



MICHIGAN MUTUAL AID BOX ALARM SYSTEM

Chief Adam Carroll, President

Chief Alan Styles, Vice President

Executive Board Meeting Minutes for May 14, 2025

Call to Order - President Adam Carroll called the meeting to order at 1300 hours.

- Roll Call - Gabie Keeling completed the roll call via Zoom.
- Public Comment - None.
- Approval of Minutes - Motion made to approve the previous meeting minutes as mailed made by 3701, supported by 3802.

Motion CARRIED.

- Communications and Correspondence - None.

Financial Report as of: 5-8-2025 (Dave McIntyre noted that we are still waiting for Texas and North Carolina reimbursement)

TF Checking: \$169,344.84

TF Contingency: \$278,157.47

MSU Exec Bd: \$6,888.98

Approval to receive and file - Motion made to approve and file the financial report by 3201, supported by 3704.

Motion CARRIED.

Officers Report

- President
 - Benefits of MI-MABAS being in SEOC for Ice Storm. Adam Carroll stated that we were able to get some relationships established in the SEOC and provide awareness for what MI-MABAS is and what it can do.
 - Legislative Review -
 - [HB 4301](#) (BeGole) Updates the Michigan Motor Vehicle Code to allow MI-MABAS vehicles to use red, white, yellow and green oscillating lights while responding to or operating at emergencies.

- [HB 4302](#) (McFall) Allows MI-MABAS members to operate emergency vehicles without a commercial driver license (CDL) if they meet the driving standards under the Firefighters Training Council Act.
- House Homeland Security committee: Matt Rybar made a presentation on behalf of the MPSDA regarding the bill to prohibit the purchase of drones manufactured outside the US.
- Senate General Government budget recommendations create a Community Crime Reduction Initiative, which includes **\$100m for flexible public safety needs**. This funding could be used for **fire, police, EMS, CVI, 911, prosecutors, or behavioral health services**.
- By-Law Review - Adam Carroll mentioned July 2025 is time to review the current bylaws for MI-MABAS.
- Vice President - None.
- Secretary - None.

Executive Director Report - No report.

Special Operations Director/MI-TF1 Manager (Dave McIntyre)

MI-MABAS has been very active in the last five years growing, responding and evolving. Trent and Brian played key roles to where we are today. We have also brought on staff to help our members prepare for catastrophic events.

One thing we all know is that incidents start local and end local. We need to continue educating our member departments and Incident Commanders of the resources available to them, how to request additional resources and how we can get the resources to the incident as fast as possible.

Pat, Chris and Erik will lead these efforts

ERP, MRP Handbook and Member Directory for Inter-divisional responses.

These documents provide the response framework for our organization.

Who are we (Member Directory):

Appreciate everyone updating their contacts and documents

What capabilities do we have (MRP Handbook):

We will discuss this under New Business, but I do want to mention that we have added more flexibility to personnel.

How do we deploy (ERP):

This is the hardest part when we are deploying multiple departments, building rosters, maintaining accountability and operating safely.

Low Frequency but Big Incidents

Activation Process

Created Deployment Coordinator position to alleviate reliance on RED Center

Fire Resources, Special Operations Team and MI-TF1 all have similar components.

Need to identify, train and exercise resources available to respond OOD

Need to educate IC of resources available and ST/TF Leaders to deploy the resources

Pat, Chris and Erik will lead these efforts

Special Ops Chief (Chris Martin)

Tech Rescue Work Group

- Tech Rescue Work Group. Meeting will be on Thursday May 22, in person with Zoom option. Last meeting, we briefly discussed the incidents in Port Sanilac, Wyandotte, and Grand Rapids. The group will have a tactical after action review from team leaders and MABAS Leadership will discuss the activation processes from the Port Sanilac and Wyandotte incidents.

Activations

- No activations since last meeting.

Hazmat Work Group

- Still working on possibly holding a table top exercise with the teams and MSPHTC and a functional exercise in October. Scheduling is proving to be difficult.

Validations and Re-validation

- A couple of teams are still working through the Administrative piece. Held a Confined Space Re-Validation with an updated process. Using that to fine tune the program.

New Teams

- Working with Chief Parker to develop an updated Strike Team/ Task Force Leader Training. (not sure if this will be brought up by Dave).

IST/IMT (Mike Evans):

Ice Storm SEOC Review

- First time MI-MABAS had a seat in the SEOC for a natural disaster. We made a huge impact during this event. Three weeks were spent working with the SEOC providing knowledge, experience and resources.
- Provided saw teams, oxygen machines and 5 drone teams. 37 MCS towers evaluated via drone due to storm damage.
- This shows that the MI-MABAS system is working and working well.

Deployment Coordinators Role

- This is considered the 'quarter back' position which helps get the process moving during an incident. They make contacts, contact the teams, notifications using Everbridge, getting the 214 document completed. 211a goes out to get a roster of the team members going out for accountability.
- DC utilizes a workbook that has several resource links embedded in it. This allows easy and quick access to maps, member directory, leadership, E-board, Spec. Ops teams. This workbook will begin at the RED center when the initial call comes in. Then it is handed over to the DC to complete through the activation process.

Training/Exercise (Shadd Whitehead):

MI-TF1, MOG, UAS Ice Storm Deployments

- SEOC Activation: 30-MAR
- SEOC MABAS Reps: Evans and Whitehead (Martin 4/10)

Deployment #1: 1-APR

- Resource Request by MDHHS for Mobile Oxygen Generator Trailer Support
- Request to move two (2) HCC MOGs, one (1) from R2N storage location at Warren FD #4 to MyMichigan Medical Center, Alpena and one (1) from R5 storage location at Borgess Medical Center to Cheboygan Life Supports Services (County EMS provider) in Indian River
- PU5 (two personnel) and PU9 (two personnel assigned)
- Deployment time 0900 hours
- Demob was 2330 hours
- Lessons learned: trailer maintenance (batteries and tires)

Deployment #2: 3-APR

- Resource Request by MDHHS for Mobile Oxygen Generator Trailer Support
- Request to move one (1) HCC MOGs, one (1) from R2N storage location at Warren FD #4 to Munson Otsego Memorial Hospital, Gaylord
- Assigned PU9 (two personnel assigned)
- Deployment time 1000 hours

- Demob was 2000 hours (re-assigned to Chainsaw Deployment, Camp Grayling)
- Lessons learned: trailer maintenance (catastrophic tire failure on interstate due to 13 y/o tires) and availability of spare/tools

Deployment #3: 3-APR

- Resource Request by SEOC for “Saw Teams” (or Sawyers) to assist DNR/DOT with road and infrastructure debris clearing
- Initial deployment (Group #1) of eight (8) vehicles, (12) sawyers, (1) Medical specialist, (2) Logistics Specialist, (1) TFI , (1) PTM
- Assigned to DNR IMT at Camp Grayling
- Initial group worked alongside DNR, National Guard, and DOT (county/state) in Cheboygan, Alpena, and Emmet counties
- Special assignment for UAS (1 pilot) and Medical support (Med Spec) to assist DNR and National Guard on Beaver Island clearing and assessment
- SEOC asked for initial RR extension for saw teams until 11-APR
- Group #1 partial demob on 7-APR (7 personnel) and switch out with Group #2 (7 personnel) at 1800 hrs at Camp Grayling
- Group #2 worked alongside DNR and National Guard, continuing to clear roads and infrastructure throughout Montmorency and Alpena County
- Special assignment for sawyers (3) and Med Spec (1) to assist DNR and National Guard on Mackinac Island for road and emergency ingress clearing
- Group #2 demob on 11-APR at 2130 hours
- Average work day 14-15 hours
- Lessons learned: ongoing MIOSHA Part 51 and 53 to continue as part of annual trainings delivered; importance of PTM/TIS support for all deployed MRPs; review mission profile for additional support needs such as LOGS or MED; Starlink again proved to be mission critical;

Deployment #4: 15-APR

- Resource Request by SEOC (DTMB/MPSCS) for (5) UAS Teams (two personnel each) for support in damage assessment for approx. (40) MPSCS radio towers
- The MABAS UAS Teams assigned consisted of Livingston 3301 (Hamburg), Kent 3603 (Plainfield FD), Western Wayne (3203), and MI-TF1 (2 teams)
- Approximately 40 tower sites identified as in need of damage assessment, across 7-8 affected counties
- Base of Operations was in Gaylord
- Each of the five (5) teams was assigned an MPSCS rep for the mission
- Provided invaluable intel for MPSCS and was mission critical to identifying priority repair sequencing of affected towers;

- Demob of all teams on 16-APR
- Lessons learned: additional pre-mission training/briefing on critical documentation (vehicle inspection sheets, 218, daily 214s, etc) and reimbursement process and supporting documentation needs for MABAS teams

Reimbursement and AAR Guidance

- MABAS SEOC Reps met with MSP EMHSD Finance Chief to review developed MABAS reimbursement process following MEMAC guidelines; Finance Chief approved request in order to streamline the process for deployed MABAS resources to event
- MABAS created the MABAS MEMAC Reimbursement Workbook as the tool for capturing, recording, and documenting all costs related to a team's deployment
- This workbook was developed after reviewing best practices and lessons learned from previous MI-TF1 deployments and the EMAC reimbursement process; the current MABAS workbook format follows the national EMAC workbook
- MABAS leadership also created MABAS MEMAC Reimbursement Guidance Document to assist MABAS teams with completing the workbook
- Key to the entire reimbursement process is complete and accurate documentation! Specifically supporting documentation for member payroll.
- Lessons learned: continue to develop documentation and reimbursement training for Team Leaders (responsible for all documentation while deployed) and Division Coordinators (responsible to assist with the reimbursement process and training to local FDs on the process).

Ops Chief (Pat Parker)

Ambulance Strike Team Ice Storm Deployment

5 ambulances made up a Strike Team for 3701/3702 intra-division response request. Secondary team was available if needed.

ST/TF Leader training Dates (Virtual and In-Person)

June 11th PC meeting dives into the entire activation process. How it works, the channels to move through, administrative role and AAR. Practice activation will take place after.

Updated 2016 Agreement Project

The amendment revised Section 8 of the MI-MABAS Agreement in 2016, regarding reimbursement for Special Operations teams. These agreements must be signed by the appropriate official and stamped by the County Clerk. Pat and Gabie have been working diligently on obtaining the remaining outdated agreements from divisions.

New Divisions

3804 - Marquette, Resort/Bear Creek Twp. East Tawas temporarily joined 3301 - Bay. Clear Lake and Ogemaw EMS have joined. The ice storm created interest in several departments. Departments are welcome to join even if their County is not on board.

Communications Chief (Erik Youngblood)

Communications Committee

Box Card Activation Processes

DRAFT Policy for MI-MABAS Intra Divisional Box cards - Erik will be providing the division coordinators in the next month to review the document and provide their feedback. Then present to the Executive board in July for their feedback. Looking to adopt the document in September. These cards are used at the local level to help speed up resources, keep accountability, and provide dispatchers resource management. IC's can focus on the strategies and tactics by using this method to request resources.

DRAFT MI-MABAS Inter Divisional Box Card Guidelines - I will be providing the division coordinators in the next month to review the policy and provide their feedback. Then present to the Exec board in July for their feedback. Looking to adopt the policy in September.. Inter Divisional Box cards help speed up deployment of large resources to areas stricken by incidents sometimes for long durations.

DRAFT Policy for MI-MABAS Inter Divisional Activation Process - I will be providing the division coordinators in the next month to review the policy and provide their feedback. Then present to the Exec board in July for their feedback. Looking to adopt the policy in September.. Dispatch centers need clear SOP / SOGs on how they are to handle requests for Inter Divisional Box cards.

Examples, best practices are available for divisions trying to reinvent the wheel on these topics and can be provided.

MABAS 101

Youngblood stated several classes completed, more scheduled. Positive feedback from dispatchers and FDs attending these classes.

MABAS 201

Youngblood mentioned the dispatch committee is working on the syllabus for a 201 class geared towards fire chiefs and personnel, building box cards to provide a better understanding.

PIO Report - None.

EMHSD - Michele Sosinski noted that EMHSD looked to MABAS during the ice storm. EMHSD is very grateful and thankful for MABAS and the relationships, partnerships and collaboration. \$137M in assessed damages for the ice storm.

BFS Report - None.

MSFA Report - Jason Buford St. Ignace Conference on Saturday.

MEMA Report - None.

Division Report - None.

Old Business - None.

New Business

- Approve revisions to MRP Handbook
 - Updating/Removing MRPs to better align with desired capabilities within MI-MABAS
 - Update MRPs to be flexible with a range from minimum to maximum number (ie: Engine Strike Team 16-22 personnel...allowing for 3-man Engine Companies and an additional Command Support position if desired)
 - Removing reference to NIMS Typing for Fire Officers and utilizing the MFFTC designation of Fire Officer I / Fire Officer II
 - Combining BLS/ALS Ambulances into a single "Ambulance Strike Team" with any combination of BLS or ALS; updates to align with State of Michigan EMS licensed personnel
 - Added Stillwater, Type 1 UAS and "Foam Tender" MRP
 - We have chosen not to include: Active Shooter Rescue Task Force and Wildland. This is better at the local or regional level and not statewide. These should be identified by the Divisions and shared with you Region partners.

Motion to approve revisions to the MRP Handbook as presented by mail made by 3704, supported by 3801.

Motion CARRIED.

- Approve revisions to ERP Handbook
 - The Emergency Response Plan is a guidance.
 - The Emergency Response Plan is only for Intra-state responses.
 - Out of Division Fire Responses should go Division to Division and OOD Spec Ops should go through RED Center.
 - Scramble and Standard responses are for one operational period or less than 24 hours. EMAC Response was replaced with Multi-operational Period Response up to 14 days.

Motion to approve the revisions to the ERP Handbook as presented by mail made by 3203 and supported by 3704.

Motion CARRIED.

- Approve Code of Conduct Policy
 - This will be utilized electronically for a Multi-operational Period Response.
 - It is a condensed version of the EMAC Code of Conduct

Motion to approve the Code of Conduct Policy made by 3201 supported by 3203.

Motion CARRIED.

- Approve revisions to Division Coordinator Position Description

Motion to repeal the Division Plan Coordinator Position Description and replace it with this Division Coordinator Position Description dated 2025, made by 3801 supported by 3204.

Motion CARRIED.

- Approve revisions to Regional Coordinator Position Description

Motion to repeal the Regional Response Coordinator Position Description and replace it with this Regional Coordinator Position Description dated 2025, made by 3701 supported by 3203.

Motion CARRIED.

Next Meeting - July 9, 2025 at 1:30 pm

Adjournment - Motion to adjourn made by 3801, supported by RC704 at 1517 hours.

Motion CARRIED.

GK

Join Zoom Meeting

<https://us06web.zoom.us/j/84947821139?pwd=tF8ccm0QsslUY9RIJnRkXvChKIED8.1>

Meeting ID: 849 4782 1139

Passcode: 646574

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