



MICHIGAN MUTUAL AID BOX ALARM SYSTEM

Division Plan Coordinator Meeting

August 9, 2023

MINUTES

1. **Call to Order** - The meeting was called to order by Executive Director Atkins at 1:01 pm.
2. **Roll Call** - Attending members were noted.
3. **Approval of Minutes** - A motion was made by Bill Parker (3701), and seconded by Josh Dessart (3801) to approve the minutes of June 14, 2023; motion carried.

4. Old Business

A. RRC Update: Mike Evans provided an update on the recent Regional Response Coordinator (RRC) class. He noted that there were 15 attendees (3 could not attend) and that with the exception of Region 5, each region now has RRC representatives. Efforts will be made to recruit RRC's for Region 5 and there will be another class held for any remaining or new RRCs. Mike stressed that the role of the RRC is to meet with the Incident Commander and verify what they are requesting and to assist with getting needed resources, rather than incident management. He also noted that RRCs will be encouraged to work with their Plan Coordinators to ensure they are adequately prepared for response and to be successful within their divisions.

B. IMT/IST Report: Mike Evans explained that the development of a MTF1 Incident Management Team/Incident Support Team (IMT/IST) is in its infancy and that the initial focus will be on mirroring NIMS IST guidance and State IMT guidance. He reiterated that the role of this team would be supportive. Chief Cieslik (3201) suggested this may be a duplication of existing teams and perhaps redundant. Chief Rachwal (3205) noted that he felt an "Advance Team" could be helpful. Dave McIntyre noted that the MTF1 team would be very minimal and not a replacement for existing IMTs. Josh Dessart (3801) noted that an IST concept would help spool things up quickly while waiting for official responses to be worked out. Shadd White explained how an IST was very helpful for the recent Vermont response. Director Atkins noted that this is a work in progress and there will be more information in the future as the program is developed.

C. Update-Online Spec Ops and AVI Training: Shadd Whitehead updated the members on the status of the Special Operations online training initiative. He noted that a decision was made to not to use the *ERSI* platform and rather utilize the services of *Safe Response*. Classes will not be

limited to Special Operations topics, but will also include things like Blood Borne Pathogens, etc. Director Atkins also noted that AVI training will be incorporated.

D. MABAS 101 Training Update: Erik Youngblood advised that there are 4 remaining MABAS 101 classes to conduct; they are in Grand Rapids, Ann Arbor and Kalamazoo. He reiterated that the target audience for these classes are fire dispatch staff but that all MABAS members/staff would benefit from the information provided.

5. New Business

- A. **MITF1 Deployment Report:** Shadd Whitehead provided a detailed report on the Swift Water Rescue Team's deployment to Vermont. He outlined their response effort and noted that there were a number of valuable lessons learned that will be incorporated into future efforts.
- B. **MAAS/Regional Medical Coalition:** Director Atkins noted that he is working with the Michigan Ambulance Association and the Regional Medical Response Coalition to discuss AVI response capabilities. Currently, these agencies are unable to activate or manage EMS resources; they are looking to MABAS for guidance and assistance in this endeavor. Director Atkins will be making a presentation in September to the Region 1 Coalition; the focus will be on how to pre-plan EMS response in the state.
- C. **New Website:** Director Atkins provided a preview of the new website layout and features. Staff hopes to have the site go live in a few weeks.
- D. **Box Card Development Training:** Director Atkins reminded the group that he will be hosting a virtual class on Box Card Development on September 6, 2023.
- E. **Upcoming Exercises:** Chief Rachwal (3205) reminded the group of their hazmat exercise next week. Chief Dessart (3801) indicated they are having a Mass Casualty Exercise on August 26th and all are welcome.

6. **Adjournment** - The meeting was adjourned at 1:59 pm.

7. **Next Meeting** - The next meeting is scheduled for **October 11, 2023 at 1:00 pm.**