

Classes #1-8 (pick 1) - Class #1, #2 and #3 are 8 hour classes – all day Friday

1 – Minnesota Fire Incident Reporting - ImageTrend Elite (Scott Radke) - 8 hour: For all Fire Service Personnel. This course will introduce the new Elite fire incident reporting system. This training will provide fire department personnel with the ability to submit incident reports and generate their own department reports using ImageTrend Elite. Students will work on-line using Elite software. This class includes system overview, setup and incident reporting requirements, as well as entry of various scenarios and introduction to the Elite ReportWriter. Class will be broken down into 4 sections: 1) System Setup and Incident Review & Entry 2) Investigations and Training and Activities reporting 3) Locations & Occupancies and Inspection and Intro to Inventory 4) Report Writer. This is a hands on class and if you would like to work on your own agencies site – please bring username and password for access otherwise you will be working on a training site. ***Bring your own computer**

2 – Dealing with Difficult People and their Organizational Impacts (Jerry Streich) – 8 hour: As a new chief hired from the outside, the instructor quickly learned his education and experiences did not prepare him for the complex personnel issues that would come before him. Of all the challenges the organization was facing, the issue of “difficult people” would be the most damaging. He tells his story, which made headline news and could have ended his life as he came face to face with a difficult employee. He uses the lessons he has learned to spark interest in his students to reshape their organizational policies and practices to better their departments. He leads attendees through the history of the fire service to review the important role of firefighters, then moves into defining a “difficult person” and how our generational differences (beliefs, work ethic, and so on) require frequent adjusting to tune the elite team we need to become. Students learn how to resolve conflict and bad behavior through role plays of several of the typical personality types encountered inside the fire stations and how to handle them. This workshop gives students the information they need to better their interpersonal skills. The last part of the day will be working in groups handling tough topics and finding solutions to them.

3 - Fixing Fire Ground Efficiency (Task Force 1) - 8 hour: This hands on program will focus on making your fire department more effective and efficient. Career or volunteer, both have the same challenges. There are many things that an organization does have control over. They include how personnel are used, apparatus, procedures (processes) and even some control over the resources that are external to your organizations. Sometimes called "time and motion studies", business organizations have used evaluation practices for years. Having a "woe is me" attitude is really not a solution. Rather leaders must charge over what you do have and make it work more efficiently! Every organization must continue to evolve and even re-invent themselves to better serve their customers and they must do it in a cost-effective manner. Guaranteed, your organization is no different. Fire departments do not have the luxury or the ability to randomly added personnel. They must make it work with what they have. They look at how their organization can do things better, many times after hearing "do more with less.." We'll talk about the covered dish approach: Bring one thing, don't duplicate. If missing something know who is going to bring it and do it. This program can be presented as a one or two day offering. It also can be expanded to include a review of current practices and operations with suggestions provided. This program begins in the classroom setting for the sharing of didactic information, breakout exercise and problem-solving challenges. It will transition to the field for various skill stations and scenario-based applications.

4 – Investment Wisdom for Relief Association Trustees (Parr McKnight) - 4 hour: With over 25 years of experience working with fire relief association pension plans the Parr McKnight Wealth Management group will provide an introduction to investments, an update on the investment markets, an understanding of the importance and what it means to be in charge of other people’s retirement dollars. The class will also cover how to develop an effective investment policy statement, insights into behavioral finance and proven strategies for working with your city to consistently increase your benefit level.

5 – Relief Association - New Trustees & Officers (Ron Johnson) - 4 hour: This course is for all relief association trustees, officers and members that are new to the Board of Directors, may be interested in running for the Board in the future or are members of the relief association and are just interested in how it all works. You’ll learn the history of fire relief associations in Minnesota, what you need to know to be an effective board member or officer, why you need to understand the “what” and where to find resources available to be successful. ***Bring your Association Bylaws and Records**

6 - Hoarders: A First Responders Night (Task Force 1) – 4 hour: They live among us. Compulsive hoarders. A compulsive hoarder collects and keeps a lot of items, even things that appear useless or of little value to most people. These items clutter the living spaces and can prohibit people from using their rooms. This environment becomes responder's nightmare when a fire, medical emergency or other critical incident requires entry into these spaces. An on-going risk assessment is a priority for the safety and welfare of first responders as well as other who may be inside the structure. Following an in-depth classroom presentation and interactive discussion and a review of case studies, students will participate in several interactive simulation exercises to prepare for a hoarder's incident.

7 – Flow Path Class (Jack Volz) - 4 hour: The structures and their contents that we respond to have changed over the years. Our tactics need to change to keep us safe as we attack these fires. UL and NIST have released research that shows that many times we may need to look at a different tactic other than rushing in the front door as we have done in the past. This class demonstrates how to operate efficiently using firefighter safety research to enhance fireground tactics. Controlling the flow path is the cornerstone of the course. Through the use of a "Dolls house" students receive instruction on fire attack with door control, search, and fire behavior.

8 – Minimizing Exposure to Products of Combustion (MnFIRE Initiative – Mike Dobesh/John Wolff) – 4 hour: This 4 hour awareness level training will review the chemical components of smoke and the impact that products of combustion and chemical flame retardants have on firefighter health and wellness. You will learn the most common ways you are exposed to these noxious hazards. Real life examples from firefighters on how their health has been impacted by products of combustion. This program also reviews what leading agencies are doing to better understand the problem and what we can do immediately to minimize exposures to products of combustion. We will review current research, best practices, sample SOG’s, and a variety of supplies and equipment you available to improve health & wellness. You will come away from this training with an enhanced understanding of how to minimize exposures to products of combustion simple, easy to implement and in-expensive solutions to improve firefighter safety.

Friday Afternoon Class Descriptions 1 pm – 5 pm

Classes #9-13 (pick 1)

9 – Fear Factor: What Do You Fear? (Task Force 1) – 4 hour: Everyone fears something. What to you fear? We hope you understand the need to do the right things ALL the time. There is no room for error when you are dealing with other's lives. Doing the right things has nothing to do with the size of your department, career or volunteer or your call volume. Complacency kills. Your actions or inaction may cause you to lose or injure on of your own. Don't let this happen to you. This program will review a wide array of content looking at sound risk management principles. From fire ground practices to a review of day-to-day operations there are many opportunities for things to go astray. Through highly interactive discuss, individual and group activities student will have a greater appreciation for sound best practices. From fire chief to rookie firefighter, all will benefit from this program!

10 – Cultural Competence in Risk Management (Kathi Osmonson) - 4 hour: This four-hour course is based on the six-day National Fire Academy course by the same name. We will use the Community Risk Reduction model as the context to discuss and interact with aspects of cultural competence. The course is an introduction to strategies to connect fire and life safety educators with diverse groups in the communities they serve. This course is not about any one particular culture but about the building blocks of culture, which include: 1 - Concept of self — individual and collectivist. 2- Personal vs. social responsibility — universalist and particularistic. 3 - Concept of time — monochromatic and polychromatic. 4 – Locus of control — internal and external. The goal is to facilitate understanding of how cultural competence can improve community risk reduction.

11 – Office of the State Auditor Relief Association Training (Rose Hennessy-Allen) – 4 hour: The Office of the State Auditor's training will cover many important topics to help relief association trustees be successful in administering their pension plans. The topics will include how to avoid common compliance issues that could result in a delay of your fire state aid and learn about new laws that affect your relief association that were passed in the 2018 Legislative Session. There will also be an opportunity for a Q and A with our Pension Division staff, who will be ready to answer your questions including how to complete reporting forms, benefit level changes, and your bylaws.

12 – Instructor I Review – (MN Fire Service Certification Board) - 4 hour: Take advantage of this opportunity to review and obtain Fire Instructor I Certification! Why Certify? Certification defines professional competencies in a variety of fire service specialties and makes you part of a community of certified professional around the world. It makes clear to professional peers, fire service leadership and the public you serve that you've committed yourself to test and meet performance standards set by the National Fire Protection Agency (NFPA). Your Minnesota Certifications are registered with both IFSAC and the Pro Board. You will need to bring the Instructor Textbook. This is a review, assumed you have completed a course and have read the Instructor I portion of the textbook.

13 – Highway Safety and Cable Median Barrier Response (John McClellan) - 4 hour: Motor vehicle related incidents continue to be a leading cause of traumatic death to firefighters, police, and EMS responders. Learn best practices to make a highway scene safer; for the victims, the responders, and the motoring public. Topics include: common crash causes as seen on MNDOT's traffic cameras, blocking and positioning, use of cones and early warning, emergency flagging, and crime scene preservation. This course will also provide an overview of the MNDOT cable median barrier system installed throughout the state to prevent head-on, cross over crashes. This session will cover the basic elements of the system, the most common issues that responders have encountered, and the best practices for reducing system tension for vehicle extrication. If you have ever said "I hate responding on the \$#@% highway!" this class is for you!

Saturday Class Descriptions 8 am – 12 pm

Classes #14-19 (pick 1)

14 – Ethanol Class (HSEM- Bob Berg) – 4 hour: This class, brought to you by HSEM, will share with you how to work with and help your local fire department. Topics covered include how to contact HSEM, along with what assets and expertise they can provide you with. You will hear about local emergencies as well as trainings HSEM can bring to you or send you to. Bob will discuss the year ahead in terms of threats and hazards we may face and give you a background on how you can deal with oil trains, pipelines and the special hazards that will present themselves with increased ethanol production in our state.

15 – Advanced Relief Association Topics (Ron Johnson) - 4 hour: This class is for all relief association officers, trustees and members who are interested in updating their bylaws, wanting to understand and create an Investment Policy Statement (IPS) and/or are looking for ways to improve your relief association operations. We will cover plan types – Defined Benefit, Define Contribution and Statewide plans and the role the Board of Directors plays in managing a 501(c) non-profit organization, including open meeting laws and running other business initiatives such as charitable gambling and fund raising events. You will also learn best practices for administration and financial management of the relief operation and ways to help ensure compliance with necessary investment procedures and State Statutes. ***Bring your Association Bylaws and Records**

16 – Minimizing Exposure to Products of Combustion (MnFIRE Initiative – Mike Dobesh) – 4 hour: This 4 hour awareness level training will review the chemical components of smoke and the impact that products of combustion and chemical flame retardants have on firefighter health and wellness. You will learn the most common ways you are exposed to these noxious hazards. Real life examples from firefighters on how their health has been impacted by products of combustion. This program also reviews what leading agencies are doing to better understand the problem and what we can do immediately to minimize exposures to products of combustion. We will review current research, best practices, sample SOG's, and a variety of supplies and equipment you available to improve health & wellness. You will come away from this training with an enhanced understanding of how to minimize exposures to products of combustion simple, easy to implement and in-expensive solutions to improve firefighter safety.

17 – Instructor I Certification Test – (MN Fire Service Certification Board) - 4 hour: The written test is made up of 100 multiple-choice questions selected at random from a test bank of 383 questions. A score of 70% (adjusted by standard measurement of error) must be achieved in order to achieve a passing score. The Skills test will require the candidate to complete the skills required to prove proficiency in the areas outlined in NFPA 1041, 2012 Edition. Please register for the exam with the Minnesota Fire Service Certification Board (MFSCB). The course is posted on their website www.mfscb.org or you may call 866-566-0911.

18 – Managing the Mayday (Task Force 1) – 4 hour: "Managing the Mayday" is an intense training program designed to prepare the participants to deal with a fire officer's worst nightmare, a MAYDAY. When a MAYDAY is called, we need to continue to manage the incident as well as the MAYDAY event. Through a blend of lecture, discussion and intense mentally challenging simulation exercises, participants will learn the skills needed to deal with this most stressful event.

19 – For the Love of Ladders (Task Force 1) - 4 hour: This hands on program will focus on the importance of maintenance, construction and positioning of ground ladders. It will show various way of throwing, carrying, and positioning of ladders. We'll share best practices for working off ladders, rescuing victims and transitioning from the ladder to a porch, window as a means of egress or to ventilate. This program will veer away from the traditional ways of ladder handling and tasks that need to be carried out. Following a short classroom session, student will work extensively with all types and sizes of ground ladders. Near the program's end, student will work participate in challenging scenarios putting their new skills to use.

