



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, JUNE 14, 2023, | 5:30 PM |

LFD STATION #1 | 120 E. SHIAWASSEE ST | LANSING MI

1. Call to Order – Establish Quorum - 5:30 p.m.
 - 1.1. Present: Barbara Lawrence, Jarrod LeRue, Gina Nelson, Steven Purchase, Charles Willis, Kris Singh
 - 1.2. Absent: Kathleen Tobe, Rodney Singleton
2. Additions to Agenda:
 - 2.1. Addition to Old Business:
Resolution acknowledging Jared Nisch as Firefighter of the Year
Letter of Appreciation to all LFD Personnel
3. Approval of Minutes:
 - 3.1. April 12, 2023, approved without amendments.
 - 3.2. May 10, 2023, approved without amendments.
 - 3.3. Discussion of timely posting of meeting minutes to website.
4. Public Comment – Agenda Items (Time Limit: 3 Minutes):
 - 4.1. None
5. Review Communications
 - 5.1. None
6. Comments from Chair
 - 6.1. No comments from the Chair.
 - 6.2. Commissioner Lawrence recommends postponing Chair and Vice Chair nominations until next meeting. There is general agreement and support from the Board. Agenda items 8.1 and 8.2 are tabled.
7. Presentations
 - 7.1. None
8. Fire Administration Report – Chief Sturdivant
 - 8.1. Chief recently met with the mayor regarding his one-year anniversary with LFD. The document captures the major concerns for the department as well as several projects that are currently in progress, including the Strategic Plan and Community Risk Reduction (CRR) initiatives.
 - 8.2. There have been three fire fatalities in the year that Chief has been here. This is not business as usual and this is not something that Chief will shrug off. LFD is taking these deaths very seriously. One CRR initiative that will help is the smoke detector program, but they are also looking to expand that. When there is a working fire there will be a “smoke detector blitz.” LFD will take the fire as ground zero and go door to door to check and install smoke detectors. They will have doorhangers for those that don’t answer.

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 Kris Singh

- 8.3. Update on CPR and AED programs. The CPR programs is twofold: there are opportunities for both certified and non-certified. The certified is generally for healthcare providers with a test. The non-certified is what is called "hands-only" CPR. For the AED program, they are placing AED's around town at high traffic areas like the Lansing Center and public pools.
- 8.4. LFD is looking into working with Post Point which works with 911 to locate an AED or anyone with CPR knowledge to assist with early lifesaving care. This is a significant cost, but they are assessing the need and where to budget for it.
- 8.5. Another CRR is car seat installations and inspections. LFD is looking into getting technicians to do install events and training personnel to install and inspect properly. It's an important community resource but it comes with significant liability.
- 8.6. Juvenile Firestarter Intervention Program is something that the Fire Marshal's division is currently working on as an additional CRR initiative.
- 8.7. SAFER Grant application has been submitted to FEMA. Senator Debbie Stabenow is currently advocating for the application in DC.
- 8.8. LFD is currently researching the Assistance to Firefighters Grant through FEMA. Ideally it would support the Striker ALS 360 program. That was a ten-year program designed to help update the EMS equipment.
- 8.9. LFD is planning to purchase a Fire Safety House soon. LFD will solicit donations from the community in exchange for sponsorship space on the outside of the house. This is one of several plans for Fire Prevention Week in October but will be used well outside of that single week. The targeted audiences is school aged and the aging population, but it will be a general CRR tool for the whole community.
- 8.10. Chief recapped several items from the document: LFD is looking to strengthen the pipeline from school to the fire service. They want to focus on getting current community members involved. LFD has been in steady contact with River Cadis for the planning of the new station/remodel. A/C Lay recently attended a conference on fire station architecture. NFPA 1582 medical cancer screenings are in the works. LFD is not replacing Sparrow Hospital; they are simply looking to streamline the process got safety fit testing.
- 8.11. Chief is pleased with LFD's mental health and wellness program. East Lansing is under some fire for not providing mental health services, but LFD has expressed satisfaction with the services provided.
- 8.12. There is an increase in transparency from the Chief's office – there are meeting minutes and newsletters. "Nothing coming out of my office should be a surprise." – Chief Sturdivant
- 8.13. LFD is hiring. There were information sessions for applications to attend as well as written tests. There's also a video for the physical agility exam. That should help increase the level of success for applicants.
- 8.14. LFD is transitioning to a more uniform and easier to use inventory management system. This will cut back on waste and ensure that LFD is continuing to be good stewards of the city's money.
- 8.15. This fall LFD will have an ISO rating. They are looking to increase to a Level 1 from a Level 2. Last time they were only a few points from that higher rating and Chief is confident that they will achieve it this time.
- 8.16. Fire Company Business Inspection Program: working with the Fire Marshal division to develop a register of businesses to do walkthroughs and preplan for emergencies.
- 8.17. LFD call volume has doubled in the last ten years. They can use another station or two as they are pushing 30,000 calls a year. Chief requests that the Board shares struggles with the community so that people are aware.
- 8.18. Chief is currently working on a department restructure to eliminate redundancies and refocus on roles and responsibilities. These changes will stay within the confines of current roles, they will not conflict with the union contract or require an MOU.
- 8.19. Chief is having his first formal union meeting. Negotiations are finished, so they are meeting to work with union to reduce staffing on ambulances to change the deployment model.
- 8.20. Chief discusses with the board the neighborhoods for the fires. They are often low income. Commissioner Nelson suggests working with Protective Services and case workers. Chief agrees, he wants to show that they are doing something tangible for the community. The feedback Chief is getting from the council is that they are aware of their shortcomings in the budget and the need to expand services. But they need to measure LFD's needs against all the other needs of this city. Chief spoke on the mental health for LFD employees. When

employees are overworked, there is often a rise in domestic violence, drug use, alcohol use, and suicide. Chief would like to be proactive and provide support now, and not just keep talking about it. Chief is currently just sharing information with the council so that when LFD requires a larger budget council is aware of where that money is going. Chair Purchase will look into attending council meetings to speak up on behalf of LFD.

8.21. Commissioner Singh requests cancer screening as a line item in the budget. Chief will look at that request with finance and budget and may be able to add that as a line item.

8.22. Commissioner Lawrence requests that the call volume chart is part of the budget presentation next year. This will ensure that if there is a disaster, it cannot be claimed that the city was unaware of this staffing issues that LFD was facing.

8.23. Update on new facility development: Assistant Chief Lay spoke on the conference he attended. He would like to visit newly built stations for what LFD wants and don't want. River Cadis is getting back on track with the schedule; it is still going well. The next move is to do some overall planning of the site and come up with a diagram so they can have a tangible to put in front of people. There has been progress and community meetings are next.

8.24. End of fiscal year: LFD is in good shape. They have done well but they are looking to do better next year with monthly and quarterly check-ins.

8.25. LEXIPOL and Policy Updates: Chief and the board discuss the role of the Commission on policy updates. They agree that citizen oversight is important, and that the community should be aware of current policies. They decide on a schedule for sharing policy updates. Chief summarizes policies included an agenda packet. They will be reviewed next meeting.

9. Old Business

9.1. Chair Purchase presents resolution for a firefighter of the year. Passes unanimously.

9.2. Chair Purchase presents letter of appreciation for all LFD personnel. Passes unanimously.

10. New Business

10.1. Officer elections: postponed to July meetings in hopes of a higher attendance.

11. Request for Commissioners to be Excused.

11.1. Rodney Singleton and Kathy Tobe are excused unanimously.

12. Commissioner Comments

12.1. None

13. Public Comment

13.1. None

14. General Order

14.1. None

15. Adjournment 7:24

Minutes submitted Tuesday, July 27th by Jules Overfelt

Jules Overfelt (*they/she*)

Administrative Specialist

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