



Mike Mackey, Fire Chief

CITY OF LANSING

BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST., LANSING MI 48933

(517) 483-4200 | WWW.LANSINGFIRE.COM



Andy Schor, Mayor

REGULAR MONTHLY MEETING MINUTES

WEDNESDAY, SEPTEMBER 11, 2019 | 5:30 PM | EOC – 815 MARSHAL ST.

- I. Call to Order – Establishment of Quorum: Commissioner Chair Purchase called the meeting to order at 5:30 pm and asked for a roll call:
Present: David Keeney, Gina Nelson, Steve Purchase, Wyatt Ludman
Absent: Betty Draher, Rodney Singleton
- II. Request for Commissioners to be Excused: A Motion was made by Commissioner Nelson and Supported by Commissioner Ludman to excuse Commissioners Singleton and Draher from the September meeting. Motion carried with a unanimous vote.
- III. Additions to the Agenda: none
- IV. Approval of Minutes – After review of the minutes a Motion was made by Commissioner Nelson and Supported by Commissioner Ludman to accept the September minutes as written. Motion carried with a unanimous vote.
- V. Public Comment – Agenda Items (Time Limit: 3 minutes)
- VI. Review of Communications: none
- VII. Comments from the Chair: Stephen Purchase asked the board and LFD staff to join him in a Moment of Silence in honor and remembrance of September 11, 2001.
- VIII. Educational Presentations: none
- IX. Fire Administration Report:
Chief Mackey
 - a. Retirements: BC Shawn Deprez
 - b. Captain Mark Burger has officially accepted the Inspector position in the Fire Marshal division.
 - c. Approval for funds received for two new Rescues (ambulances) and one Engine.
 - d. Training facility: \$100,000 from the sale of the City parking ramp was allocated for the Training division move to SWOC. The SWOC location is currently under evaluation for rehab and cost. A/Chief Robinson briefed the board on the history of the training center plan. The location is great but the building may be too costly to repair.
 - e. Annual State of Michigan Agency License renewal audit and inspections are complete and we passed.

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Please contact Board Secretary, Patti Starnes if you cannot attend the meeting or, need special accommodations.

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- f. Discussed the ongoing issues with our Phillips monitors. We need a minimum of eight. A meeting is scheduled with Angie Bennet to discuss reallocating SCBA funds to replace monitors. Some are \$25-30,000 per unit. The monitors should be on a replacement schedule system. Long term planning calls for replacement schedules on equipment. Commissioner Nelson commented that it is important for the council members to know the cost of this equipment.
- g. Commissioner Chair Purchase requested a staffing and hiring update. Chief Mackey discussed the upcoming vacancies and recruitment strategies. We will have 10 vacancies by the end of September.
- h. Commissioner Chair Purchase asked for an update on the department policy project: Chief Mackey gave an update on the new Smoking Prohibition policy and Organizational Expectation policy update. Discussion followed.
- i. A/Chief Tobin: gave an update on the EMS Ops Chief position.

X. Committee Reports: None

XI. Old Business: None

XII. New Business

Commissioner Chair Purchase:

- a. Discussion/Action: Council Budget Priorities Draft Memo
 - i. After review and discussion of the memo, a Motion was made by Commissioner Ludman and supported by Commissioner Nelson to accept the Budget Priority Draft Memo to Council as to content. Motion carried with a unanimous vote.
- b. Discussion: Vehicle Inventory
 - i. A/Chief Tobin gave an overview on the inventory, age and repair status of vehicles. List given to the board is missing command vehicles, atv's and boats. Will send a full list to the board. Discussed maintenance and repair of the vehicles. A/Chief Robinson explained the new software's ability to track repair and maintenance.
- c. Discussion: Budget Review: IT and Garage Budget Line Items
- d. Discussion: Annual Report Drafting Process and Priorities. Will have a skeleton created by the Oct. mtg.
- e. Discussion: Community Engagement
 - i. Commissioner Chair Purchase will send an email with councils Saturday meetings.
- f. Discussion: Candidates to fill open commission seats.

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- i. Surface names of those who know and can recommend for open seats. Send to Purchase and chief.

XIII. Commissioners Comments (General Order): No comments

XIV. Public Comment – On Any Matter (Time Limit: 3 minutes): Not comments

XV. Adjournment: A Motion was made by Commissioner Nelson and supported by Commissioner Keeney to adjourn the meeting. Motion passed with a unanimous vote. Meeting adjourned at 7:00 p.m.

MINUTES SUBMITTED BY: PATTI STARNES, LFD ADMIN SPEC. ON OCTOBER 9, 2019

APPROVED DATE: OCTOBER 9, 2019 BY UNANIMOUS VOTE

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1ST WARD BETTY DRAHER | 2ND WARD DAVID KEENEY | 3RD WARD VACANT | 4TH WARD GINA NELSON – VICE CHAIR
AT-LARGE STEVE PURCHASE – CHAIR | AT-LARGE RODNEY SINGLETON | AT-LARGE WYATT LUDMAN | AT-LARGE – VACANT