROOM 1435 E MILLER RD.
DECEMBER 11, 2019	STATION 1 – COMMUNITY ROOM 120 E. SHIAWASSEE ST.

FIRE COMMISSIONERS

1 ST WARD	BETTY DRAHER VICE-CHAIR
2 ND WARD	DAVID KEENEY
3 RD WARD	YVONNE YOUNG-McCONNELL
4 TH WARD	GEORGINA NELSON
AT-LARGE	FRANK FERRO
AT-LARGE	STEVE PURCHASE
AT-LARGE	RODNEY SINGLETON CHAIR
AT-LARGE	WYATT LUDMAN

COMMITTEES / MEET AS NEEDED

BLDG./EQUIP: SINGLETON, KEENEY, DRAHER
PLANNING/FINANCE: SINGLETON, LUDMAN, FERRO
PERSONNEL: McCONNELL, NELSON, FERRO