



# CITY OF LANSING

## BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST., LANSING MI 48933  
(517) 483-4200 | [LANSINGMI.GOV/FIRE](https://lansingmi.gov/fire)



Andy Schor, Mayor

Brian Sturdivant, Fire Chief

### REGULAR MONTHLY MEETING MINUTES

WEDNESDAY, February 7, 2024, | 5:30 PM |  
STATION #4 | LANSING MI

1. Call to Order – 5:31 p.m.
  - 1.1. Present: Barbara Lawrence (arrived 5:37), Steven Purchase, Charles Willis, Jarrod LaRue, Kris Singh, Kathleen Tobe
  - 1.2. Absent: Gina Nelson, Rodney Singleton
2. Additions to Agenda:
  - 2.1. New Business:  
Letter of Support  
for Proposed  
Budget
3. Approval of Minutes: Approved as written
4. Public Comment – Agenda Items (Time Limit: 3 Minutes): None
5. Review Communications – none
6. Comments from Chair
  - 6.1. Chair comments that the graduation of new recruits went well and smoothly.
7. Presentations – none
8. Fire Administration Report – Chief Sturdivant
  - 8.1. Introduced new Assistant Administrative Chief Carrie Edwards-Clemons, and shared that Assistant Chief Lay is now the A/C for Operations.
  - 8.2. Thanked Commissioner Willis for his presence at the staff meeting in February and reiterated the invitation that commissioners are welcome to attend.
  - 8.3. 10 recruits graduated and are now probationary firefighters.
  - 8.4. Chief recently had a great meeting with labor management; we are looking at transitioning to all paramedic unit so everyone has to be licensed. This will be partially funded by the opioid settlement funds. They are also developing an MOU for \$350 per ambulance ride as an incentive.

#### 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

- 8.5. The bond is moving along very well - we have started making decisions on interior design and the actual start of the project should begin in May.
- 8.6. Strategic Plan goal four was rolled out in January, headed by the Fire Chief's office. This is the communications goal and will focus on social media, website updates, newsletters, and meeting minutes. There will also be video podcasts to share within the organization and with the community.
- 8.7. There is a discussion introduced by Commissioner Singh about the actual data points for ambulance rides for paramedics. Chief does not have the exact numbers on hand and offers to provide them. There is continued discussion regarding the workload of the members.
9. Old Business
  - 9.1. None.
10. New Business
  - 10.1. Lexipol Policies: 500 and 612
  - 10.2. Some discussion on Lexipol Policies followed by a vote to approve as written. Passed unanimously.
  - 10.3. Budget letter – approved with grammatical corrections.
11. Request for Commissioners to be excused
  - 11.1. Gina Nelson: excused unanimously
  - 11.2. Rodney Singleton: no motion to be excused
12. Commissioner Comments
  - 12.1. Vice Chair Lawrence welcomes A/C Edwards-Clemons.
  - 12.2. Commissioner LaRue has a shoutout to Membership – the kitchen fire in the High Rise. Could have been worse. "We see you and we're lucky to have you."
  - 12.3. Commissioner Tobe thanks the board for their card and donation and shared her plan to have a memorial garden for her husband.
  - 12.4. Commissioner Willis thanks Chief for the opportunity to attend the staff meeting. he really did get the feeling that the Chief is communicating and the captains and BC's were making an attempt to get the message out. He appreciated the accountability that Chief stresses.
13. Public Comment - None
14. General Order - None
15. Adjournment 6:31

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Minutes submitted Saturday, March 9, 2024 by Jules Overfelt

**Jules Overfelt** (*they/them*)

Administrative Specialist

**Lansing Fire Dept**

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