



THIS FIRE SUSPECTED TO BE A RESULT OF:

ARSON

Hot-Line
1-800-723-2020
REWARDS OFFERED

Rewards Of Up To \$25,000
Pending To The Identification
Of The Person Responsible For This Fire



DEPARTMENT OF **PUBLIC SAFETY**
MINNESOTA **STATE FIRE MARSHAL**

2016 **ANNUAL REPORT**

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A LOOK BACK AT A PRODUCTIVE 2016



Welcome to the Minnesota Department of Public Safety *State Fire Marshal Division 2016 Annual Report*.

Last year was a busy one for the State Fire Marshal Division (SFMD). After years of hard work by our Fire Code Team, the 2015 Minnesota State Fire Code was adopted on May 2. The code is based on the 2012 International Fire Code and is available on the International Code Council's website. The Fire Code Team traveled across the state teaching code officials about what the new code has to offer. If you have any questions, please email the Fire Code Team at firecode@state.mn.us.

We also worked last year on developing a strategic plan. We spoke with dozens of outside stakeholders, including Minnesota fire officials, as we worked on the plan in hopes we could learn how to do a better job serving the Minnesota fire service. A copy of the strategic plan is on our website under the "About" section at sfm.dps.mn.gov. We received some great feedback and will use it as we continue evaluating our current efforts and pursuing strategic improvements.

And I have saved the best news for last: Fire deaths in 2016 were at their second-lowest level ever. Thirty-six people died in fires last year, a 37 percent decrease over the 57 fatalities in 2015. The lowest number of fire fatalities on record was 35 in 2009; the highest was 134 in 1976. I always say that even one fire death is one too many, but last year's drop was encouraging. To keep the number of deaths on a downward trend, fire officials need to continue fire prevention efforts in their communities, in their schools, on social media and anywhere else they can think of. The SFMD will continue working with Minnesota firefighters to educate people about the dangers of fire in hopes 2017 brings another drop in fire deaths.

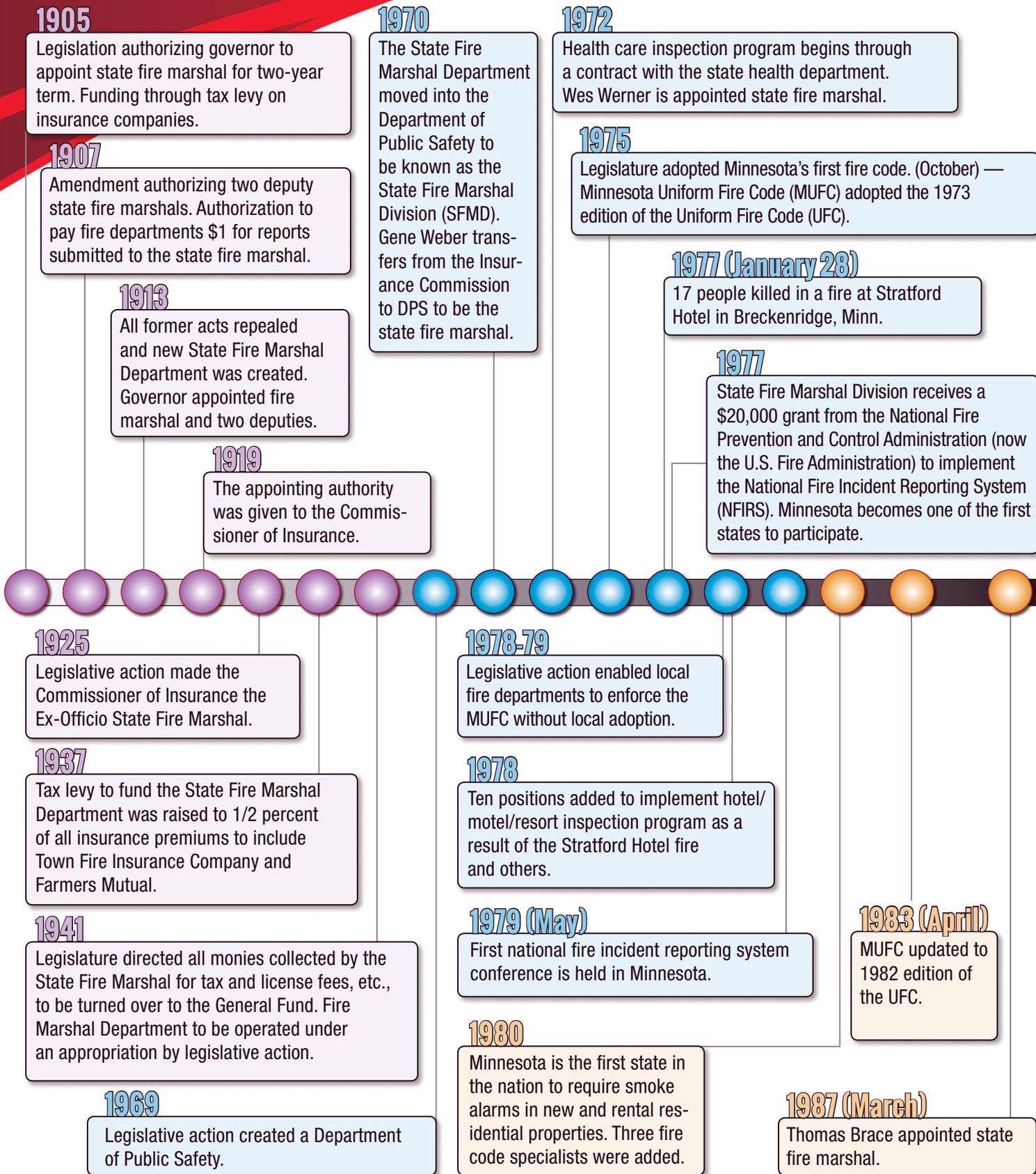
Even though 2017 is only a few months old, we have already been working hard on building upon our 2016 successes and finding ways we can improve. Our school, health care, residential care and lodging, investigations and data collections teams take their role in the state's public safety seriously and will continue working hard to keep the residents and visitors of this state safe.

As your state fire marshal, I am proud to provide you with the *State Fire Marshal Division 2016 Annual Report*. Thank you for your continued support.

A handwritten signature in black ink that reads "Bruce West". The signature is fluid and cursive.

Bruce West
State Fire Marshal

MINNESOTA STATE FIRE MARSHAL HISTORICAL TIMELINE



1989

Three more positions were added to the SFMD: Two day care inspectors and one fire safety educator. The first edition of the Fire in Minnesota annual report is released. (October) — MUFC updated to 1988 edition of the UFC

1990

Legislation added five new positions to the SFMD to conduct school inspections in Minnesota.

1992

New program added to license fire sprinkler contractors, designers, and fitters. New program to develop operation of Hazardous Material Response Teams.

1998

As a result of the Arson Task Force, two new positions were added to the SFMD: One arson investigation trainer and one juvenile fire setter interventionist. (June) — MUFC updated to 1997 edition of UFC. One inspector for the Fire Protection Team was added.

1993

Legislative action updated arson statutes. Legislation requires a smoke alarm in every dwelling (new and existing). (August) MUFC updated to 1991 edition of the UFC.

1995

Licensing of operators of public fireworks displays. One fire investigator position added.

1996

The Attorney General formed a task force to study the crime of arson in Minnesota. The division received a federal grant of \$400,000 to study arson as it relates to the criminal or abusive use of alcohol and/or drugs.

1999

The arson data specialist position was filled. Legislation added funding for a part-time code specialist position, to be hired in FY 01.

2000

National Fire Incident Reporting System (NFIRS) — Version 5 introduced and implementation begun.

2003 (March)

Fire code changed to adopt the 2000 edition of the International Fire Code (IFC); became known as the Minnesota State Fire Code (MSFC). (June) — Jerry Rosendahl appointed state fire marshal.

2005 (April)

100th anniversary of the State Fire Marshal Division.

2007 (July)

MSFC updated to 2006 edition of the IFC.

2008

Online fire reporting software system purchased for fire departments to use. Minnesota is the first state fire marshal to have such a system.

2009 (January 1)

All fire reporting to meet NFIRS Version 5 (electronic reporting).

2012 (August 1)

Fire protection system demonstration Trailer placed into service

2013 (December)

Bruce West appointed state fire marshal.

2014 (September)

25th anniversary of *Fire in Minnesota* is published using an updated format.

2015 (April)

110th anniversary of the State Fire Marshal Division.

2016 (May)

The 2015 Minnesota Fire Code was adopted on May 2.

MINNESOTA STATE FIRE MARSHAL ORGANIZATIONAL CHART — STAFFING

FIRE SERVICE SPECIALISTS

SPECIAL PROGRAMS

TATE MILLS

Fire Service Specialist
West Region

JOHN EHRET

Fire Service Specialist
South Region

KEVIN SEDIVY

Fire Service Specialist
East Region

NANCI LIBOR

Recruitment and
Retention Program

BARB LUNDBERG

Office Services Supervisor

CLERICAL TEAM

Danay Freeman
Angela Kappenman
Nathan Le
Annette Lindquist
Randi Samuelson
Marian Whitney

GLEN BERGSTRAND

Fire Safety Supervisor

RESIDENTIAL CARE AND LODGING TEAM

Travis Ahrens
(Hired 8/16)
Dan Beeson
Floyd Cupkie
(Ret. 7/16)
Robert Rexeisen
George Shellum
Richard Sorensen
Chris Watson
Ryan Whiting

FORREST WILLIAMS

Fire Safety Supervisor

SCHOOL TEAM

Joe Faust
Kurt Kastella
Brad Lundquist
(Ret. 3/17)
Kevin McGinty
(Hired 3/17)
John Swanson



CONTACT INFORMATION

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Investigator | Laporte
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McLAUGHLIN, Bruce

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Investigator | Stewartville
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LE, Nathan

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SAMUELSON, Randi

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WHITNEY, Marian

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FIRE CODE TEAM



ABOUT

The Fire Code Team provides fire code information, guidance in the development of state fire code and training on fire code provisions. The team is staffed by two full-time employees and a part-time supervisor.

MEET THE TEAM

Jon Nisja | Supervisor

Location: St. Paul

Contact: 651-201-7204 or jon.nisja@state.mn.us

Tom Jenson | Fire Code Specialist

Location: St. Paul

Duties: Conducts plan reviews for new and existing buildings, fire investigations and fire and life safety education

Contact: 651-201-7221 or thomas.jenson@state.mn.us

WHAT THEY DO

The team's mission is to save lives and property, reduce business interruption and minimize the environmental impact from fire and hazardous materials. The Fire Code Team provides fire safety regulations that can be used throughout Minnesota to help reduce the number and severity of fires.

Since the 1975 adoption of a fire code in Minnesota, fire deaths have dropped dramatically. The fire code is a tool for state and local fire officials to improve fire and life safety in buildings and facilities. We hope to continue reducing fire deaths in Minnesota through refinement and enforcement of the fire code.

BEST OF 2016

State fire code adoption

The SFMD is responsible for developing the technical requirements of the Minnesota State Fire Code. The formal legal adoption is accomplished in cooperation with the Department of Labor and Industry (the agency responsible

for adopting the state building code). A new version of the fire code was adopted in 2016 and became effective on May 2, 2016. In August the division's code staff began a series of training sessions throughout the state on this new code.

State Fire Marshal Conference

On April 26-27, 2016, the SFMD hosted its fifth-annual conference. Over 200 people attended this two-day training event, which featured national speakers and presenters on topics such as apartment fire safety, partnerships in fire prevention, the changing environment of residential fires, propane gas fueling systems, portable fire extinguishers, cooperative fire investigations, fire scene evidence collection and wildland fire investigations.

| FIRE CODE QUESTIONS — 2016 | | | |
|----------------------------|-----------------|--------------|--------------|
| Month | Method received | | |
| | Phone | E-mail | Total |
| January | 68 | 117 | 185 |
| February | 71 | 126 | 197 |
| March | 99 | 145 | 244 |
| April | 79 | 138 | 217 |
| May | 104 | 133 | 237 |
| June | 65 | 137 | 202 |
| July | 74 | 86 | 160 |
| August | 76 | 114 | 190 |
| September | 74 | 108 | 182 |
| October | 72 | 89 | 161 |
| November | 46 | 95 | 141 |
| December | 60 | 106 | 166 |
| Totals | 888 | 1,394 | 2,282 |

2016 BY THE NUMBERS

The team prides itself on same-day responses for code questions or at least answering questions within 24 hours.

- Code questions answered:
 - 2016: 2,282
 - 2015: 2,435
 - 2014: 1,900
 - 2013: 1,700
- Most common methods for questions:
 - Telephone (40 percent) or email (60 percent)
- Code questions are asked by:
 - Code officials: 30%
 - General public: 21%
 - Building owners: 19%
 - Contractors: 18%
 - Others: 11%

In addition to the two full-time staff and part-time supervisor, five other members of the division monitor and respond to fire code emails.

Fire code and fire protection training

State fire code staff worked with the fire protection staff to provide training opportunities to fire departments, fire protection contractors, fire and building code officials and architects.

SFMD staff provided 104 hours of training to more than 1,700 attendees on fire prevention and fire safety in 2016 at locations across the state and at fire inspection conferences, including the annual State Fire Marshal Conference.

DID YOU KNOW?

Since adopting a statewide fire code in 1975, fire deaths in Minnesota have been dropping? In 2016, 36 people died in fires in Minnesota, the second-lowest number of fire deaths ever recorded.

FIRE DATA AND EDUCATION TEAM



ABOUT

The Fire Data and Education Team has four primary functions:

- Collection and analysis of statewide fire data.
- Publication of Fire in Minnesota.
- Fire and life safety education.
- Youth firesetting prevention and intervention.

MEET THE TEAM

Jon Nisja | Supervisor

Contact: 651-201-7204 or jon.nisja@state.mn.us

Nora Gierok | Office and Admin Specialist

Duties: Manages the state fire reporting system, coordinates the Fire in Minnesota report, serves as point of contact for the federal fire reporting system.

Contact: 651-201-7209 or nora.gierok@state.mn.us

Joel Paylor | Office and Admin Specialist

Duties: Manages the SFMD vehicle fleet, arranges travel and training, handles data reporting and other administrative support.

Contact: 651-201-7210 or joel.d.paylor@state.mn.us

Scott Radke | State Fire Data Administrator

Duties: Serves as research analyst for fire data and business processes in the SFMD, trains and supports Minnesota fire departments, supports SFMD investigations and inspections teams.

Contact: 651-201-7222 or scott.radke@state.mn.us

Kathi Osmonson | Youth Fire Prevention and Intervention Coordinator

Duties: Coordinates the Minnesota youth fire prevention and intervention program, trains and manages intervention teams that assist families in need.

Contact: 651-201-7220 or kathi.osmonson@state.mn.us

Amanda Swenson | Fire and Life Safety Educator

Duties: Coordinates and conducts statewide public fire safety education and awareness programs, develops fire prevention materials, works with media to provide fire prevention information.

Contact: 651-201-7214 or amanda.swenson@state.mn.us

WHAT THEY DO

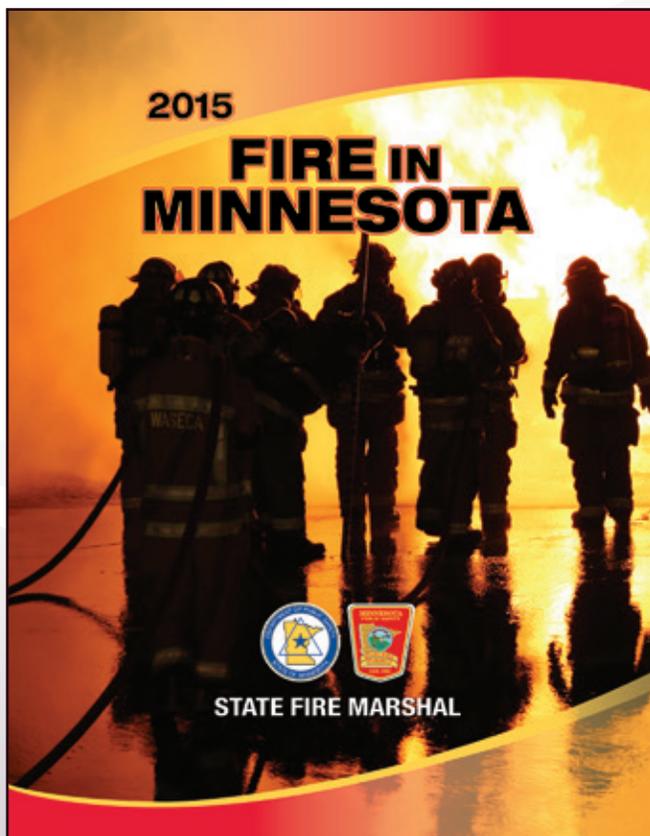
The team's mission is to save lives and property by collecting and analyzing fire-loss data, educating citizens on the dangers of fire, promoting fire-safe behavior, conducting intervention and referrals with youth firesetters and publishing the Fire in Minnesota report. The Fire Data and Education Team collects and disseminates fire-related data and information to help make Minnesota a safer place to live, work and play.

The team seeks to learn where fires are occurring and what causes them in an effort to provide prevention-related information to the public through traditional media, social media, fire departments, government agencies and safety-conscious partner organizations and associations.

BEST OF 2016

“Fire in Minnesota”

The “Fire in Minnesota” report provides a snapshot of Minnesota's fire problem for the prior year.



The 2015 report provided information on more than 275,000 incidents responded to by 768 fire departments. Included were 14,128 fires doing \$223.6 million in damage.

Copies of “Fire in Minnesota” are available on the division's website — sfm.dps.mn.gov — for download. Printed copies are also available by contacting one of the staff in the fire data section.

Fire and life safety education

The team has continued to provide many different training opportunities and resources to fire departments and residents across the state of Minnesota. In 2016, the SFMD began the process of changing to two fire and life safety educators by updating Kathi Osmonson's role to include fire and life safety education along with youth fire prevention and intervention. Kathi will cover the southern half of Minnesota. Fire and Life Safety Educator Amanda Swenson will continue in her role with the northern half of the state.

In 2016, fire prevention educators conducted trainings and presentations across the state in a variety of different venues. Presentations were given to groups across Minnesota fire service including Minnesota State Fire Chiefs Association, local fire departments, fire academy classes, and Fire Officer School. The educators also gave presentations to groups with a vested interest in safety and fire prevention education such as insurance agents, Loss and Safety Control Conference, Minnesota Educator Academy (MEA), and scouts. Educators are able to give a number of different presentations including fire prevention basics, presentation skills, messaging in fire prevention and safety, and updating your fire prevention program.

During the year, educators worked on a number of different committees to assist with fire prevention messages and support. Many of the committees connected directly to Minnesota fire service including MSFCA public education committee, Minnesota Fire Explorer Association, and Minnesota chapter of IAAI arson awareness committee. Educators worked with a statewide falls coalition to work to lower the number of falls in older adults across the state.

FIRE DATA AND EDUCATION TEAM

In April at the State Fire Marshal Conference, the division unveiled a media guide for departments. The media guide is a durable pocket-sized flip book for department public information officers, chiefs, officers and others who may speak to the media. The guide provides short messages and resources to refer to when there is an event involving the media in the community. So far, around 1,500 have been distributed across the state.

Through the connection with the MSFCA public education committee, staff worked jointly with fire prevention educators to create a fire prevention messaging guide. The messaging guide is similar to the SFMD media guide in providing short messages when talking fire safety and prevention. The purpose of the guide was to assist departments in updating messages and having consistent messages across the state.

Staff also worked with the Governor's Fire Prevention Day Committee to assist in coordinating the event at the Minnesota State Fair. The Minnesota State Fire Marshal Division booth featured a dice game which tested visitor's knowledge on fire safety and prevention. Also in the booth was a video showing different fire safety hazards around the home and information on smoke alarms and residential sprinklers.

Along with the state fair, SFMD was present at other state-wide events including Minnesota Educator Academy (MEA). Fire and Life Safety educators along with the school team were on hand to talk about the different work SFMD does to help teachers keep students safe in and out of the classroom. Another large event that attracted participants from around the state, as well as the nation, was a family safety fair at the Mall of America. At the safety fair staff talked to participants about the importance of working smoke alarms and children were excited to get a picture taken with Sparky.

The State Fire Marshal Lending Library continues to be a popular resource for fire departments across the state. This year a third Sparky costume was added. It was checked out across the state for the entire fall fire prevention season. Other resources widely used were videos on a variety of fire safety topics and fire safety books.

The Fire Prevention Newsletter continues monthly as a resource on fire prevention and safety. Around 400 firefighters and safety professionals receive the newsletter each month. The newsletter is also posted on the SFMD website along with other safety resources. If you or your department are not yet on the list please email Amanda Swenson at amanda.swenson@state.mn.us.

FIRE DATA ANALYSIS

| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Total number FDs | 787 | 785 | 789 | 785 | 785 | 785 | 782 | 779 |
| Reporting FDs | 741 (94.1%) | 758 (96.5%) | 767 (97.2%) | 768 (97.8%) | 776 (98.8%) | 776 (98.8%) | 772 (98.7%) | 768 (98.6%) |
| Non-reporting | 46 (5.8%) | 27 (3.4%) | 22 (2.7%) | 17 (2.2%) | 9 (1.1%) | 9 (1.1%) | 10 (1.2%) | 11 (1.3%) |
| Software reporting | 400 (51.1%) | 230 (29.2%) | 178 (22.5%) | 164 (20.9%) | 144 (18.3%) | 152 (19.4%) | 128 (16.4%) | 126 (16.2%) |
| Paper reporting | 341 (43.3%) | n/a |
| Online reporting | n/a | 528 (67.2%) | 589 (74.6%) | 604 (76.9%) | 632 (80.5%) | 624 (79.5%) | 644 (82.3%) | 642 (82.4%) |



Youth Fire Prevention and Intervention

The mission of the division's Youth Fire Prevention and Intervention Program (YFPI) is "to identify youth who misuse fire and provide prompt intervention, including referrals as necessary, to reduce the incidence of youth-set fires." This is accomplished by partnering with regional teams located across Minnesota. Each of these 10 regional teams each have a trained youth fire intervention program manager and collectively have dozens of specialists to assist as well as resources to address youth-set fires.

One of the significant 2016 accomplishments was the publication of a five-year history of youth-set fires in Minnesota. This report can be found on our website at sfm.dps.mn.gov. Click on "youth firesetting" under "for fire departments." The report is on the main page.

In 2016, 34 youth firesetter cases were referred to the regional teams. In addition, the national data repository on youth-set fires called YFIRS (Youth Firesetting Repository & Evaluation System) was launched in April. This national system provides a national reporting platform and evaluation system. Deputy State Fire Marshal and Youth Fire Specialist Kathi Osmonson has been working on the YFIRS development on a national level for a couple of years.

An important component of a successful youth firesetting program is education on the dangers of fire to younger children involved in fireplay. Additional resources and materials were developed and distributed at various conferences and seminars throughout Minnesota. Over 1,500 student contact hours of training was provided in 2016.

2016 BY THE NUMBERS

Fire data analysis

In 2015 and 2016, the team collected fire incident reports from 768 of the state's 779 fire departments and compiled the fire loss data into its annual report: Fire in Minnesota — 2015. Fire departments responded to over 275,000 incidents. Due to the volume and complexity of the data, it takes several months to process and compile this into a usable report.

DID YOU KNOW?

A high percentage of children involved in firesetting activity will continue and escalate that activity unless there is some intervention.

FIRE INVESTIGATION TEAM



ABOUT

The history of fire investigations in Minnesota goes back to the earliest days of the SFMD. When the office of the State Fire Marshal was established in 1905, one of its primary functions was investigating fire origins and causes. Although state statute assigns responsibility for determining origin and cause of fires to the local fire chief, that function remains a high priority for the SFMD to this day, and staff continues to provide investigative services whenever asked by a local FD.

The Fire Investigation Team consists of 11 investigators and one chief investigator. Each investigator works from a home office located in an assigned regional service area. Coverage areas are reviewed regularly to see if changes need to be made to maintain effective response times — typically two to three hours — but it can be longer when weather is a factor.

MEET THE TEAM

Jim Iammatteo | Chief Investigator/Supervisor

Location: Keewatin

Coverage area: Itasca County

Contact: 218-778-0016 or james.iammatteo@state.mn.us

Angela Kappenman | Investigative Team Support

Location: St. Paul

Contact: 651-201-7208 or angela.kappenman@state.mn.us

Steve Wolf | Investigator

Location: Stewartville

Coverage area: Southeast Minnesota

Contact: 763-458-7348 or steven.wolf@state.mn.us

Steve Kellen | Investigator

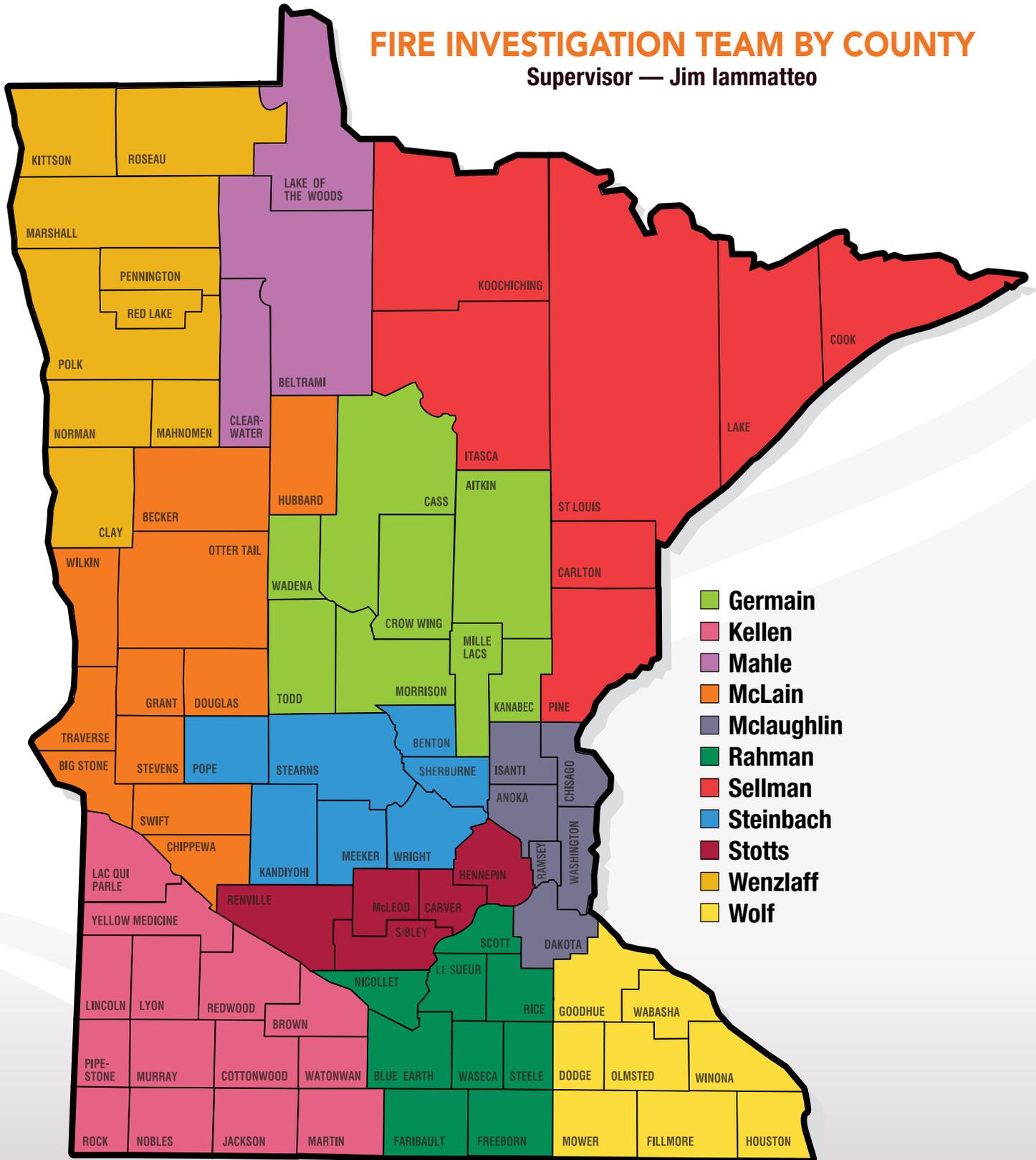
Location: Wanda

Coverage area: Southwest Minnesota

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FIRE INVESTIGATION TEAM BY COUNTY

Supervisor — Jim Iammatteo



FIRE INVESTIGATION TEAM

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Richard Sellman I Investigator

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Coverage area: Northeast Minnesota

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Kevin Mahle I Investigator

Location: Bemidji

Coverage area: North Central Minnesota

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Mark Germain I Investigator

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Coverage area: Central Minnesota

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Andrea Wenzlaff I Investigator

Location: Thief River Falls

Coverage area: Northwestern Minnesota

Contact: 218-684-1007 or andrea.wenzlaff@state.mn.us

John Steinbach I Investigator

Location: New London

Coverage area: Central Minnesota

Contact: 612-710-6825 or john.steinbach@state.mn.us

WHAT THEY DO

The team helps local fire departments determine fire origin and cause and also helps county, state and federal agencies bring arson cases to justice. Investigators help with interviews and interrogation, subpoena documents, and provide other assistance to agencies involved in case resolution. Fire investigation is a complex science, difficult to master but essential to justice. The SFMD's goal has always been to have all investigators trained to the certified fire investigator level, the gold standard in crime investigation, in law enforcement and in the courtroom.

BEST OF 2016

The team continued building relationships in 2016. Investigators worked with fire chiefs, police chiefs, sheriffs, county attorneys and federal employees to build the team's ability to handle fire investigations in accordance with NFPA 921 and 1033. Many new changes are occurring in the fire investigation field and the team is working on keeping up with those changes so they can provide the best service possible in Minnesota.



2016 BY THE NUMBERS

Investigations

The team assists with hundreds of fire investigations each year across Minnesota. Investigation assistance may be requested by local fire service or law enforcement personnel. Investigators will not be dispatched when requests are received from private citizens or insurance companies.

The team has investigated more than 2,400 fires since 2011:

- 2016: 475 (plus 51 consultations)
- 2015: 465
- 2014: 413
- 2013: 396
- 2012: 428
- 2011: 398

Training

Basic and advanced training courses continue to draw interest from Minnesota firefighters and law enforcement officers. Training is mandated by state statute and conducted by Investigator Casey Stotts.

- Training classes in 2016: 21
- Number of attendees: 638

■ Class topics:

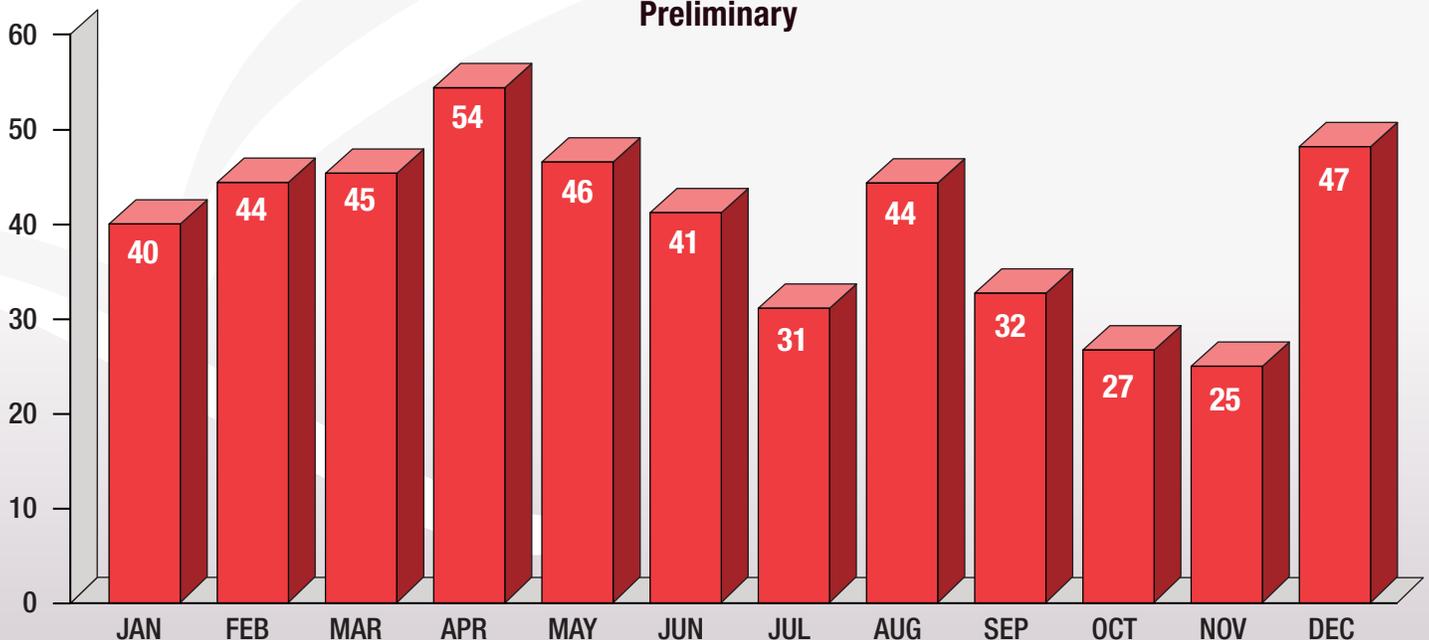
- Organizing the fire scene
- Basic fire investigation
- State fire school
- Basic fire and arson investigation
- Basic fire safety
- A line firefighter's role in fire investigations
- Advanced fire investigation
- Fire death investigation
- Interview and interrogations in fire investigations

DID YOU KNOW?

Fire investigators drive large trucks that carry much of the equipment they need to help investigate a fire. The equipment they always have with them includes such items as shovels and rakes, pry bars, hand tools, gas monitoring devices, cameras, power tools, computers, firefighting turn out gear, safety equipment such as hard hats and eye and ear protection, as well as SCBA breathing apparatus.

INVESTIGATIONS BY MONTH — 2016

Preliminary



FIRE PROTECTION TEAM



ABOUT

The Fire Protection Team performs the following functions:

- Licenses fire protection contractors.
- Certifies installing personnel.
- Issues permits for fire protection systems.
- Reviews plans for these systems.
- Inspects fire protection systems.
- Provides training on fire protection systems.
- Provides technical assistance.

MEET THE TEAM

Jon Nisja | Supervisor

Location: St. Paul

Contact: 651-201-7204 or jon.nisja@state.mn.us

Nathan Le | Protection Team Support

Location: St. Paul

Contact: 651-201-7207 or nathan.le@state.mn.us

Dan Kaiser | Sprinkler Plan Reviewer

Duties: Performs plan reviews, conducts inspections and provides fire protection information to clients

Contact: 651-201-201-7215 or dan.kaiser@state.mn.us

Ryan Kunst | Sprinkler Plan Reviewer

Duties: Performs plan reviews, conducts inspections and provides fire protection information to clients

Contact: 651-201-7217 or ryan.kunst@state.mn.us

Ralph Peterson | Sprinkler Plan Reviewer/Inspector

Duties: Performs plan reviews, conducts inspections and provides fire protection information to clients

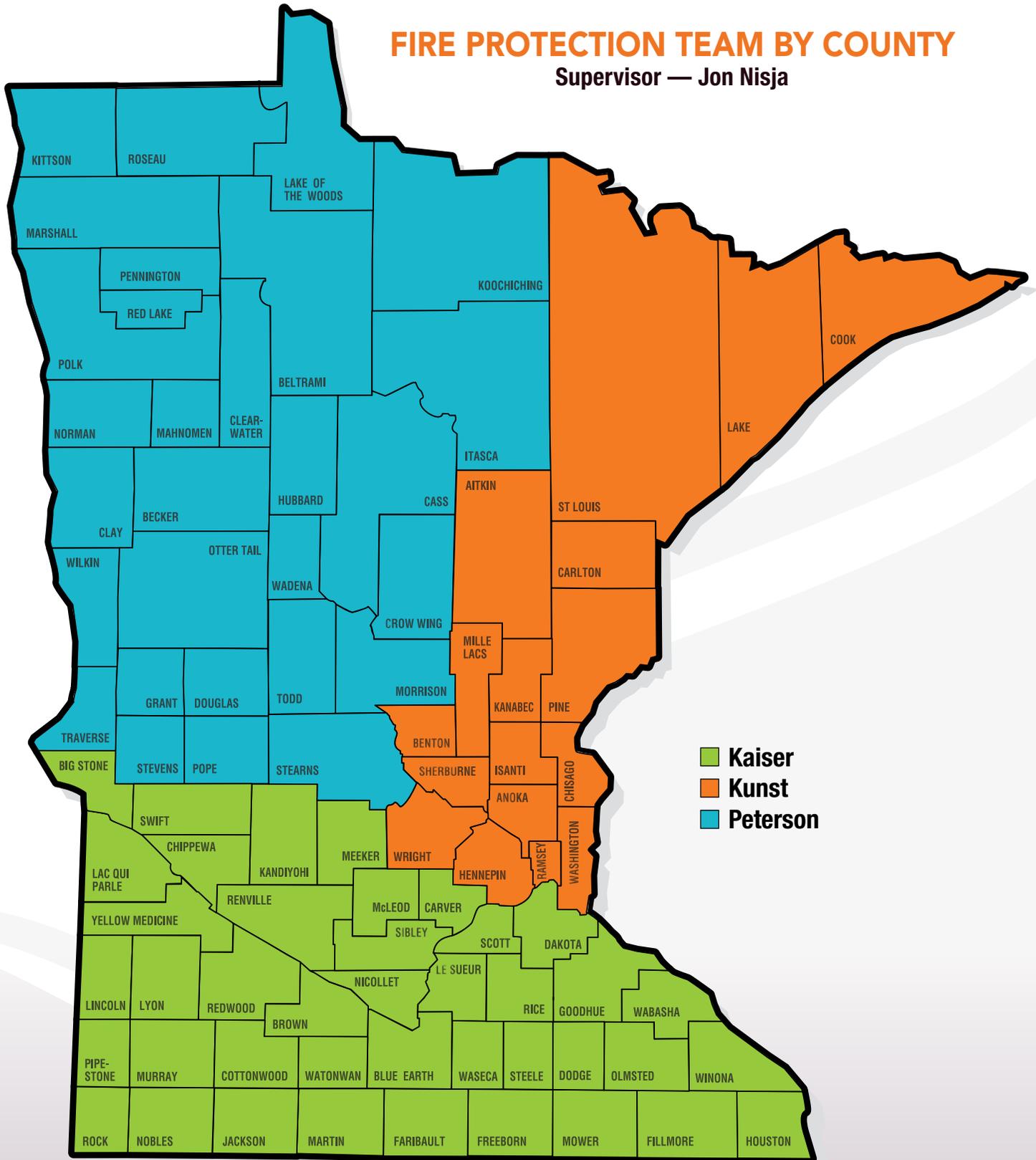
Contact: 651-201-7216 or ralph.peterson@state.mn.us

WHAT THEY DO

The team's mission is to save lives and property through effective licensing, plan review and inspecting fire protection systems. Their efforts ensure that fire protection systems work effectively, reducing the harm caused to people and property by fire.

FIRE PROTECTION TEAM BY COUNTY

Supervisor — Jon Nisja



- Kaiser
- Kunst
- Peterson

FIRE PROTECTION TEAM

The use of fire protection systems is on the rise. The SFMD Fire Protection Team is able to track sprinkler effectiveness and show that these systems are working.

BEST OF 2016

In the early months of 2016, the Fire Protection Team provided training to 515 of the state's 605 sprinkler fitters (85 percent of the sprinkler installers).

2016 BY THE NUMBERS

Contractor licensing

In 2016 there were 69 licensed fire-protection contractors in Minnesota. A breakdown of the licenses is as follows:

- Total licensed contractors: 69 (up from 68 in 2015)
 - Limited contractors: 2
 - Design contractors: 6
 - Fire protection contractors: 61

- Breakdown of fire protection contractors
 - Out-of-state based: 25
 - Minnesota-based: 36
 - Metro area: 25
 - Greater Minnesota: 11

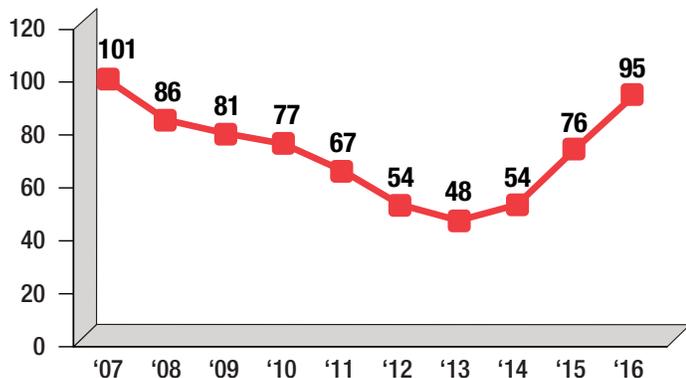
Installer certification

In 2016 there were 689 certificates issued to journeyman sprinkler fitters and managing employees; the following is a breakdown of certificates issued:

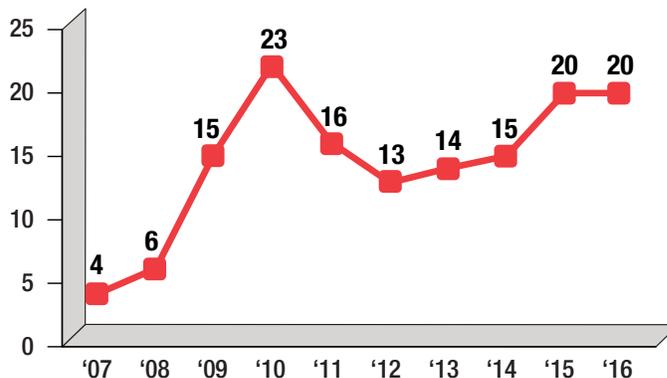
- Number of journeyman sprinkler fitters: 608 (up from 605 in 2015)
- Number of limited journeyman sprinkler fitters: 12 (down from 15 in 2015)
- Number of managing employees: 69 (down from 71 in 2015)

Exams for journeyman sprinkler fitters and managing employees are given every two months. The following shows the exam activity for the past nine years:

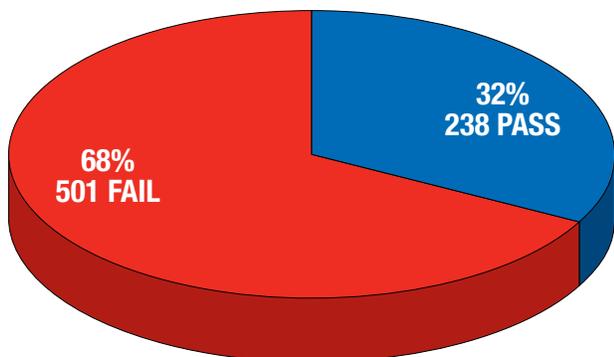
JOURNEYMAN



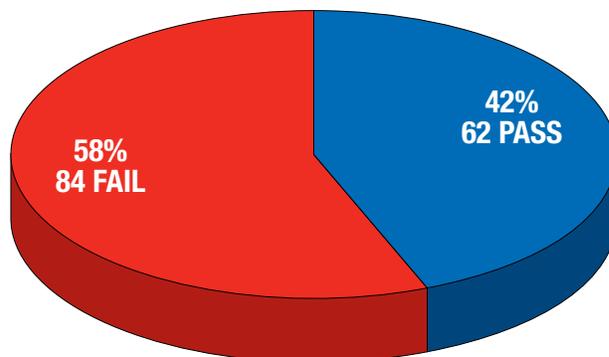
MANAGING EMPLOYEE



JOURNEYMAN EXAM RESULTS 2007 – 2016



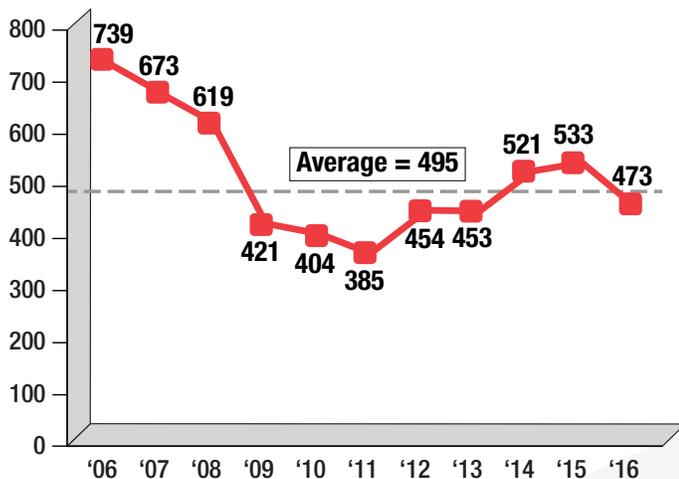
MANAGING EMPLOYEE EXAM RESULTS 2007 – 2016



Permit issuing

There are about 190 communities and townships that issue fire protection installation permits. In all other areas of Minnesota, the SFMD is the issuing authority for fire protection permits. The following table shows permit activity since the program's inception in 1995.

PLANS ASSIGNED A PERMIT NUMBER CALENDAR YEARS 2006 – 2016



Plan reviews and inspections

The team has three full-time employees who perform hundreds of fire protection plan reviews and inspections each year. There was a slight decrease in total plan reviews in 2016, while the number of inspections increased substantially. A breakdown of the plan review and inspection activity for the past six years is shown below:

| PLANS AND INSPECTION ACTIVITY | | | | |
|-------------------------------|-----------------|----------------------|---------------|-------------|
| Year | Initial Reviews | Re-Submittal Reviews | Total Reviews | Inspections |
| 2011 | 381 | 82 | 463 | 481 |
| 2012 | 473 | 52 | 525 | 441 |
| 2013 | 400 | 59 | 459 | 274 |
| 2014 | 424 | 80 | 504 | 312 |
| 2015 | 524 | 53 | 577 | 308 |
| 2016 | 491 | 48 | 539 | 423 |

Fire protection systems training

Training on proper fire protection system installation and operation is an important function of the Fire Protection Team. In 2012, the SFMD had a trailer constructed to demonstrate fire protection systems. The trailer has seven sprinkler and standpipe systems, plus a functional fire alarm and detection system. The fire protection system demonstration trailer is transported around Minnesota and used to train fire service personnel, code officials and facility representatives.

Here is the data on the Fire Protection System Demonstration Trailer activity:

- Number of demonstrations in 2016: 23
- Number of participants: 434

In addition, the fire protection team revised its 28-hour Sprinkler Plan Review and Hydraulics Class and delivered that training at two separate locations in 2016. There were also training sessions for sprinkler fitters, who install fire sprinkler systems at various locations across the state in 2016. This training reached 580 of the state's nearly 700 sprinkler installers (83 percent of the certified installing personnel in Minnesota).

DID YOU KNOW?

The most common place for sprinkler saves the past 12 years is apartment buildings.

FIRE SERVICE SPECIALISTS



ABOUT

The Fire Service Specialist is a liaison between the SFMD and Minnesota fire departments. The Fire Service Specialist also provides assistance as requested by fire department officials across Minnesota.

MEET THE TEAM

John Ehret — Fire Service Specialist South

Location: Woodbury

Contact: john.ehret@state.mn.us or 651-323-7134

Tate Mills — Fire Service Specialist West

Location: Albertville

Contact: tate.mills@state.mn.us or 320-333-2817

Kevin Sedivy — Fire Service Specialist East

Location: Cross Lake

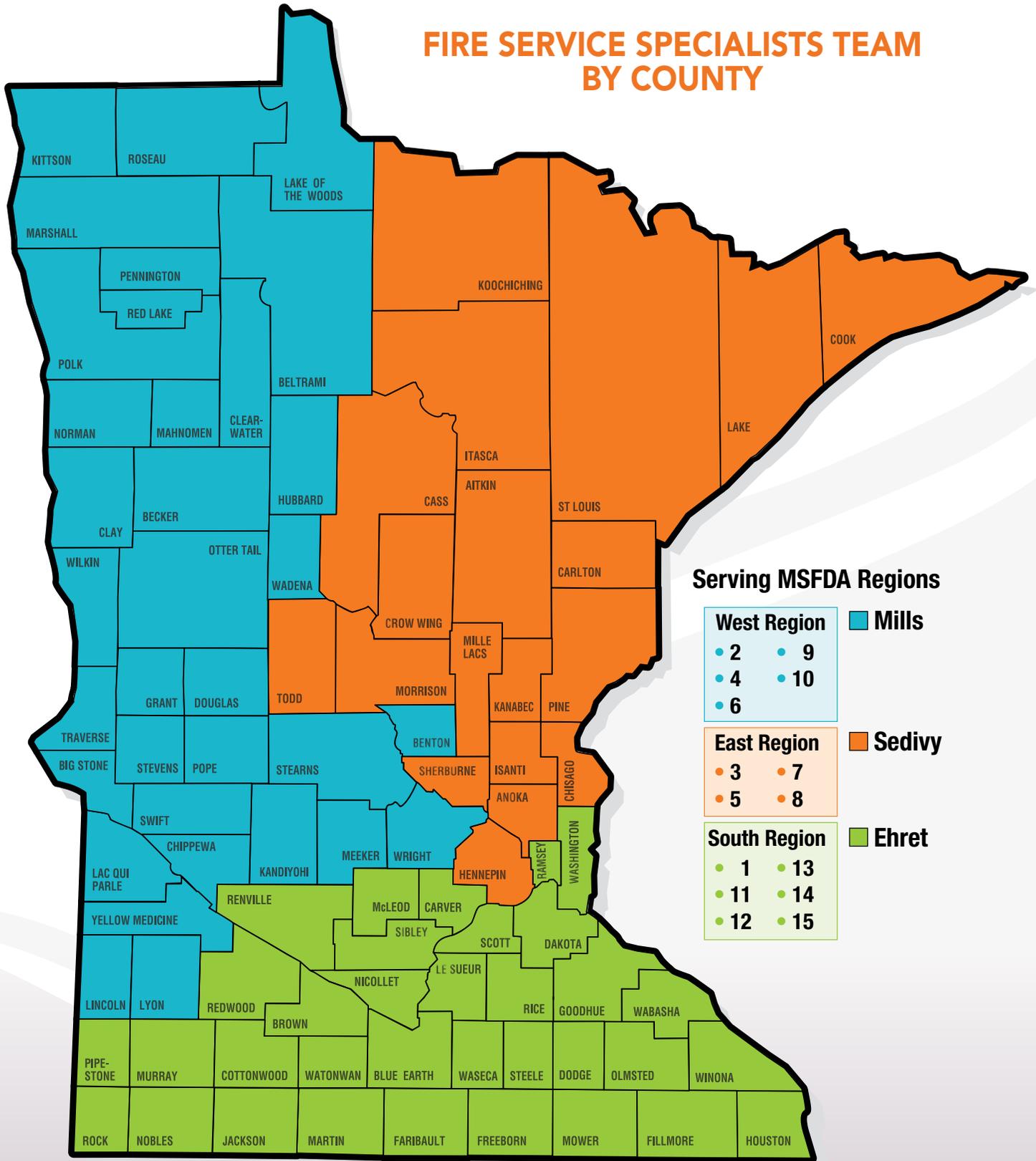
Contact: kevin.sedivy@state.mn.us or 651-295-1639

WHAT THEY DO

The Fire Service Specialist assists fire departments upon request with the following:

- Answering the 1-800-FIRE-LINE (national fire department information number)
- National Fire Academy (NFA) state training point of contact
- Publications from SFMD available on website
- Fire department management assistance
- Disciplinary issues
- Grant assistance
- Contracts/disputes/arbitration
- Minnesota Board of FireFighter Training and Education Funding
- Development of SOPs/SOGs
- Service Planning Grant Program
- Minimum credentials/requirements
- Mutual-aid agreements/joint-powers agreements
- Fireworks and explosives annual permitting

FIRE SERVICE SPECIALISTS TEAM BY COUNTY



Serving MSFDA Regions

| | |
|---------------------|---------------|
| West Region | Mills |
| • 2 | • 9 |
| • 4 | • 10 |
| • 6 | |
| East Region | Sedivy |
| • 3 | • 7 |
| • 5 | • 8 |
| South Region | Ehret |
| • 1 | • 13 |
| • 11 | • 14 |
| • 12 | • 15 |

FIRE SERVICE SPECIALISTS

BEST OF 2016

A study regarding the Shared Services Grant Program was completed in 2016. The team is working on four recommendations to bolster this program and hopes some funding will be available in fall 2017.

More and more fire departments are expressing concerns for the future of volunteer or paid-on-call firefighters. This is a problem not just in Minnesota but across the country. Do we need to re-evaluate how we recruit and retain volunteer or paid-on-call firefighters? Do we need to consider adjusting our expectations of them to more closely align with the conflicting needs of young families? The team is working on a few programs that we feel will help the recruit and retention issue in Minnesota.

2016 BY THE NUMBERS

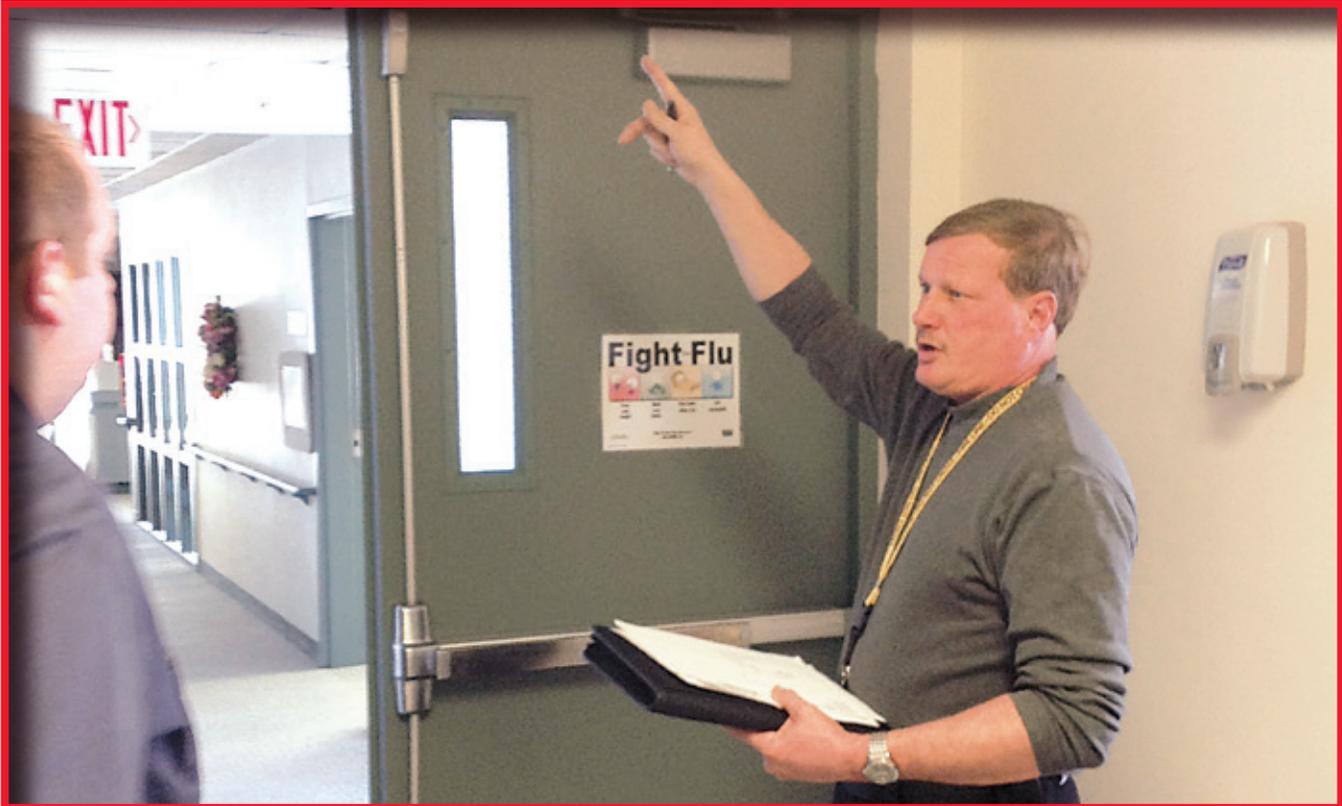
The team reviewed 21 Assistance to Firefighters Grants for fire departments before they were to FEMA in November.

The team met with 32 fire departments one-on-one to provide information on training, grants, shared services and other information programs the SFMD and Minnesota Board of Firefighter Training and Education have to offer.

DID YOU KNOW?

The SFMD has purchased three Firevent mobile ventilation/forcible entry trailers with Assistance to Firefighter Grant funds. These trailers are placed strategically across the state to make a more realistic hands-on experience in basic fire department operations like cutting ventilation holes on a roof or end walls, forcible entry, etc. We have put in for an AFG grant for three car fire props as well as a helicopter fire prop that will be placed at Camp Ripley. Contact your training provider to learn how to bring the trailer to your department for training. You can also contact your fire service specialist for further details.

HEALTH CARE TEAM



ABOUT

The Health Care Team is responsible for the inspection of all health care facilities licensed by the Minnesota Department of Health and also those federally certified by the Federal Centers for Medicare/Medicaid Services for federal reimbursement. Inspections are also conducted as required by the Minnesota Department of Corrections (DOC).

Health care facilities in these categories include:

- Hospitals
- Nursing homes
- Boarding care homes
- Supervised licensed facilities
- Outpatient surgical centers
- Hospice facilities
- Prisons/jails

In addition to the above facilities, the team inspects adult foster care facilities upon their initial license application to the State DHS.

The team is made up of 11 personnel: A fire safety supervisor, two support staff and eight inspectors.

MEET THE TEAM

Tom Linhoff I Supervisor

Location: St. Paul

Contact: 651-201-7205 or tom.linhoff@state.mn.us

Angela Kappenman I Health Care Team Support

Location: St. Paul

Contact: 651-201-7208 or angela.kappenman@state.mn.us

Marian Whitney I Health Care Team Support

Location: St. Paul

Contact: 651-201-7213 or marian.whitney@state.mn.us

William Abderhalden I Inspector

Location: Otsego

Coverage: West Metro

Contact: 507-361-6204 or william.abderhalden@state.mn.us

James Anderson I Inspector

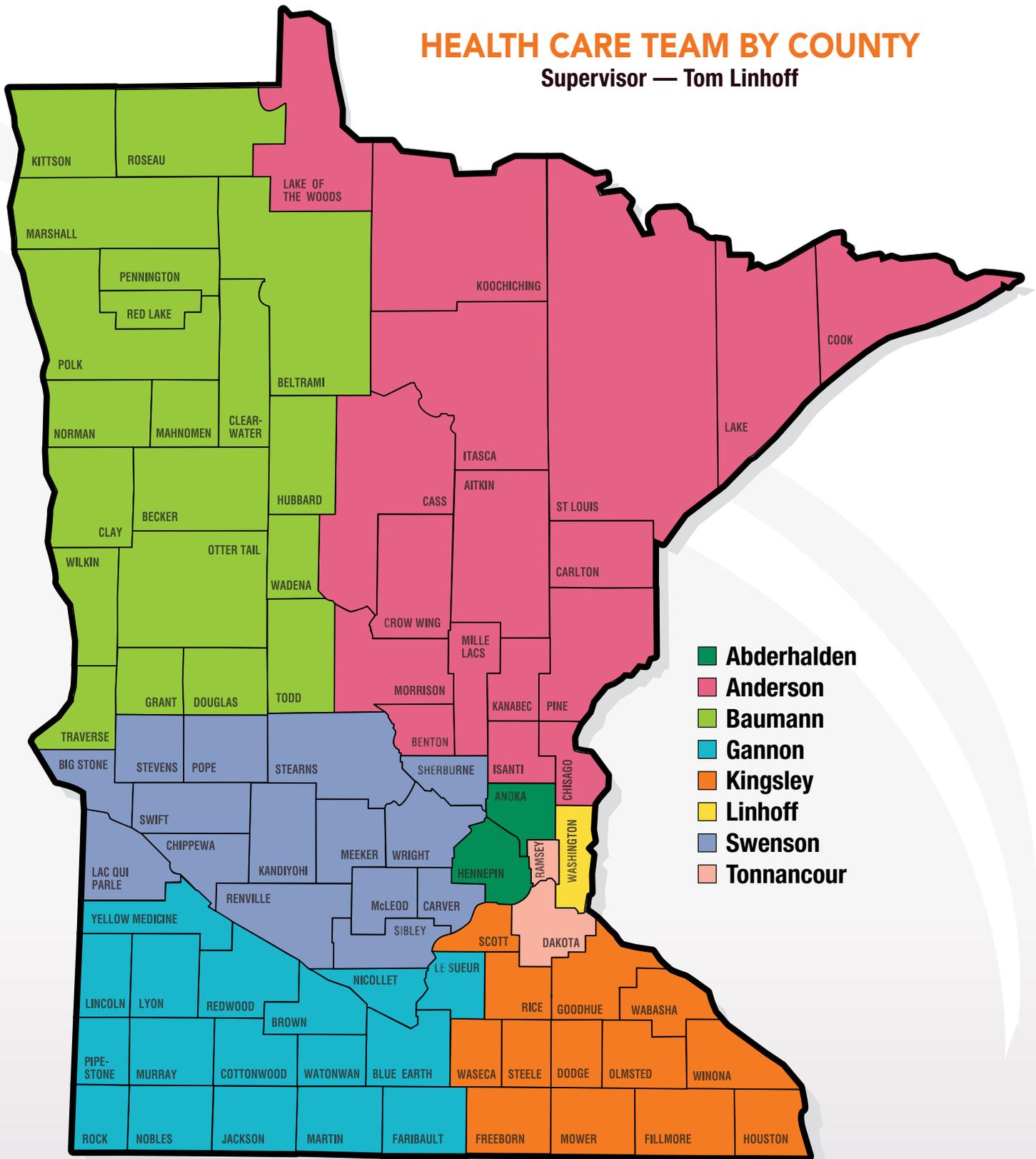
Location: Little Falls

Coverage area: Northeastern Minnesota

Contact: james.a.anderson@state.mn.us or 651-249-6880

HEALTH CARE TEAM BY COUNTY

Supervisor — Tom Linhoff



HEALTH CARE TEAM

Robert Baumann I Inspector

Location: Alexandria

Coverage: Northwestern Minnesota

Contact: 612-430-1276 or Robert.baumann@state.mn.us

Larry Gannon I Inspector

Location: Janesville

Coverage area: Southwestern Minnesota

Contact: larry.gannon@state.mn.us or 651-769-7779

Roy Kingsley I Inspector

Location: Mendota Heights

Coverage: Southeastern Minnesota

Contact: 651-769-7772 or roy.kingsley@state.mn.us

Kerry Queen I Inspector

Location: St. Cloud

Coverage: Statewide

Contact: 651-769-7780 or kerry.queen@state.mn.us

Kim Swenson I Inspector

Location: St. Francis

Coverage area: West Central Minnesota

Contact: 651-769-7773 or kimberly.swenson@state.mn.us

Brian Tonnancour I Inspector

Location: New Richmond Wisconsin

Coverage: East Metro

Contact: 651-470-4416 or brian.tonnancour@state.mn.us

WHAT THEY DO

Annual fire inspections help assure that every resident and/or patient of a Minnesota health care facility has a living environment reasonably safe from the dangers of fire and related emergencies.

SFMD fire inspectors are certified through the Minnesota Fire Service Certification Board as a fire inspector I or II and have extensive fire inspection experience. Because this team is responsible for enforcing the Center for Medicare

and Medicaid Services (CMS) fire safety program, each inspector is required to attend a week-long CMS training class on the Life Safety Code, which is the basis of the CMS fire safety program. They must also attend a 24-hour class from CMS including Health Care Facilities (NFPA Standard 99) and Fire Safety Evaluation System (NFPA Standard 101A) for both health care facilities and board-and-care facilities.

BEST OF 2016

We had a full team of inspectors to start the year. All inspectors are certified by the CMS and trained to the 2012 Life Safety Code, which enables them to inspect all federally regulated healthcare facilities to the latest code requirements.

2016 BY THE NUMBERS

Inspections

The Health Care Team conducted 1,033 inspections in hospitals, nursing homes, boarding caring homes, supervised living facilities, outpatient surgical centers, hospice facilities and prisons/jails.

Hospitals and nursing homes present some of the most complicated fire inspections. Large complexes often feature many types of occupancies, including institutional, assembly, storage, maintenance, helicopter landing pads, clinics, and doctors' offices.

Here is a breakdown of our 2016 inspections:

- Special hospital validation inspections: 5
- Hospital inspections: 39
- Nursing home inspections: 404
- Supervised living inspections: 246
- Surgery center/clinic inspections: 25
- Prison/jail inspections: 104
- Foster care inspections: 210

The **top five** most frequently cited **fire safety deficiencies** by our health care inspectors are:

- 1.** Failure to conduct required fire drills.
- 2.** Failure to separate hazardous areas.
- 3.** Failure to maintain fire sprinkler systems.
- 4.** Failure to test/inspect emergency generator.
- 5.** Failure to maintain electrical wiring/equipment.

Training

The Health Care Team provided information last year at the annual conferences of the three primary healthcare organizations that represent the hospitals and nursing homes in the state: Care Providers of Minnesota (CPMn), Leading Age Minnesota (LAM) and the Minnesota Health Care Engineering Association (MHCEA).

Care Providers and Leading Age Minnesota provide numerous resources to their membership. The MHCEA focuses on the facility engineers. It is the MHCEA membership that the HC team members have the most direct contact with during their fire inspections, and to whom we provide the most up-to-date information with respect to regulations with which facilities and staff must be in compliance in order to maintain state licenses and federal certification. The primary focus is on fire prevention and helping the facilities maintain a fire-safe environment for residents, patients, staff and visitors.

DID YOU KNOW?

All health care inspectors are specially trained to provide life safety inspections throughout Minnesota in federally funded facilities. A 30-hour life safety transitional course was provided by CMS with the adoption of the 2012 Life Safety Code on July 5, 2016.

RESIDENTIAL CARE AND LODGING TEAM



ABOUT

The Residential Care and Lodging Team (RCLT) was created following several tragic losses of life in Minnesota lodging buildings. Comprehensive fire safety inspections now help make Minnesota a safer travel, vacation and conference destination.

The RCLT:

- Conducts fire safety inspections in hotels throughout Minnesota. Each hotel is inspected at least once every three years with follow-up fire safety inspections as needed.
- Conducts initial fire safety inspections of all Department of Human Services-licensed facilities, including day care centers, family child care, adult day care, day training and habilitation, child foster care and chemical dependency.
- Conducts fire safety inspections on request from or because of a complaint to the local fire department or municipality.
- Provides training on fire code requirements to child care and foster care licensors, providers and local fire marshals.

National and state statistics show people are most vulnerable to fire when they are sleeping. Most fires happen in residential properties; in Minnesota, 77 percent of fires and 74 percent of fire fatalities for 2015 were in residential properties. Having working smoke detectors and suppression systems are critical to waking people who are sleeping for providing adequate time for escape.

MEET THE TEAM

Glen Bergstrand | Supervisor

Location: Duluth

Contact: 218-721-4447 or glen.bergstrand@state.mn.us

DaNay Freeman | Residential Team Support

Location: St. Paul

Contact: 651-201-7211 or danay.freeman@state.mn.us

Randi Samuelson | Residential Team Support

Location: St. Paul

Contact: 651-201-7212 or randi.j.samuelson@state.mn.us

RESIDENTIAL CARE AND LODGING TEAM

Travis Ahrens | Inspector

Location: Owatonna

Coverage area: Southeast Minnesota

Contact: 507-3084189 or travis.ahrens@state.mn.us

Dan Beeson | Inspector

Location: Brainerd

Coverage area: Northeast Minnesota

Contact: 612-270-9402 or dan.beeson@state.mn.us

Bob Rexeisen | Inspector

Location: Circle Pines

Coverage area: Metro Area

Contact: 612-386-4657 or robert.rexeisen@state.mn.us

George Shellum | Inspector

Location: Silver Lake

Coverage area: Southwest Minnesota

Contact: 320-327-8465 or george.shellum@state.mn.us

Richard Sorensen | Inspector

Location: Fergus Falls

Coverage area: West Central Minnesota

Contact: 651-769-7785 or richard.sorensen@state.mn.us

Chris Watson | Inspector

Location: Coon Rapids

Coverage area: Metro Area

Contact: 763-754-0343 or chris.watson@state.mn.us

Ryan Whiting | Inspector

Location: Bemidji

Coverage area: Northwest Minnesota

Contact: 218-444-4757 or ryan.whiting@state.mn.us

WHAT THEY DO

The mission of the RCLT is to prevent fire deaths and property loss in hotels and residential care homes. People are most vulnerable when they are sleeping in unfamiliar buildings with no one awake to notice a developing fire. As the number of people and the size of a building increase, the potential for loss of life increases, too.

The RCLT mitigates this hazard through fire safety inspections of all hotels in Minnesota every three years, as required by law, with follow-up inspections as needed to gain compliance with the Minnesota State Fire Code. Training and consultation on fire safety requirements and fire prevention is provided to municipalities who conduct fire safety inspections of hotels and residential care homes, and to building owners, licensors and managers.

Residential care homes (day care, foster care, rehab) are inspected for fire safety when first licensed by the DHS.

Fire code safety requirements depend on the use of the building, age of construction, size of the building and other occupancies within the building (such as places of assembly, retail, garages and hazardous areas). Fire safety may include fire sprinkler systems, fire alarm systems, fire-protected exit corridors and stairways, employee safety training, exit route identification, emergency lighting, fire resistive construction and other requirements, depending on the size and use of the building.

THE BEST OF 2016

Bob Rexeisen is developing a hotel booklet on how to maintain fire safety protection components, which will be available shortly.

In 2016 the RCLT continued to expand its collaboration and build relationships with other state and local agencies as well as private stakeholders. The RCLT provided fire code training specific to DHS-licensed facilities in six locations around the state. In addition to providing training on the new fire code requirements, these sessions also provided an important opportunity for RCLT staff to meet and network

with licensors and local inspectors. A total of 51 hours of training were provided to 201 county and private licensors and 92 state and local inspectors. In addition training was provided to 40 licensed care providers in one location.

In an effort to help hotel managers to comply with the emergency plan and employee training requirements of the fire code, the RCLT is also developing a brochure that can be provided to hotel staff explaining these requirements in a clear and simplified format.

Dan Beeson and George Shellum are soon providing a class on fire code requirements for hotels for contract fire departments and others wishing to attend.

2016 BY THE NUMBERS

Inspections

The RCLT is spread out across the state and assists with hundreds of inspections each year. The following is a breakdown of inspections in 2015 and 2016. These stay fairly consistent from year to year with all hotels in the state being inspected once every three years.

Hotels:

- 291 fire safety inspections
- 398 follow-up inspections
- 1,149 fire safety violations cited

DHS-licensed facilities:

- 996 fire safety inspections
- 144 follow-up inspections

Facilities

Here is the breakdown of child care centers, family child care settings, child foster care homes, adult foster care homes and community residential settings in Minnesota at the end of 2016. As you can see, there are a lot of people located throughout Minnesota helping others by providing daily care for children and vulnerable adults.

- 1,719 child care centers
- 8,825 family child care settings
- 4,110 child foster care homes
- 1,117 adult foster care homes
- 3,467 community residential settings

DID YOU KNOW?

Hotel guest room smoke detectors and home/apartment smoke detectors must be replaced when reach 10 years of age.



SCHOOL INSPECTION TEAM



ABOUT

The public school inspection program was established by the Minnesota Legislature in 1990 following several destructive school fires in the late 1980s. The legislation requires the State Fire Marshal Division to inspect each of Minnesota's roughly 1,750 public and charter school buildings once every three years, including primary, middle, secondary and alternative schools.

The School Inspection Team consists of four inspectors and one supervisor. Each member is assigned to a geographical inspection region. All school inspectors hold, at a minimum, a Fire Inspector II certification from the Minnesota Fire Service Certification Board and participate in continuing education each year.

MEET THE TEAM

Forrest Williams I Supervisor

Location: Duluth

Coverage area: Northeastern Minnesota

Contact: 651-769-7784 or forrest.williams@state.mn.us

Randi Samuelson I School Team Support

Location: St. Paul

Contact: 651-201-7212 or randi.j.samuelson@state.mn.us

Joe Faust I Inspector

Location: Lonsdale

Coverage area: Southern Minnesota

Contact: 507-602-0651 or joseph.faust@state.mn.us

Kurt Kastella I Inspector

Location: Underwood

Coverage area: Northwestern Minnesota

Contact: 651-769-7775 or kurt.kastella@state.mn.us

Kevin McGinty I Inspector

Location: Zimmerman

Coverage area: Northern Metro and Surrounding Counties

Contact: 651-888-9119 or kevin.mcginty@state.mn.us

John Swanson I Inspector and Plans Examiner

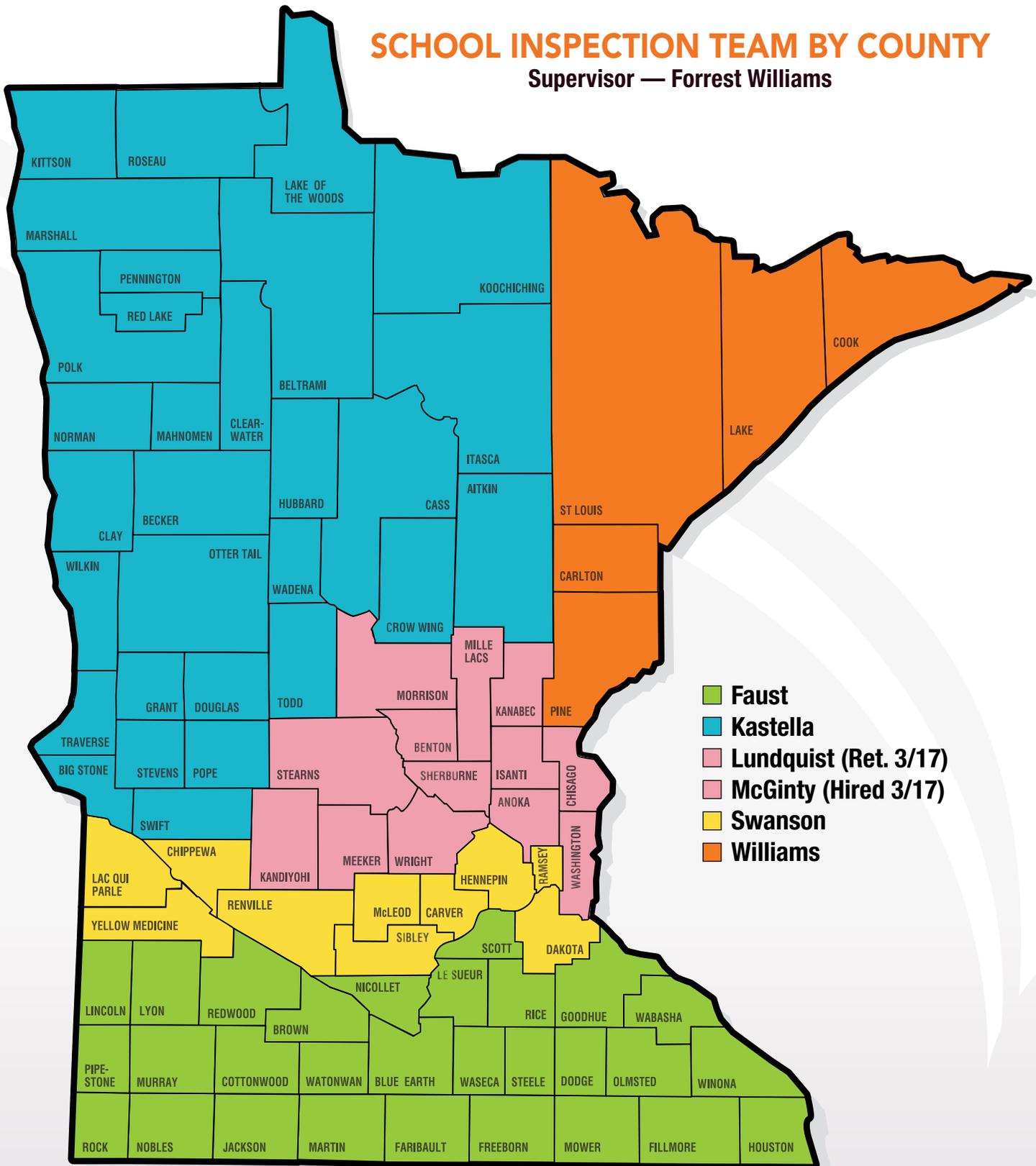
Location: Lakeville

Coverage area: South Central Minnesota

Contact 651-334-3217 or john.swanson@state.mn.us

SCHOOL INSPECTION TEAM BY COUNTY

Supervisor — Forrest Williams



SCHOOL INSPECTION TEAM

WHAT THEY DO

The primary goal of the program is to identify and correct fire and life safety violations that have historically contributed to disastrous events in schools. To this end, school inspectors focus their attention on the following:

- Adequate means of egress.
- Required fire alarm and fire suppression systems.
- Required fire resistance rated construction features.
- Identification and abatement of fire hazards.
- Educating school administration and staff on fire prevention practices and code compliance.
- Emergency evacuation plans and procedures.

Because many Minnesota school buildings were constructed prior to the adoption of statewide building and fire codes, SFMD officials developed policies to allow installation of automatic sprinkler and fire alarm systems to compensate for the fire safety deficiencies found in these older buildings. Many of these policies were later incorporated into the state fire code. Dozens of school fires have been detected early, controlled or extinguished by fire protection systems installed under these policies.

When school inspectors identify fire code deficiencies, the schools must provide a plan to correct them. Inspectors review these plans to assure that alarm installations and other construction projects meet minimum code requirements.

Evaluating program effectiveness

According to Minnesota Fire Incident Reporting System (MFIRS) data, Minnesota has 30 percent fewer fires in educational occupancies when compared to the national rate.

Even more impressive is the fire loss comparison, where the average financial loss per school fire in Minnesota has typically been 80 percent below national average when compared to the most recent national data — the only

outlier being the total loss of a Minnesota elementary school in 2014 due to a late-night lightning strike. However, prior to that event, there hadn't been a major fire loss in a Minnesota school building for nearly 20 years.

It should also be noted that before the inception of the school inspection program in 1990, fire losses in Minnesota schools closely mirrored the national averages — signifying a 75 percent reduction in fire loss since the inspection program began.

THE BEST OF 2016

A primary focus of SFMD school inspectors in 2015 was to review each school's fire emergency plans and procedures for proper content and effectiveness, including procedures for helping occupants who may require special assistance during emergencies. Additionally, inspectors provided contact information and resources from the Minnesota School Safety Center to districts needing assistance in developing comprehensive, multi-hazard crisis plans.

2016 BY THE NUMBERS

Inspections

In 2016 the School Inspection Team conducted 518 inspections and 400 follow-up inspections, resulting in the discovery of 3,208 violations. The 10 most common violations cited by school inspectors are:

1. Means of egress
2. Electrical issues
3. Fire protection systems
4. Storage arrangements
5. Fire resistance rated construction
6. Interior wall or ceiling finish
7. Fire safety and emergency planning
8. Portable fire extinguishers
9. Maintenance of emergency power systems
10. Combustible waste materials

Training

School Inspection Team members provide fire code and inspection training for code officials and local school inspectors, including those units of government authorized to inspect public schools within their jurisdiction. Other training is available for school maintenance staff and administrators, school safety consultants, fire protection system contractors, design professionals and general stakeholders.

Our school inspectors provide quick answers and onsite consultations on code requirements, fire safety practices and emergency planning.

- Training sessions in 2016: 29
- Training hours: 114
- Number of attendees: 822
- Training topics:
 - Door locking and control systems
 - Fire extinguisher use
 - Common fire code violations
 - State Fire Code
 - Fire alarm systems

DID YOU KNOW?

There hasn't been a reported civilian fire injury in a Minnesota school since 2011. Nearly 60 percent of Minnesota public schools are protected with automatic fire sprinkler systems.

SPECIAL TEAMS AND PROJECTS



THE SFMD HONOR GUARD

ABOUT

The Honor Guard was created after a retired staff member died in 2013 and his family requested the SFMD staff participate in the visitation and funeral service.

MEET THE TEAM

Joe Faust | Commander

Contact: joseph.faust@state.mn.us or 507-602-0651

Dan Beeson

Contact: dan.beeson@state.mn.us or 612-270-9402

James Iammatteo

Casey Stotts

Thomas Linhoff

Amanda Swenson

Brad Lundquist

Ralph Peterson

Kathi Osmonson

Kevin Sedivy

Kerry Queen

Rich Sellman

Bob Rexeisen

WHAT THEY DO

The 13-member group provides honor guard and color presentation detail for special occasions including:

- Retirements
- Funerals
- Conferences

HOW TO REQUEST THE HONOR GUARD

All requests for the Honor Guard will be forwarded to the State Fire Marshal for consideration. Once a request has been approved, team leaders will contact members for availability to respond and provide all information on the event, its location and times. Go to our website at sfm.dps.mn.gov under the "services" tab to find the Honor Guard webpage to make a request.

2016 EVENTS

The SFMD Honor Guard participated in seven events in 2016, including one funeral.

BEST OF 2016

The Honor Guard presented colors for the “911 Traveling Memorial” presentation at the Fairmont County Fair.

DID YOU KNOW?

The SFMD Honor Guard attended a three-day training camp hosted by the West Metro Fire Department at Camp Ripley in March. The presenters were from the Milwaukee Regional Honor Guard team.

SPECIAL PROJECTS

ABOUT

The special projects coordinator is responsible for the Recruitment and Retention Stipend Pilot Program, the Turnout Gear Washer/Extractor Grant Program and other special projects as assigned by the state fire marshal.

MEET THE SPECIAL PROJECTS COORDINATOR

Nanci Libor, Program Administrator

Location: Elk River

Contact: nanci.libor@state.mn.us or 612-270-6956

WHAT SHE DOES

The special projects coordinator assists the SFMD with the following:

- Recruitment and retention
- The Gear Washer Program
- Other special projects

BEST OF 2016

Through the Turnout Gear Washer/Extractor Award program we were able to grant awards of up to \$10,000 to 39 fire departments to assist with the purchase and installation of a gear washer/extractor. This equipment helps clean firefighter gear. Studies have shown that firefighters are acutely exposed to known carcinogens during structure and other fires and are continually exposed via turnout gear that is soiled due to exposure to toxic combustion byproducts.

2016 BY THE NUMBERS

The Recruitment & Retention Stipend Pilot Program helps volunteer/paid on call fire departments and EMS organizations with recruitment and retention efforts by paying qualified volunteers a \$500 annual stipend. In 2016, we received applications from all 125 qualified fire departments and 67 EMS organizations. Approximately 3,109 volunteers received the payment. This program is in place through 2016.

DID YOU KNOW?

According to the National Institute for Occupational Safety and Health (NIOSH) 68 percent of firefighters develop cancer compared with 22 percent of the general population.

SUPPORT TEAM



ABOUT

The SFMD home office in St. Paul has a team of six talented individuals that make sure the division is in great shape to run at optimal levels. Formerly called the clerical staff, these nine professionals are now known as the Support Team, a name which better reflects the range of responsibilities carried out by its members.

MEET THE TEAM

Barbara Lundberg | Supervisor

Contact: Barbara.lundberg@state.mn.us or 651-201-7203

Danay Freeman | Residential Care and Lodging Team Support

Contact: danay.freeman@state.mn.us or 651-201-72011

Angela Kappenman | Investigations, Health Care, Adult Foster Care and Explosives Support

Contact: angela.kappenman@state.mn.us or 651-201-7208

Nathan Le | Fire Protection and State Fire Marshal Conference Support

Contact: nathan.le@state.mn.us or 651-201-7207

Randi Samuelson | Schools and Residential Care and Lodging Team Support

Contact: randi.j.samuelson@state.mn.us or 651-201-7212

Marian Whitney | Health Care Team Support

Contact: marian.whitney@state.mn.us or 651-201-7213

WHAT THEY DO

The complexities of electronic technology have vastly changed the skills required and the level of performance necessary to keep up with the fast pace of the inspectors, investigators, and citizens who depend on the SFMD. No longer the clerical typist of yesteryear, each Support Team member is proficient in the operation of several computer software programs, some of which are job specific, some which occasionally change and require

retraining and some of which are completely new. Each team member has individualized, detailed responsibilities for maintaining the schedules and submitted reports of the field staff. Support Team members relieve the field staff of some of the details that must be met to successfully conduct our classes around the state. Calls from the public are responded to in a timely and professional manner so issues can be resolved. We respect that we hold a position which is critical to the smooth operation of our complicated organization.

THE BEST OF 2016

Over the years, office support has evolved from typewriters, carbon copies, White-Out, and the delays inherent in the use of the mail service to modern electronic technology. The office environment has completely changed, demanding new skills, faster pace, and more immediate response times by everyone. The deputy state fire marshals, management, fire service professionals, and the citizens all depend on the SFMD support staff to provide prompt and professional guidance through a vast array of issues. The team worked hard and succeeded in 2016 in meeting those high expectations.

2016 BY THE NUMBERS

The Support Team reviewed and analyzed 5,700 reports in 2016. The reports contained findings following the investigations of fires and the inspections of nursing homes, hospitals, out-patient clinics, daycares, schools, adult and child foster care homes, hotels and motels. Sprinkler plans are reviewed and installations are inspected in construction and remodeling projects. Sites are inspected for explosive permits. Each of these actions requires the careful and thorough documentation by the support team.

DID YOU KNOW?

All of the Support Team members wear many hats. In addition, each member specializes in a SFMD program.

MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION



ABOUT

The Minnesota Board of Firefighter Training and Education's (MBFTE) mission is to standardize training by providing funding to pay for it and by licensing Minnesota firefighters. The MBFTE's vision is to reduce fire-related deaths and injuries through excellence in fire service training and education.

MEET THE TEAM

Steve Flaherty | Executive Director

Location: St. Paul

Contact: 651-201-7258 or steve.flaherty@state.mn.us

Margaret Koele | Licensing Coordinator

Location: St. Paul

Duties: Manages and administers the MBFTE's legislative mandate to license firefighters; oversees laws, rules and regulations for firefighter licensure; works with the Attorney General's Office regarding the licensing process

Contact: 651-201-7259 or margaret.koele@state.mn.us

WHAT THEY DO

The MBFTE was established by the Minnesota Legislature to:

- Review fire service training needs and make training recommendations to Minnesota fire service organizations
- Establish standards for educational programs for the fire service and develop procedures for continuing oversight of those programs
- Establish qualifications for fire service training instructors
- Establish standards under which reimbursement will be provided to departments for training and education

The MBFTE has several funding and training reimbursement programs for the fire service to make use of, including: Fire Department Training Reimbursement Award; Live Burn; NFPA 1001 with certification; Conferences and Seminars Award; Incident Safety Officer; Mass and Gross Decon; Railway and Pipeline Awareness; and Fire Service Leadership Development.

Visit www.mbfte.org for more information about the MBFTE.

THE BEST OF 2016

In FY16, approximately \$5.3 million was made available for Minnesota fire departments, and once again, awards to all Minnesota fire departments were based on a “per firefighter” rate (\$160). The MBFTE chose to award departments based on the number of firefighters on their current roster. No formal applications were required by the MBFTE for a fire department to receive a training reimbursement award.

A record 82 percent of the 781 fire departments submitted training reimbursement documentation to the MBFTE in FY16 — an increase of four percent from FY15.

First-time applicants to the training reimbursement program numbered 12 fire departments, and all but 36 fire departments have now submitted for training reimbursements in at least one of the first eight rounds since this program began. The average reimbursement in FY16 was \$4,523, based on 644 fire departments seeking training reimbursement. Overall, more than \$2.5 million in training reimbursements was requested by Minnesota fire departments in FY16.

2016 BY THE NUMBERS

- Again in FY16, the MBFTE provided reimbursement directly to training providers for NFPA 1001, Firefighter 1, Firefighter 2 and Hazardous Materials Operations training. There was \$1.5 million available to Minnesota fire departments to pay for this training — enough to fund more than 1,000 firefighters.
- The MBFTE provided a total of \$62,000 in reimbursement grants to local, regional and statewide fire service organizations for unique training events. These “conference, seminar and symposium” awards made available 19 different training opportunities for 20,000 Minnesota firefighters at a significantly reduced rate.
- There was \$150,000 available for live-burn training throughout Minnesota. The money funded 97 separate live-burn trainings in acquired structures across the

state in accordance with National Fire Protection Association (NFPA) 1403 standards. NFPA 1403 live-burn training ensures that all live burns in acquired structures were conducted in a safe manner, meeting a nationally recognized standard.

- The MBFTE provided \$38,400 to train Minnesota firefighters in a course called “Incident Safety Officer Training.” The intent is for firefighters to understand roles and responsibilities of the safety officer on an emergency incident scene. The training has been provided free of charge to nearly 600 fire departments over the four-year funding cycle.
- The MBFTE provided more than \$40,000 to fund two Fire Service Leadership Development courses held at Camp Ripley throughout the fiscal year. Each 32-hour course consists of four modules, bringing a cross-section of fire service leaders from across the state — at no cost to them or their department — to develop skills and address key leadership issues that are specific to the Minnesota fire service.
- In partnership with Homeland Security and Emergency Management, the MBFTE reimbursed more than \$147,000 to 57 different public safety agencies who participated in the Railway and Pipeline Safety Awareness Level training. This training is part of a three-year project to bring training to at no cost to Minnesota’s first responders and others involved in a railway or pipeline emergency.

DID YOU KNOW?

Funding for the MBFTE is provided by a .5 percent surcharge on insurance premiums collected in the Fire Safety Account and appropriated annually by the Legislature. Since the training reimbursement program began in 2009, more than \$11 million has been paid directly to the fire departments of Minnesota. Since FY13, the MBFTE has funded nearly \$4 million for basic firefighter training with certification to approximately 5,000 firefighters.

RETIREMENTS

There were two retirements from the SFMD in 2016. Congratulations and well wishes to these employees.

Bruce Roed, Fire Service Specialist

Bruce spent a little over four years with the SFMD before retiring in July.

Since coming aboard on May 4, 2012, the SFMD has reaped the benefits of a person who is sincerely dedicated and passionate about our state's fire service, the state's fire departments, and most importantly, the men and women who serve in the role of emergency responder. Bruce spent countless hours being the mediator between opposing factions, working to have both parties come to a common ground. He devoted a tremendous amount of his time assisting local fire departments in developing sound and prudent standard operating procedures — the very guidelines that keep our firefighters safe from harm. He has done a wonderful job in assisting fire departments obtain the much needed grants to build their organizations. So much so that it has taken three dedicated individuals to fill his shoes.

Floyd Cupkie, Residential Care and Lodging Inspector

Floyd was with the SFMD for more than 10 years. During that time he conducted more than 7,300 inspections and drove more than 171,000 miles. Floyd was an exemplary, professional employee. He was dedicated, trustworthy, compassionate and understanding — words that fall short in completely describing Floyd and his long-standing, well-known work ethic. Floyd was the type of person who knew how to balance the code enforcement side of things with exceptional, personal customer support. He was always willing to offer insight and recommendations on how to make things better for his team and the division. Floyd was a shining example of the extraordinary and special type of employee that makes Minnesota a safer place to work, visit and reside.





Minnesota Department of Public Safety
State Fire Marshal Division
sfm.dps.mn.gov

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