



Brian E. Sturdivant, Fire Chief

CITY OF LANSING

BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST., LANSING MI 48933

(517) 483-4200 | LANSINGMI.GOV/FIRE



Andy Schor, Mayor

REGULAR MONTHLY MEETING AGENDA

WEDNESDAY, JULY 12, 2023, | 5:30 PM |

LFD STATION #1 | 120 SHIAWASSEE ST | LANSING MI

1. Call to Order – Establish Quorum

- 1.1. Present
- 1.2. Absent

2. Additions to Agenda

3. Approval of Minutes:

- 3.1. June 12, 2023

4. Public Comment – Agenda Items (Time Limit: 3 Minutes)

5. Review Communications

- 5.1. Unit Citation From Meridian Township Police Department

6. Comments from Chair

7. Presentations

8. Fire Administration Report – Chief Sturdivant

9. Old Business

- 9.1. Lexipol Policies
- 9.2. Elections for Chair
- 9.3. Elections for Vice Chair

10. New Business

- 10.1. Request for Advanced Sick Leave

11. Request for Commissioners to be Excused.

12. Commissioner Comments

13. Public Comment – On any matter- speakers must state their name and address (Time Limit: 3 minutes):

14. General Order

15. Adjournment

Fire Commissioners

1st Ward Barbara Lawrence – Vice-Chair

2nd Ward Jarrod LeRue

3rd Ward Kathleen Tobe

4th Ward Gina Nelson

At-Large Steve Purchase –Chair

At-Large Rodney Singleton

At-Large Charles Willis

At-Large Krishna Singh

UNIT CITATION FOR PROFESSIONAL EXCELLENCE

MERIDIAN TOWNSHIP POLICE DEPARTMENT

Presents this award to

CITY OF LANSING FIRE DEPARTMENT

On February 7, 2023 you responded to a report of an active shooter at Okemos High School. Everyone involved worked as a team, ensuring that the students and faculty were removed from a potentially dangerous situation and brought to safety. This investigation had many layers to it and your assistance was greatly appreciated. We are proud to honor your selflessness dedication and commitment to the community. This is why we award you with a Unit Citation of Excellence.

June 15, 2023


Ken Plaga, Chief of Police

Lansing Fire Department

Policy Manual

MISSION

The Lansing Fire Department is committed to serving the Lansing area community with the highest levels of life & property protection. We will achieve this by providing excellent and compassionate service in an atmosphere that encourages innovation, professional development, and diversity.

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PHILOSOPHY AND GOALS

Serving the community with Pride, Excellence and Professionalism

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FIREFIGHTER CODE OF ETHICS

As a firefighter and member of the Lansing Fire Department, my fundamental duty is to serve the community; to safeguard and preserve life and property against the elements of fire and disaster; and maintain a proficiency in the art and science of fire engineering.

I will uphold the standards of my profession, continually search for new and improved methods, and share my knowledge and skills with my contemporaries and successors.

I will not allow personal feelings, nor danger to self, deter me from my responsibilities as a firefighter.

I will at all times, respect the property and rights of all men and women, the laws of my community and my country, and the chosen way of life of my fellow citizens.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the fire service. I will never use my official position to obtain advantages or favors for myself, my friends, or family.

I will constantly strive to achieve the objectives and ideals, dedicating myself to my chosen profession—saving of life, fire prevention, and fire suppression.

As a member of the Lansing Fire Department, I accept this self-imposed and self-enforced obligation as my responsibility.

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THE WOW! FACTOR

(a) DEFINITIONS

1. The WOW! Factor is a set of goals, attitudes and behaviors by Lansing Fire personnel which result in exceeding our customer's expectations.

(b) GOALS

1. Regard everyone as a customer
2. Treat everyone with respect, kindness, patience and consideration
3. Consider how what you are doing, will look to others
4. Leave them saying WOW!

(c) EMPOWERMENT

- (a) The goal of WOWing our customers is a 24 hour, 7 day a week goal. It is far easier to talk about than accomplish. There is no specific action which can be described to achieve the WOW Factor. It can only be accomplished by empowering all employees to be sensitive to the customer's needs & creative in solving them at each opportunity.
- (b) In general, know that each of you is empowered directly from the office of the Chief to give your full attention, and have at your disposal all necessary department resources, to assist members of our community in their time of difficulty.
- (c) The only limitations on your actions are that they be legal, ethical and follow the test of basic common sense. Further, every employee is hereby empowered to spend up to \$50, without prior approval, to assist in resolving a problem where our personnel or equipment may have caused an expense to a customer.
- (d) You are expected to treat all of our customers with the same level of respect and courtesy. You are not expected to always like it or find this easy. We are not adopting our customers and taking them home. Our interaction is almost always fairly short. When the run is over it is perfectly reasonable to find a (again, legal and ethical) way to relieve the stress which you may legitimately feel.

Fire Service Authority

100.1 PURPOSE AND SCOPE

The purpose of this policy is to affirm the legal authority of the Lansing Fire Department and the individual members.

100.2 POLICY

It is the policy of the Lansing Fire Department to limit its members to only exercise the authority granted to them by law.

While the Lansing Fire Department recognizes the authority of members granted to them, members are encouraged to use sound discretion in the exercise of their authority, and this Department does not tolerate abuse of authority.

100.3 ADMINISTRATIVE POWERS

The Lansing Fire Department is established by the Lansing City Charter

- (a) Chapter 3 - Part 4-301. The Fire Chief shall be the administrative head of the Fire Department and shall be responsible to the Mayor for the provision of its fire protection services, fire prevention services, EMS services, and such other services as may be assigned to it by the City. All services shall be rendered to the city in a manner consistent with the best standards and practices.
- (b) Chapter 5-1 of the Lansing City Charter establishes the Board of Fire Commissioners as an advisory board to the Fire Chief and the Mayor.

100.4 ORGANIZATIONAL POWERS

This Department is authorized by the City pursuant to state law to perform fire suppression and related services including but not limited to:

- (a) Fire prevention and fire code enforcement (MCL 29.2b; MCL 29.7a; MCL 29.8), codified ordinances of the City of Lansing, MI part 16 Fire Prevention Code.
- (b) Fire suppression services (MCL 42.13; MCL 70.1; MCL 109.1; MCL 124.602).
- (c) Fire origin and cause investigation (MCL 29.7a; Mich. Admin. Code R. 29.1652; Fire Code, Ch. 1).
- (d) Emergency Medical Services (EMS) (MCL 124.602; MCL 333.20948).

100.5 FIREFIGHTER POWERS

Firefighters are sworn or appointed, members of this Department and are authorized to exercise the following authority pursuant to applicable state and local law or ordinances (MCL 29.362):

- (a) Participate in a wide range of emergency and rescue activities, including EMS, extrication, and heavy rescue

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Fire Service Authority

- (b) Perform fire suppression duties, including the suppression of structural, aircraft, marine, wildland, and other types of fires
- (c) Investigate the origin and cause of fires (MCL 29.7a)
- (d) Collect and preserve evidence when a fire is of a suspicious origin (MCL 28.609c)
- (e) Perform specialty services, including hazardous materials response, technical rescue, water rescue, and additional services as authorized by the Fire Chief
- (f) Provide fire code enforcement inspection and plan review services
- (g) Provide public education and fire prevention activities and services
- (h) Inspect vehicles transporting hazardous materials (MCL 29.5a)

100.6 CONSTITUTIONAL REQUIREMENTS

When exercising their authority, members shall observe and comply with every person's clearly established rights under the United States Constitution and the Constitution of the State of Michigan.

100.7 SUPERVISORY AUTHORITY

Any Officer may relieve a member under his/her command from duty when, in his/her judgment, an offense committed is sufficiently serious to warrant immediate action. A report of such action shall be made immediately through the appropriate channels to the appropriate Chief Officer, followed by written documentation of the charges, in accordance with Department procedures. All such processes shall comply with established rules, regulations, and applicable collective bargaining agreements.

Fire Chief

101.1 PURPOSE AND SCOPE

This policy identifies the education, experience or certifications desired for the Fire Chief.

101.2 POLICY

It is the policy of the Lansing Fire Department to have a highly qualified Fire Chief.

101.3 FIRE CHIEF

Higher-level college degrees in public or business management, the completion of the Eastern Michigan University School of Fire Staff and Command, the National Fire Academy Executive Fire Officer (EFO) and the Center for Public Safety Excellence Chief Fire Officer (CFO) programs as well as experience in chief officer positions enhance the professional credibility of candidates for the rank of Fire Chief are desirable. Equivalent courses to what is listed in this policy should also be considered.

101.4 CLASSIFICATION FOR FIRE CHIEF

The classification for Fire Chief should be achieved through the following (Mich. Admin. Code, R 29.405a):

- (a) Certification as a firefighter II or completion of Michigan Fire Fighter's Training Council-approved firefighter II requirements, within 12 months of the date of hire as fire chief.
- (b) Completion of the instructor I course, fire officer I course, and fire officer II course within 36 months of completing the firefighter II requirements.
- (c) Completion of the application process to receive state certification.



2023 Meeting Dates – 4th Ward Meeting

Council Member Brian T. Jackson

Location: Gregory's; 2510 N MLK Jr Blvd

Time: 10:00am

2023 DATES

January 28th

February 25th

March 25th

April 22nd

May 27th

June 24th

July 22nd - NO MEETING

August 26th

September 23rd

October 28th

November 25th

December 23rd



2023 Meeting Dates – 3rd Ward Meeting

Council Member Adam Hussain

Locations: Schmidt Community Center; 5825 Wise Road, Community Room

Fire Station #6; 5135 Pleasant Grove Rd, Community Room

Time: 10:00am – 12:00pm

2023 DATES

January 14th

February 11th

March 11th

April 8th

May 13th

June 10th

July – NO MEETING

August 12th

September 9th

October 14th

November 11th

December – NO MEETING



2023 Meeting Dates – 2nd Ward Meeting

Council Member Jeremy Garza

Locations: Fire Station #4; 1435 E Miller Rd, Community Room

Time: 12:00pm – 2:00pm

2023 DATES

February 11th

March 11th

April 8th

May 13th

June 10th

July 8th – NO MEETING

August 12th

September 9th

October 14th

November 11th

December 9th



2023 Meeting Dates – 1st Ward Meeting

Council Member Ryan Kost

Locations: REO Depot; 1201 S Washington Avenue

Time: 10:00am – 12:00pm

2023 DATES

February 4th

March 4th

April 1st

May 6th

June 3rd

July 1st – NO MEETING

August 5th

September 2nd

October 7th

November 4th

December 2nd