

FIRE SERVICE ADVISORY COMMITTEE
Meeting Minutes

March 5, 2025
10:00 a.m. – 2:00 p.m.

Meeting Location: Virtual via Teams

P	Aaron Cocking <i>Vice Chair</i> Insurance Federation of MN	P	Don Smiley MN State Fire Chief's Assoc. (MSFCA)
P	Kip LaMotte Fire Marshals Assoc. of MN / International Assoc. of Arson Investigators-MN Chapter	A	Scott Vadnais MN Professional Firefighters Assoc. (MPFF)
A	Pete Johnson MN Professional Fire Fighters Assoc. (MPFF)	A	Dale Grochow MN State Fire Department Assoc. (MSFDA)
A	Dan Buchholtz League of MN Cities	P	Jim McCoy MN State Fire Chief's Assoc. (MSFCA)
P	Tim Meehl League of MN Cities	P	Ed Hoffman <i>Chair</i> MN State Fire Department Assoc. (MSFDA)
A	Jim Fisher MN Assoc. of Townships	P	John Cunningham Commissioner Designee

Guests: Allison Marcus (MBFTE), Tate Mills (SFMD), Amanda Swenson (SFMD), Dan Krier (SFM), Ben Kinne (TF1), Jodie Ryan (SFMD), Kat Barrett, Tom Popsun (Century College), Robert Morehouse, Scott Saehr (MFSCB), Maddison Zikmund

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Call to order at 10:07 a.m. – Chair Ed Hoffman

- Agenda
 - Aaron Cocking motioned to approve the agenda, Kip LaMotte second the motion, motion approved to accept the agenda by voice vote
- Minutes approval from January 8, 2025
 - Don Smiley motioned to approve the Minutes from January 8, 2025, Tim Meehl second the motion, motion approved to accept the minutes as written by voice vote

New Business

- FSA account—SFM Dan Krier
 - FSA balance at end of FY24 \$4.628 million

Public Comment

- No Comment

Old Business

- OLA follow up
 - FSAC satisfied findings from OLA audit
- Bylaws changes
 - Reviewed proposed Bylaws changes and additions
 - To be sent to committee 30 days prior to next meeting
- 1-time funding requests
 - FSAC Guide—SFM Dan Krier
 - Guidelines for staff to follow
 - Does not need to be adopted by FSAC committee
 - Reviewed FSAC program guidelines and detailed award agreement types
 - Scoring and evaluation document
 - Document created to add objectivity to awarding funds
 - Reviewed document and detailed point values
 - Discussed scoring and evaluation document, including suggestions, additions and changes
 - Suggestion to add document to the State Registrar with transparent grading criteria while omitting numerical values

Adjourn Meeting

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- Motion to adjourn meeting by Kip LaMotte, second by Aaron Cocking
 - Motion carried by voice vote
 - Meeting adjourned 11:24am