

**Western Wayne County Fire Department Mutual Aid Association**  
**Meeting Minutes**  
**Zoom Conference Call**  
**September 17, 2020 11:00AM**

**Present:**

Belleville – N/A	Northville Twp – Siegel, Hughes, Marcotte
Canton – Stoecklein, Hayes	Novi – Johnson
Dearborn – Murray	Plymouth – Ott, Samhat
Dearborn Heights – Brogan, Badalow	Plymouth Twp – Phillips
Detroit Metro Airport – Evans, O’Such	Redford – Demoff
Farmington Hills – Unruh	Romulus – Krause
Garden City – Harman	Taylor – Pochron
Inkster – Hubbard	Van Buren – Brow, McInally
Livonia – Heavener, Jennison, Unsworth	Wayne – Schneider
Melvindale – Murray	Westland – N/A
Northville – Ott, Samhat	

**Hosting Agency: Conference Call**

**Regular Business Meeting**

- A. Introductions/Attendance
- B. Any additional items for the agenda to be named - none
- C. Approval of May Minutes – Motion by Demoff, support by Johnson. Motion Carried.

**Public Comments - None**

**Regular Agenda to be suspended to discuss current COVID-19 response and information sharing.**

**Report of Officers**

- A. Nominations/Elections Committee Appointments - Committee chaired by Demoff, with help from Harman & Johnson. All board positions are up for election. If you’re interested in running or nominating someone, please notify Demoff. NOTE: Treasurer’s position is open, as Evans will not be running again.
- B. Letter sent to City of Northville requesting a meeting to discuss fees owed for Hazmat Incident. Chief Steve Ott provided an update, as we should be seeing partial payment towards the end of the year. He mentioned that the City of Northville is filing a lawsuit against Northville Downs, in an effort to regain the funds. More to come.
- C. Chief Ott appointed as HEMS Aux Membership Representative. He reported the annual meeting is next week.
- D. COVID Testing Dearborn (Chief Murray) – uptick in requests for the test. Dearborn FD is still testing first responders at their stations. Contact Murray if you’d like to setup having your personnel tested.
- E. Treasurers Report - Checking \$33,305, Savings \$339,527. Accounts receivable: Northville City \$21,655.55, Van Buren Twp- \$13,198. Membership Invoices Due: Belleville: \$3638, Dearborn Heights \$12243, Farmington Hills \$7879, Inkster \$7059, Metro Airport \$10,084.
  - o Budget Review – Evans provided shared his screen and provided a detailed review of the submitted budgets. Discussion followed on monthly audit procedures by the treasurer. It was agreed that our current financial review procedures do meet our internal requirements. Motion to accept the report by Ott, supported by Stoecklein. Report accepted and filed.
- F. Special Team Report and Updates (Chief Siegel, Chief Unruh, Chief O’Such)
  - o Siegel provided further details on the proposed budget.
  - o Siegel continues to work with Unruh & O’Such towards updating our strategic plan. More to come.
  - o Siegel stated they are still working on vehicles, as we’re waiting for final quote from dealership. More to come by October meeting.
  - o Hazmat – Unruh reported that the team has been training in person outdoors. Sept training will be held outside, as well, following governor’s executive orders. They have established “work days” (not mandatory/no attendance tracked). Drone refresher class coming up for those members already licensed.

- USAR – O'Such provided a report on the recent training in Farmington Hills. Looking at grants for equipment funding. Livonia's trailer has been completely stripped.
- G. Medical control updates. (Chief Ott, Chief Brogan, Chief Phillips) –
  - Ott reported the HEMS meeting is next month. More info to come following that meeting.
  - Phillips stated the Nurse Managers met over the summer, but very poor attendance. Some items of note included changes in co-chair personnel, and the cancelled golf outing.
- H. State MABAS – Johnson provided a report from last week's MABAS Board zoom meeting. He provided information on recent requests for deployment (California wildfires & Hurricane Sally), though teams were told to stand down. Brought up discussion on training & who should pay. November is election month for all board members. Discussion included Special Ops and validation processes throughout the state. New policy for unmanned aircraft. Swiftwater training in conjunction with National Guard coming up. Budget is still not solidified. Announcement of two retirements (Chris Martin & Larry Lamb). Requested if anyone has action photos, please share to build up their site.
- I. EM Hayes – Reported on potential legislation to move EM from MSP to a different governing body, appointed by the governor. There are currently 22 cases of Eastern Equine in the state. 19 businesses have been cited for failure to comply with COVID guidelines. Encourage your communities to stay on top of this.
- J. Training – Stoecklein reported on the 2020 training funds – we need to stay on top of courses to submit for 2021. Badalow provided a status report on the process, as he received feedback from several Wayne County communities. We've typically received \$200K in the past, but there may be a decrease due to the State's anticipated budgetary shortfalls. Make sure your NFIRS reporting is up to date. Stoecklein asked Evans & Murray to remind Downriver to get their requests in. Badalow briefly summarized the process. Once the state reviews the results and then releases funds, then we'll have a better idea of where the funds will be allocated.
- K. Significant challenges of any community

**Old Business - None**

**New Business – None**

**Good of the Order-**

- EVT 1 Class being hosted in Dearborn Oct 27-30, 2020. Still a few spots available. Please contact Chief Murray to get your personnel registered. EVT 2 class anticipated later in the Winter.
- Review of Airport Drill from August – Evans thanked everyone who participated. He provided an after-action report. Drill focused on the EM track, and was very helpful. Continue to work with hospitals to fine tune.
- Equipment run to Northern Michigan – Evans reported that Belfor is taking up next Thursday. Please bring your donations to NOMADS by this Tues.
- MABAS testing – Evans reported that these continue to run very well
- Fit Test Machine – Evans stated that we own two machines, but only one hood. There are concerns about contamination. Discussion followed. Johnson reported that OSHA stated you could skip using the hood, as long as you maintain social distancing. Main thing is documenting that you did the test. McInally asked about purchasing the solution. Murray agreed that we should look at purchasing an additional hood. More to come.
- Phillips thanked everyone who helped with their recent industrial fire in Plymouth Twp.

Next Meeting – Murray asked for input regarding “in person” or zoom. Discussion followed. It was agreed that we shall continue with Zoom meetings for the next few months.

Adjournment – 11:50AM