



Brian 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 MINUTES

WEDNESDAY, MAY 10, 2023, | 5:30 PM |

LFD STATION #8 | 815 MARSHAL ST | LANSING MI

1. Call to Order – Establish Quorum - 5:35 p.m.
 - 1.1. Present: Barbara Lawrence, Jarrod LaRue, Kathleen Tobe, Gina Nelson, Rodney Singleton, Charles Willis
 - 1.2. Absent: Steve Purchase, Kris Singh, Rodney Singleton
2. Additions to Agenda:
 - 2.1. None
3. Approval of Minutes:

Tabled
4. Public Comment – Agenda Items (Time Limit: 3 Minutes):
 - 4.1. None
5. Review Communications
 - 5.1. None
6. Comments from Chair
 - 6.1. Vice Chair Lawrence is filling in for Chair Purchase.

Proposes a meeting to go over strategic plan. No formal date or meeting time is decided upon.

A short discussion on the pros of excusing members from attendance at the beginning of the meeting.

However, to accommodate for any late attendees, it is decided it is more practical to do excuses at the end.

A short discussion on binders for commissioners with oh needed documents for position. Commissioner Nelson requests a binder.

Fire Board is eligible as people to receive complaints from the community. They should be trained on that as they are acting on behalf of the city.

Inquires about Memorial Day ceremony information is confirmed to be sent out at a later date.

A thank you gift was delivered to Michelle Greko for her work as temporary fire board commissioner secretary.
7. Presentations
 - 7.1. Brad Jorae on behalf of Labor. He introduced himself and shared that he is an engineer at Station Two and has been with the department for 16 years. He will be attending the Board meetings going forward.
 - 7.2. Assistant Chief Lay gave an update on the smoke detector program. It was soft launched in March 2023 and it's going well. It's an ongoing program so participants are trickling in. They have installed 43 as of April 2023. They are working with the Red Cross on installations. It began with just the Fire Marshal's office installing but now it is the crews at the fire station. Because we receive these smoke detectors from the State of Michigan we cannot do rentals because that is not part of the program. When a rental requests an install we are unable to fulfill that.

Fire Commissioners

1st Ward Barbara Lawrence – Vice-Chair
2nd Ward Jarrod LaRue
3rd Ward Kathleen Tobe
4th Ward Gina Nelson
At-Large Steve Purchase –Chair
At-Large Rodney Singleton
At-Large Charles Willis
At-Large Kris Singh

There was some discussion on rentals and installs as well as how to schedule appointments and some information about pre-incident plans. People seem to really enjoy the program.

8. Fire Administration Report – Chief Sturdivant

8.1. Assistant Chief Lay here for Chief Sturdivant.

The department is doing well; they are busy and they are working on several projects such as the strategic plan, community risk reduction, and they have opened the hiring process.

There is a big need in the community for AED and CPR programs. The department does not have an official program but are currently in the process of creating one. There will be CPR awareness and first aid so individuals know who and when to call. CPR certification will happen every month or every other month. The awareness training will be free, and the card/certification fee will be nominal. Anticipated announcement date for official program is July 1st.

The strategic plan is going well; there should be a product out soon. It is the plan of the attack for the next five years and gives the department something to achieve and look forward to.

A/C Lay shares information on the upcoming photoshoot and Spring Cleaning at the stations.

The process for the station design for the bond is coming along well. They will be rebuilding two stations: station two and station 9. Everything else will be a remodel. They are currently meeting with the architects and city planners and A/C Lay is attending a conference to bring back new ideas. As the planning continues people from the fire stations will be involved in the planning and they will have a say in the finished product.

9. Old Business

9.1. None

10. New Business

10.1. Resolution acknowledging Jared Nisch as Firefighter of the year – tabled.

10.2. Letter expressing the Boards Appreciation to the men and women of the Department – tabled.

10.3. Consideration of request for advanced sick leave

Isiah shared his request for sick leave, however it did not have the needed information for presentation to the board. He was also unsure if he would be back due to a change in request for time off.

11. Request for Commissioners to be Excused.

Steve Purchase, Kris Singh, and Rodney Singleton all excused.

12. Commissioner Comments

12.1. Commissioner Willis discussed how in 1980 that the smoke detector program was not as well received as it is now and he is excited to hear more about its success going forward.

12.2. Commissioner Nelson discussed that Tourist in Your Own Town will not be happening on 2023 so LFD will not be involved.

13. Public Comment

13.1. Overfelt, 518 Shepard St, Lansing MI. They used the smoke detector program on their home and had a great experience.

14. General Order

14.1. A/C Lay passed out recruitment flyer to be handed out in the community.

14.2. Commissioner LaRue asked if the public can be present for the physical agility test. A/C Lay informed them that they can be present but it must be from a safe distance.

15. Adjournment 6:30pm

Minutes submitted Wednesday, April 12, 2023, by: Michelle Greko

Michelle Greko

Lansing Fire Department – Administration

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