**Western Wayne County Fire Department Mutual Aid Association**

**Meeting Minutes**

**June 16, 2016**

**Attendance:**

Belleville - Rix

Canton – Meier, Stoecklein

Dearborn - Begeman

Dearborn Heights – Brogan, Martin

Detroit Metro Airport – Evans, Ellis

Farmington Hills – Unruh, Panoushek

Garden City - Harman

Inkster – N/A

Livonia - Whitehead

Melvindale - Begeman

Northville City – Westfall, Ott

Northville Twp – Siegel, Marcotte

Novi - Johnson

Plymouth City – Ott, Westfall

Plymouth Twp - Phillips

Redford Twp - Demoff

Romulus – N/A

Van Buren – McInally

Wayne-Westland – N/A

Guest(s): Bellomo & Ahonen (Belfor), AccuMed (Vanessa), Schoolcraft College (Liam Carroll)

**Hosting Agency: Director Meier and the Canton Fire Department.**

**Regular Business Meeting**

1. Round table introductions. – Chief Jeff Johnson opened today’s meeting at Noon. Roundtable introductions followed.
2. Any additional items for the agenda to be named. The Special Ops & Hazmat Team reports (item E.) will be moved up to the top of today’s agenda.
3. Approval of previous meeting minutes. – Motion to approve the previous minutes. Motion made by Phillips, seconded by Whitehead. Motion carried.

**Public Comments**

1. Public comments pursuant to the Open Meeting Act. N/A

**Report of Officers**

1. President Murray
2. Excused.
3. Vice President Besson
4. Excused
5. Secretary Jeff Johnson

Contact / Membership roster - Chief Johnson requested that you review and update your contact info.

1. Treasurer Mike Evans
2. Financial Report - $129,824.49
	1. Raymond James Investment - $129,824.49
	2. Checking - $62,923.58
	3. Savings - $61,583.56

Motion to approve today’s Financial report made by Chief Phillips, seconded by Westfall. Motion carried.

1. Overdue Invoice(s) & Status Updates
2. Northville City- River Contamination (06/02/2014)- $21, 655.55.
3. Romulus-Tanker Rollover (01/28/2016)- $18,351.45.

**Report of Committees and Task Groups**

1. Conference of Western Wayne

Mental Health training registration form available. Chief Evans reiterated that this class is offering $500 reimbursement

1. Emergency Management – No report
2. EMS and HEMS – Chief Ott & Chief Phillips reported on the following:
	1. Nurse Manager Committee attended by Chief Murray. Nurse Managers hosted a presentation by ImageTrend. HEMS looking at possibility of contracting with ImageTrend in order to have EMS reports imported directly into hospital PCR Reports. More to come.
	2. Hems Radio Issues. Failure of radio system. See attached explanation from HEMS. Bob Miljan and communications contractor working on an additional back up in an attempt to prevent in the future. Lt. Lisa Martin provided further details on the Fiber Optic Failure of the radio system. Chief Siegel mentioned that they are looking to build redundancy into the system to avoid future failure.
	3. Board of Trustees approved Providence Park Hospital (Level 2 Trauma Center) provisional status
	4. Review of the Executive Director
	5. Transmission of reports to the hospital – Chief Phillips provided details of errors.
	6. Backboard policy – Chief Siegel provided updates on this protocol, and encouraged you to remind your staff.
	7. Annual Licenses have been renewed.
3. Training Report - Chief Brogan provided an update regarding State Fireworks funding, and explained the current process. He continued his report with the following information:
	1. CTC Updates- Discussions continue with new Fire Marshal about the formal establishment of the fiduciary group, and possible RTC representation. Liam Carroll provided further information.
	2. Northern Michigan Chiefs Conference in Petoskey July 13-14. Please contact Linda ASAP with names if you haven’t done so already.
	3. Upcoming training courses from the floor.
		1. Schoolcraft College -Liam Carroll provided information on upcoming training available.
4. Special Operations Reports
	1. HazMat Report – Shadd Whitehead reported on the following:
		1. CSX meeting is happening this afternoon.
		2. Attendance to the recent training was very low. Please remember to notify Shadd &/or Josh Meier of absences.
		3. Equipment that was purchased using grant funding has been delivered.
		4. Hazmat physicals are almost completed. He provided detailed information on the process in place.
		5. Mission Ready Packets – information will be provided as needed
	2. MUSAR Report - Chief Meier provided the following report:
		1. Attendance requirements
		2. Ever Bridge paging system is now up and running. Meier provided details on the process in place. Meier wants members to run their revisions by himself or Whitehead, instead of doing it themselves first.
		3. UASI grant money has been received, so the equipment is being purchased. Radios should be arriving soon, as well.
5. Mutual Aid Box Alarm Report – Chief Johnson provided the following
	1. Agreements need to be turned in ASAP. Please contact Jeff with any questions. Keep him informed on the status of yours.
	2. MI-MABAS – Funding has been approved back up to where they were when they started. $500,000 has been approved for next year’s budget cycle.
	3. New headquarters for Task Force vehicles & equipment – New build in Groveland.
	4. Knox Box keys – Chief Whitehead provided an update on the statewide MABAS key.
6. Other Chief Association Reports
	1. Downriver Fire Mutual Aid Group - Chief Evans reported on the following:
		1. Accountability System -discussion on the passport / tag system.
	2. Southeastern Michigan Fire Chiefs
	3. Michigan Association of Fire Chiefs
		1. Fall Conference October 18-20 Grand Traverse. MAFC Fall Conference Oct 2016.
	4. International Association of Fire Chiefs – FRI 2016 held in San Antonio Aug 17-20.
7. **Old Business**
	1. Accountability Project - Chief Whitehead reported that two boards have been ordered for the members. He will follow up with the rep, as the order should be received very soon.
	2. Grosse Pointe Discussion Update – Nothing new to report, as there is no update to provide at this time.
	3. MDTIMCC – Chief Stoecklein mentioned the July 18th “Move Over” promotional announcement. Looking for vehicles during a video shoot at MSP in Oak Park. 10AM.
8. **New Business**
	1. Canine Awareness Bulletin – Chief Harman mentioned inhalation issues.
	2. Membership invoices were sent electronically to all members this week. Chief Johnson requested an appeal to the group, on behalf of Novi & Farmington Hills, to have one more year to budget their dues (which doubled this year). Chief Phillips made a motion that the increase in their dues of Farmington Hills and Novi be deferred for one year. Seconded by Chief Ott. Discussion followed. Motion Carried.
	3. The other two communities whose invoices are affected slightly are Belleville & Van Buren. Linda will revise their invoices and resend.
9. **Good of the Order**
	1. Detroit Metro Airport FD received their accreditation.
10. **Next Meeting**

Next Meeting Sept 15, 2016 and hosted by Dearborn Heights. Exact location details will be provided as the day gets closer.

**Adjournment 12:58PM**