



## MICHIGAN MUTUAL AID BOX ALARM SYSTEM

Chief Adam Carroll, President

Chief Alan Styles, Vice President

# Executive Board Meeting Minutes for November 12, 2025

**Call to Order** - President Carroll called the meeting to order at 1500 hours.

- Roll Call - Erik youngblood completed via Zoom.
- Public Comment - None.
- Approval of Minutes - approval of the previous meetings made by 3801, supported by 3306.  
Motion CARRIED.
- Communications and Correspondence - None.

### Financial Report as of 11-4-2025

- TF Checking: \$163,042.85
- TF Contingency: \$370,977.87
- MSU Exec Bd: \$6,888.98

Approval to receive and file: motion to approve and file the financial report made by 3801, supported by 3701.

Motion CARRIED.

### Officers Report

- President - Very appreciative of the leadership group. It is phenomenal that everyone is pulling in the same direction. The new By-Law and Org Chart are posted on the website and we are instituting the changes.
- Vice President - None.
- Secretary - Happy holidays to everyone!

### MI-MABAS Functional Staff Reports:

**Fire Operations Chief (Pat Parker)** [pparker@michiganmabas.us](mailto:pparker@michiganmabas.us)

- MI-MABAS Division Updates
  - New departments are in the process in Eastern UP with Mackinac and Chippewa. Luce to possibly join this new Division 3805.
  - Schoolcraft, Alger, & Goegebic in the process of letters of intent and agreements signed. Baraga had a presentation in October and is still gaining interest.
  - Allegan is working on dispatch issues.
  - Manistee is still creating interest.

- Recent Exercises
  - Livingston Active Shooter Scramble to Fowlerville for 4 EMS Strike Teams 10/22/25. Good exercise with lessons learned for division dispatch centers.
  - Washtenaw Fire Task Force - POD Exercise 10/27/25. Good exercise of mock health care facility fire with assets moved to Green Oak POD. 211 and 214's were exercised
  - Midland Direcho Drill request for 3 EST, 1 EMS ST, & 1 Collapse Team 10/29/25. Straight wind event. Need to exercise our Activation Process more often
  - Numerous MABAS 101 Drills
- MI-MABAS Agreement Project
  - New Signature Page
  - Sample Resolution
  - Non-Profit EMS Membership
  - Statement of Governance

**Special Operations Chief (Chris Martin)** [cmartin@michiganmabas.us](mailto:cmartin@michiganmabas.us)

- Next Strike Team Leader Training is on Wednesday Dec 3 in Grand Rapids. Only 12 participants signed in. We will continue to move them around the state.
- Oakland County Completed its Tower Revalidation on Sept 17 - Passed
- Western Wayne Hazmat completed its Revalidation on Oct 28 - Passed
- Macomb Technical Rescue completed validation for Rope Rescue and Confined Space on Oct 29 In planning for Trench and Building Collapse in Spring 2026
- Some teams are working on Admin pieces for validation.
- MI-MABAS Stillwater RBO training will be offered in April for 16 participants.

**Communications Committee Report (Erik Youngblood)** [redcenter@michiganmabas.us](mailto:redcenter@michiganmabas.us)

- Discontinuation of Monthly Division Dispatch Roll Call
  - Historically, MI-MABAS conducted dispatch roll calls to ensure dispatch centers were familiar with the MABAS DISP talkgroup location on their consoles. And it was a concept to use this talk group to coordinate and deploy resources for MI-MABAS deployments.
  - This process originally began with a phone roll call, then transitioned to a radio roll call with the dispatch centers.
  - Dispatch centers reported that the phone calls were operationally disruptive, and took a lot of time of staff to be committed to this process. The phone call process was discontinued.
  - Participation in the radio roll calls has continued to decline due to similar operational pressures and staffing challenges dispatch centers have been facing.
  - Despite adjusting times and shifts, the roll calls are no longer meeting the intended purpose and are instead adding strain to centers.
  - The original concept of involving dispatch centers in deployments has evolved over the years. Recognizing the staffing challenges and the daily workload that dispatch centers face, we have decided to discontinue the monthly dispatch roll calls. Through the process of moving MABAS resources across the state, we have found a more effective

approach that reduces the burden on dispatch centers while still ensuring resources are deployed efficiently through direct communication with leaders. We are now shifting to a more valuable alternative with division-level activation exercises every month which is the next bullet point.

- **Monthly Out-of-Division (OOD) Strike Team / Task Force Exercise - 2026**
  - Conducting a short activation exercise is significantly more beneficial than a roll call.
  - These exercises will allow dispatch centers to practice tasks that are not regularly performed, specifically the mobilization and deployment of resources outside the division.
  - Divisions with OOD box cards will be scheduled throughout 2026 to conduct either a tabletop exercise or a physical movement exercise with MI-MABAS leadership support.
  - These exercises provide the opportunity to test:
    - The Approval Process
    - Notification Process
    - Mobilization and Resource Assembly
    - Demobilization and Return Processes
  - This also allows Strike Team and Task Force Leaders to practice rostering, documentation, radio discipline, and operational coordination with MI-MABAS and requesting incident commanders.
  - More details and scheduling information will be provided soon.
- **Out-of-Division Team Deployment Exercise ([Draft](#))**
  - Please review the draft and provide feedback on the Purpose, Objectives, and Goals of the document.
  - Several divisions have already completed activation exercises involving resource assembly at a POD and deployment to staging locations.
  - These exercises identified gaps in dispatch procedures, notification methods, resource assembly, and deployment sequencing.
  - Divisions that participated are now updating their Activation Plans and internal processes as a result of the findings demonstrating the value of these exercises.

**MI-MABAS/MI-TF1 Plans Chief (Mike Evans)** [mevans@michiganmabas.us](mailto:mevans@michiganmabas.us)

- **Creating and Practicing Divisional Notification Policy**
  - The Deployment Coordinators continue to participate in the activation exercises and we continue to refine our processes so we can get the needed resources moving quicker.
  - Recent exercise for the Midland Delrecho storm, we had the STL for the Engine and Ambulance STs practice on filling out a 211a. Good job by 3103, 3303, 3304 and 3704 on completing their 211a.
  - 214a's; during deployments, the Deployment Coordinator will send a link to the STL/TFL to an electronic 214a. This is an electronic activity log that can later be entered onto a 214. This becomes your record of your activities and a required document for reimbursement. During the first STL/TFL training, we identified a need for us to develop

additional 214a links. We now have 6 individual 214a links available so that each deployed team can have their own activity log and not have to share with other teams. This will make the activity logs cleaner and will reduce confusion.

- Use of 211a and 214a
  - A recent exercise where multiple Ambulance Strike Teams were requested to respond to an Active Shooter exercise exemplified the need to train with our dispatch centers your process for activation/notification. During this drill, the dispatch centers were confused and didn't know what to do. MI-MABAS is not going to tell you how to create your notification process, we just want you to exercise the process with your dispatch centers.

**MI-MABAS/MI-TF1 Training Chief (Shadd Whitehead) [swhitehead@michiganmabas.us](mailto:swhitehead@michiganmabas.us)**

- MI-MABAS Still/Floodwater RBO Course set for April 2026 (more information coming)
- MI-TF1 New Candidate Orientation
  - October 16th - 12 applicants moving forward with application process and interviews
- MI-TF1 Upcoming Conferences and Trainings
- MABAS ST/TF Leader Training - December 3, Grand Rapids FD (contact Chief Parker or Chief Martin for more information)
  - Annual SUSAR Pre-Con PS Courses and Conference - November 6-12, Orlando, FL
  - Task Force Annual Admin Exercise - Dec 7, 8, and 9
  - Joint Water Rescue ORE w/ WI-TF1 April 2026 - Menominee River (3-day)
  - Task Force ORE - Camp Grayling May 18-21
  - Joint ORE w/ WI-TF1 Type 3 USAR TF - Muscatuck Training Center, IN Sept 2026

**MI-MABAS/MI-TF1 Program Manager (Dave McIntyre) [programmanager@michiganmabas.us](mailto:programmanager@michiganmabas.us)**

- Special Operations Work Group change to Special Operations Committee
  - The September By-laws change dissolved the Special Operations Work Group and established a Special Operations Committee chaired by the MI-MABAS Program Manager. With the pending appointment of a new Program Manager, I have not moved forward establishing the committee. This will be one of the first items addressed during the transition process once a new PM is approved.
- Member Directory Updates
  - Thank you to everyone who has responded to Gabie's request to update division directories. Retirements are constant and it is important our directory is kept up to date. This is our go to document for meeting notices, drills and activations. The dispatch center member contacts are also important.
- MI-MABAS Website Updates
  - Like the member directory, we are constantly trying to keep the website updated especially with the new By-Laws and Policies. We are experiencing some lag with the website host but are working through it one item at a time.
- [FY25 Year End Report](#)

- Link is provided to our 23-page report. Instead of reviewing all of the details, does anyone have any observations or questions?

**PIO Report** - A lot more engagement on Facebook. "Slow Down Move Over" campaign - Dates Responders ahead, reduce your speed as you proceed. We will be doing holiday messages for Thanksgiving and Christmas. Any questions please contact Mike at 269-217-9739.

**EMHSD - Per Matt Cooke's Email:** Big staffing change - Insp. Michelle Sosinski has retired from EMHSD, her replacement as the assistant division director will be Ms. Brianna Briggs starting on 11/24/25.

- SEOC at steady state
  - Received denial of our appeal for the Northern Michigan Ice Storm for Category F public assistance specific to utilities and individual assistance. There are no further appeals through FEMA, so this decision is final. With the final decision on IA, we are now able to request a Small Business Association (SBA) Rural Declaration for additional counties that were not eligible under the SBA Administrative Declaration received initially.
- 11/4/25 AG Nessel filed suit against the federal government challenging two specific terms and conditions set forth in the FY25 EMPG and HSGP award letters EMHSD recently received.
- EMAC - Alaska is the main state pushing requests for their ongoing flooding incident - requests have shifted mostly into recovery resources.
  - EMHSD is deploying an A-Team member to support on 11/17/25.
- HAZMAT
  - 2026 Michigan Hazmat Responder Conference attendee registration will open in December
  - Hazmat training center expansion construction project is underway and on schedule.
  - EMHSD will no longer be utilizing MI-TRAIN to post courses by the end of the year. Content is moving to a newer MSP Professional Development Learning Center (PDLC) platform. This transition is in the works. Instructions on how to register is coming soon, you have to first register in the MiLogin system before you are able to register for a class and this may take a day or two.
    - Users should be somewhat familiar with MiLogin as that is the single sign on you go through to access Secretary of State license plate renewals.

Per President Carroll: MEMA is the owner operator of MI-TRAIN. The system will still be able to access your information. You will need to upload your prereqs and certs into the MSP PDLC.

**BFS Report** - None

**MSFA Report** - None

**MEMA Report** - None

**Division Report** - None

**Old Business** - None

**New Business**

- Approve Chippewa/Mackinaw as Division 3805 (letter of intent received)

- Your packet contained the letter of intent from Sault Ste. Marie Fire Chief Ed Miller to form Division 3805. Chief Miller has worked with Pat Parker to form the division and I recommend we approve Division 3805 Chippewa/Mackinaw.
- Mr. President, I recommend a motion and a second be made to approve creating Chippewa/Mackinaw as Division 3805 so we can open the floor for discussion. Motion by 3801 and second by 3701. Motion passed unanimous.
- Approve [MI-MABAS New Division Guidance](#)
  - Currently we have a Getting Started document in the Quick Links section under the Join MABAS tab on the website that needs to be updated. Honestly, we have not been following the checklist and want to make sure Pat, our staff and new divisions have clear directions on what is required.
  - We understand our divisions do not also include every member of any given chief's association, county and sometimes spans several counties so we simplified the guidance to focus on the Member Agreements, E-Board Member, Division Coordinator and Division Dispatch Center. The required contact information is necessary to keep our Member Directory up to date.
  - Mr. President, I recommend a motion and a second be made to approve the New Division Guidance so we can open the floor for discussion. Motion by 3801, second by 3701. Motion passes unanimously.
- MI-MABAS/MI-TF1 Program Manager Recommendation
  - Application Period was 9/19 through 10/10.
  - Received two very qualified applicants.
  - Interview Panel was President Carroll, VP Styles and MAFC VP Chris Stoecklein
  - The interview results were reviewed by MI-MABAS E-Board Officers
  - Their Unanimous recommendation is for Shadd Whitehead to be appointed the MI-MABAS Program Manager.

Mr President, I recommend a motion and a second be made to appoint Mr Shadd Whitehead as the MI-MABAS Program Manager per our By-laws so we can open the floor for discussion.

Motion by 3701, second by 3801 Motion passed unanimously.

**Next Meeting** - January 14, 2026 at 1:30 pm

**Adjournment** - motion to adjourn the meeting at 1532 hours made by 3801, supported by 3701.

Motion CARRIED.

GK

**Join Zoom Meeting**

[Zoom Meeting Link](#)

Meeting ID: 849 4782 1139

Passcode: 646574

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