



Minnesota State Fire Chiefs Association
MUTUAL AID WORK SESSION

Meeting Notes
January 26, 2010

Key areas of Discussion from meeting

1. Attendance:

- David Burke, Greg Pederson, Ulie Seal, Mike Richardson, Kim Ketterhagen, Bob Dahm, Gene Mannelin, Scott Gerber, Stu Glaser, Scott Anderson, Joel McColl

2. Location

- Airport Fire- Station #1

3. Review of Last Meeting

- December 15th

4. Follow-up items

- Reviewed draft 7 – we think we are getting close. Scott will make the suggested changes and get out the final.
- Table-top Discussion – we discussed the table-top with the IAFC. We discussed format, times, locations and ideas. More to follow in the weeks to come.
- **SAVE THE DATE** – Please save the following dates for the Tabletop Exercise with the IAFC. We are still working on confirmation the exact times, and locations but one of the two options will occur.
 - Friday, April 23rd and Saturday, April 24th
 - Tuesday, April 13th and Wednesday, April 14th
 - Location – thinking St. Cloud
 - Need to talk more about funding
- Scott has a conference call with the IAFC on February 17th to talk through some more of the details.

5. Discussed MAMA-C Meeting

- Kim Ketterhagen gave an overview of the meeting and the group discussed two documents:
 - 1. Possible legislative changes
 - 2. Proposed Interstate Mutual Aid agreement
- We decided we should continue as a player with MAMA-C, but based on Minnesota activity at this time with interstate Mutual aid agreement with our surrounding states and the timing of



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the legislative session, we would not participate further in the legislative or agreement issues.

- Scott will send follow-up email to MAMA-C about Minnesota participation. Copy to Chief/President Scheerer.

6. Resources Database Update

- Updates on Image Trend
 - No new updates.
 1. Bob will check on development
 2. Training will be important here specific to “opt in vs. opt out” for resources
- Updates on MDH MNTRAC system - Virtual Command Center
 - No new updates
 1. Dave Burke will follow-up
 2. Training, use, etc.

7. Regional Coordinators

- Draft Position Description
 - No new updates
 - Position description is in place.
 - Training for these positions is important and should include the following:
 - a. Communications needs and operations
 - b. Resource availability
 - i. Paper copy of information
 - ii. Database utilization
 - c. Coordination issues
 - d. Other areas
 - We will need the MSFCA Board to remind the Regional Directors of their responsibilities

8. Process / System

- Update on “Trifold”
 - If you need any to hand out. Dave Burke and Scott Gerber have the extras.

9. FAST Team Items

Ulrie / Gene / Scott

- Discussed documents
- Ulrie and staff are working on creating the proper database for the records.



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- **Joel McColl is working on the DRAFT FAST Team 101 training for members.**
 - **This training will be specific for the Chief's/Officers who may operate in a FAST Team role.**

10. Education and Training

- **Need to continue to look for opportunities to educate about the overall plan and various components**
 - **MSFDA – Grand Rapids**
 - **AMEM Conference – Breezy Point**
 - **MSFCA Conference – Duluth**
 - **Other locations**
- **Schedule a stakeholders meeting after the table-top for updates.**

11. FOG Manual

- **Chief Burke working on funding considerations**
- **IAFC develops the format and then we will define to the specifics we want included.**

12. Other

- **Fire Marshals Office will be meeting with Duty Officer program in the future and will include this in the discussions.**

13. Next Meeting

- **February 22, 2010 1:30 pm – 3:30 pm at Airport Fire Station #1**