



---

***BERRIEN COUNTY***  
***FIRE CHIEF'S ASSOCIATION***  
***BERRIEN COUNTY, MICHIGAN***

---

**Call to Order:** By President Myers @ 0830hrs

**Date:** July 16<sup>th</sup>, 2025

**Presentation(s):**

- N/A

**Old minutes:**

- Old minutes emailed out by Secretary/Treasurer Kazmierzak
- Motion to accept old minutes by: Chief Weich
- Seconded by: Chief Nitz
- Motion passed: None opposed.

**Treasurer's Report:**

June Starting Balance: \$5676.14, June Ending Balance: \$5726.14

- Motion to accept treasurer's report by: Chief Stienke
- Seconded by: Chief Weich
- Motion passed: None opposed.
- The following departments still owe their 2025 Dues:
  - DC Cook

**Bills:**

- None

**Communications:**

- Box Card Review Time – must be submitted before the end of July, then again in January 2026
- Fair Fire Coverage being distributed
- EGLE Live Fire Training – See attached flyer
- Rescue Task Force – discussion on Rescue Task Force

**New Chief/Visitor:**

- Jamie Flick – New Buffalo City Acting Fire Chief
- HEI Wireless

**Dispatch/911:**

- Simulcast is wrapping up – made some changes in the Grand Beach area.
- Training new staff, 2 coming out of call taking, 1 coming out of dispatching.

**Communication Committee:**

- High-Incident Protocol
- Niles City moving back to 11F911
- Indiana still has 20 Michigan IDs available

**CAD Committee:**

- CAD – agreed to move forward with the CAD concept but no funding at this time. Waiting on Public Safety Trust fund from the State of Michigan.

**SOG Committee:**



---

# ***BERRIEN COUNTY FIRE CHIEF'S ASSOCIATION BERRIEN COUNTY, MICHIGAN***

---

- **Mutual Aid Agreement** – still needs legal review
- **MCI/RTF** – Scheduling meetings
- **High-Incident Policy** – See Draft to be discussed at the next meeting

## **BCFA:**

- **Next Meeting** – August 6<sup>th</sup> at the Fair, Corn Dogs
- Time to start signing up for Fire Education Center at the fair
- Resource Directory – check to see if you have changes, even if no changes, make sure Gerry knows by August 1st
- **Car Show** – Car Shows

## **Training:**

- **Training Update** – See attached flyers
- **Discussion on State Pause on Fire Academies due to NFPA 1010 curriculum.**

## **Emergency Management/Sheriff's Office:**

- **Palisade's Drill in Oronoko Twp.** – Next 2 Monday's if anyone has manpower, please send them to the training.
- Thank you to fire service for their help with DC Cook Drill's
- **Haz-Mat** – staffing is an issue, look at the future of Haz-Mat on Friday and its long-term plans

## **MABAS:**

- No Report

## **Other Communications:**

- Baroda Crash discussion
- North Berrien Aug 2/3 8-12 Pancake Breakfast in conjunction with Glad Peach Festival
- Sunday, July 27<sup>th</sup>, Berrien Springs 5K, Firefighter Division

## **Old Business:**

- **HIEBA** – Box Card Management Software discussion, dispatch would cover the cost. Department's would have to enter their information.
  - Motion to support HIEBA and partner with dispatch.
  - Motion: by Frank Delatorre
  - Support: by Gerry Kabelman
  - All in Favor, Motion Approved
- **Scene Watcher App:**
  - 4 or 5 purchases, discussion on giving away some free Apps to drum up business.
  - Lower App Price to \$5
  - Motion to cap giveaways at \$300 and lower price to \$5 (60 licenses)
  - Motion: by Gerry Kabelman
  - Support: by Ted Nitz
  - All in Favor, Motion Approved
  - Log all app issues on this Google Doc:  
<https://docs.google.com/spreadsheets/d/1JaXuz6lbnKh1PRJuWx1sG0SMcrEs3uFTbMazjbbBd14/edit?usp=sharing>

## **New Business:**

- N/A



***BERRIEN COUNTY***  
***FIRE CHIEF'S ASSOCIATION***  
***BERRIEN COUNTY, MICHIGAN***

---

**Next Meeting:**

- Wednesday August 20<sup>th</sup>, 2025, 0830hrs, Lake Twp. FD

**Adjourn:**

- Motion to adjourn by: Chief Harper
- Seconded by: Chief Nitz
- None opposed. Meeting adjourned @ 0930



## DATE: \_\_\_\_\_

July 16, 2025

[illegible]



**TO THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY:** Your County Administration Committee respectfully recommends the adoption of the following:

**RESOLUTION**

**WHEREAS**, the concept of an expansion of the Public Safety Computer Aided Dispatch (CAD) system that would provide access to Field First Response Agencies was presented to the Berrien County Board of Commissioners in July of 2024; and

**WHEREAS**, through the 911 Advisory Board and the County Public Safety Communication Center Operations Committee, a sub-committee was formed, comprised of police, fire, and EMS agencies as well as related Berrien County positions; and

**WHEREAS**, the goal of the sub-committee was to determine the technical infrastructure needs; gauge the support of field agencies; funding considerations; and the number of users/licenses needed; and

**WHEREAS**, access to CAD for field responders is important for a number of reasons, leading with safety; and

**WHEREAS**, CAD Mobile is a software that would be utilized by law enforcement on their in-car computer terminals while CAD Mobility is an application accessed on tablets and mobile devices that would work best for fire and EMS agencies; and

**WHEREAS**, implementing CAD Mobile and Mobility has "start up" costs for software licensing and connectivity that are a barrier for a number of field response agencies as well as Berrien County Information Systems; and

**WHEREAS**, the sub-committee is requesting that the Board of Commissioners assist with the implementation costs for the agencies that have actively expressed support for the program; and

**WHEREAS**, Berrien County seeks to share in the costs of obtaining CAD Mobile and Mobility Application after Berrien County's initial payout, followed by ongoing annual maintenance costs that should be shared amongst all units participating; and

**WHEREAS**, Corporate Counsel will review and approve a memo of understanding with each of the municipalities that are connecting to the CAD system.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Berrien County Board of Commissioners authorizes staff to continue to proceed with the implementation of CAD Mobile and Mobility for the purposes as described above.

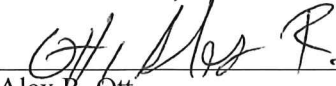
**Respectfully submitted,**

**BERRIEN COUNTY ADMINISTRATION COMMITTEE**

  
\_\_\_\_\_  
Jim Curran, Chairman

  
\_\_\_\_\_  
David Vollrath, Vice-Chairman

  
\_\_\_\_\_  
Sharon J. Tyler

  
\_\_\_\_\_  
Alex R. Ott

RESOLUTION APPROVED AS TO FORM	
Administrative	Date 6-25-25
Corporate Counsel	Date 6/25/25

---

## CAD Mobile/Mobility Project Update

---

**From** Caitlin Sampsel <csampsel@berriencounty.org>

**Date** Tue 7/15/2025 12:54 PM

**To** wsmigielski@ColomaTownship.org <wsmigielski@colomatownship.org>; Charles Heit <cheit@berriencounty.org>; Michael Clark <mclark@bhcit.us>; Killips, Rich <rkillips@cityofnewbuffalomi.gov>; Mike Dawson <mdawson@nilesmi.org>; Dave Vollrath <dvollrath@berriencounty.org>; Chris Swihart <cswhart@berriencounty.org>; Tadd Tomoske <ttomoske@berriencounty.org>; Kip Kulich <kkulich@berriencounty.org>; Jennifer Flick <jfflick2@berriencounty.org>; Joshua Weber <jweber@berriencounty.org>; Flick, Jamie <jfflick@newbuffalotownship.org>; Brian Kazmierzak <bkazmierzak@bhcit.us>; Doug Meyers <firechief@oronokotownship.org>; Kay, Josh <jkay@smcas.org>; jwiley@medic1ambulance.org <jwiley@medic1ambulance.org>

**Cc** Sarah Blurton <sblurton@berriencounty.org>

 1 attachment (560 KB)

2025 Resolution A2507263 Mobile CAD Project.pdf;

Good afternoon CAD Mobile/Mobility Committee members,

After I presented to the County Board of Commissioners at the end of last month, with the assistance of Chris Swihart, County Administrator Brian Dissette, Chief Smigielski, and Chief Myers, the Board approved the attached resolution last Thursday. This supports moving forward with the project, entering into Memorandums of Understanding with each of the participating agencies, and sharing costs, but does not specify the amount or source of funds. The County is waiting to see what happens with the Public Safety Trust Fund legislation and the State budget, targeting that as a source of funding for this project. County Corporate Counsel is reviewing a drafted MOU.

Chris Swihart, Brian Dissette, and I have made the presentation to a few State legislators for awareness of the project as well, as a project that could utilize the pending Public Safety Trust Fund legislation. I have also made the presentation to Maryn Setsuda, who the Fire Departments are working with to source funding; we have offered her to sit in the Dispatch Center to observe and gain a better understanding of the environment and tools.

While the Fire/EMS CAD Mobility project could move forward more quickly if outside funding is secured, the LE CAD Mobile will take more time because of the County's piece as well. The County is starting its budget process for 2026 now and it will progress over the next couple months.

At this point we are in a waiting period because of funding. I will update you as we know more.

Thank you for your partnership in this project,

Caitlin Sampsel, ENP, MPA

Director, Berrien County 911/BCPSCC  
2100 E. Empire Ave

Benton Harbor, MI 49022

269-983-3060 x4967

Fax: 269-982-8628

**BERRIEN COUNTY INCIDENT COMMAND**  
**STANDARD OPERATING GUIDELINES (SOG)**

<i>Topic:</i> <b>High Incident/Storm Protocol</b>	<i>Policy Number:</i>	<i>Risk/Frequency:</i> <b>HR/LF</b>
<i>Section:</i> <b>FIRE OPERATIONS</b>		<i>Distribution:</i> <b>ALL</b>
<i>Standard(s):</i>		<i>Issue Date:</i> 7/16/25
<i>Authority:</i> <b>BERRIEN COUNTY FIRE CHIEF'S ASSOCIATION</b>		<i>Revised Date:</i>

**Purpose**

To establish guidelines for handling high call volumes or all-call situations initiated by Berrien County Dispatch and Berrien County Fire Departments during high call volume, severe weather events, or other emergencies, ensuring efficient communication, accountability, and resource deployment.

**Scope**

This SOP applies to all Berrien County Fire Department personnel during the High Call Volume/Storm Protocol activation.

**Procedure**

**1. Activation**

- **Authority:** The on-duty supervisor for the Berrien County Dispatch Center shall have the authority to enact the High Call Volume/ Storm Protocol.
- **Triggering Events:**
  - High call volumes due to storms
  - Rollover calls from other counties' 911 centers trigger excess use of the 911 system.
  - Active Violence Incident
  - Other incidents as determined by Berrien County Dispatch.

**2. Communication Protocols**

- **Primary Talkgroups:**
  - **Proprietary Talkgroups:** All Fire Department units will operate on their assigned proprietary channels. Units only communicate with the predetermined communications representative, who will in turn be the only unit to talk to dispatch. The communications representative can be a firehouse, area



commander, chief officer, or designated by the fire department to be the communications hub during this emergency.

- **11F911:** Each department will maintain contact with Berrien County Dispatch. Radio traffic will be triaged and should be kept to a bare minimum whenever possible.
- **Fireground Talkgroups:** Reserved for structure fire or multi-agency events only!
- **Lines Down:** AEP should be contacted directly; do not ask dispatch for ETAs from utility companies. AEP Fire & Police Hotline is: 1-888-237-2221.

### 3. **Recommended Dispatch Operations at Fire Department:**

- Maintain a sterile environment in the radio room to ensure uninterrupted communication.
- Dispatch units to assigned locations, keeping accurate times and accountability for all department units.

### 4. **Emergency Traffic and Fireground Channels**

- **Emergency Traffic:**
  - Units may contact Berrien County Dispatch on 11F911 or the designated fire ground channel in emergencies.
- **Mayday Traffic**
  - In the event of a Mayday situation, if called out on proprietary talkgroup, the fire department shall immediately acknowledge Mayday and initiate Mayday procedures with Berrien County Dispatch.

### 5. **Termination of Storm Protocol**

- Once all calls are cleared and the all-call event is resolved, each fire department will:
  - Notify Berrien County Dispatch of the High Call Volume/ Storm Protocol termination.
  - Request department tones for any subsequent emergency requests.
  - Return operations to routine procedures.

# Benefit Car Show



**Maiden Lane Park**  
1051 Maiden Lane - Saint Joseph Michigan 49085

**Saturday, June 28, 2025**

**Free Admission To The Public**  
**Fourth Annual Benefit Car Show**



## All Day Activities

Donations, Food Trucks, Silent Auction, Swap Meet, Show T-Shirts,  
Bounce House, Fire Trucks, DJ Hunter Wright, etc.

7:00 AM Gates Open - Show Cars Start Arriving  
Registration Begins

7:30 AM **Pancake Breakfast** (Hosted by the St Joseph Masonic Lodge #437)

9:00 AM **Benefit Car Show Opens To The Public**  
Swap Meet Opens

9:30 AM **Opening Ceremony** (Flag Presented By the American Legion Post #568)

Noon { Fly Over  
**Cackfest Nitro Cars Fire Up** after fly over  
Show Car Registration **Ends**

1:00 PM 50/50 **Drawing**, Silent Auction **Ends**

1:30 PM **Firefighters & Sheriff Awards Announced** (Winners need to be present)

2:00 PM **Benefit Car Show Ends**

**Map of the  
Benefit Car Show on the back.**

**Mark Your Calendars 2026 Benefit Car Show June 27th, 2026**

**Add your contact information on back of this sheet  
to receive info about next year's Benefit Car Show.  
Turn in at registration table.**





# Fire Suppression Training

## Guidance

All fire suppression training must conform to the guidelines established by the National Fire Protection Association (NFPA) Standard on Live Fire Training Evolutions (NFPA 1403). NFPA 1403 provides guidelines for preparing a structure for live fire training, choosing the proper fuel materials, and instructor qualifications. You can access this standard and the NFPA home page at [www.nfpa.org](http://www.nfpa.org). For questions about compliance with NFPA 1403, contact the [Fire Fighter Training Division](#) of the Bureau of Fire Services at 517-241-8847 or [Michigan.gov/bfs](http://Michigan.gov/bfs).



In addition to conforming to NFPA 1403, fire suppression personnel must comply with applicable environmental regulations and minimize the effect fire suppression training has on the environment. This guidance document includes measures to be considered prior to conducting fire suppression training.

- **Choose an acceptable location:** Training should not be conducted within two miles of a school, nursing home, hospital, or other public facility.
- **Contact residents that may be affected by smoke or odor:** The Michigan Department of Environment, Great Lakes, and Energy (EGLE), Air Quality Division (AQD) may require that the training be suspended immediately if complaints are received by the district office about the training exercise.
- **Choose an acceptable accelerant:** Straw, clean wood, or other non-hazardous materials are acceptable. Do not use tires, gasoline, garbage, furniture, or other hazardous materials. (Acceptable fuels are listed in NFPA 1403.)
- **Remove asbestos:** The building must be thoroughly inspected by an accredited asbestos building inspector and all asbestos must be removed by properly qualified personnel. To find a licensed contractor go to [Michigan.gov/Asbestos](http://Michigan.gov/Asbestos) and use the “[Verify A License/Accreditation](#)” database.

## Notify EGLE

You must notify the EGLE Asbestos Program of asbestos removal and the intentional burn by completing and submitting the “Notice of Intent to Renovate/Demolish” form at least 10 working days prior to either activity. Please use the electronic submittal process by going to [MiEnviro.Michigan.gov/ncore/external/home](http://MiEnviro.Michigan.gov/ncore/external/home).

- **Register and then complete and submit the form electronically:** Any revisions can be made using this website. If you have any questions about complying with the asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP) and intentional burns, please review the resources posted at [Michigan.gov/Air](http://Michigan.gov/Air). (Click on the right-side link “[Asbestos NESHAP Program](#).”)

- **Remove all solid waste:** This includes furniture, appliances, scrap tires and household garbage. Solid waste materials cannot be burned as part of a training exercise. Waste materials removed from the premises should either be reused, recycled, or appropriately disposed.
- **Remove all household hazardous waste:** This includes hazardous materials in devices like mercury switches, batteries, fluorescent light bulbs and any other hazardous materials (e.g., barrels of oil, paint cans, gasoline, thermostats that contain mercury). The contaminants emitted from the burning of these materials are extremely toxic and pose a health and safety risk to firefighters participating in the exercise and residents living nearby. For help disposing of household hazardous waste, see the list of [local household hazardous disposal locations](#) and [list of vendors who assist with household hazardous waste disposal](#).
- **Contact the appropriate EGLE Air Quality program staff in the district office:** A list of EGLE district offices is provided below. A contact person for the training burn should be identified and communicated to the district office. The district office should be made aware of the training exercise because they respond to air quality complaints and will need to know about activities in the area that may be generating air pollution. They can also answer questions about what can and cannot be included in a fire suppression training.
- **Once the training is completed, dispose of remnants properly.** The remaining waste material from the fire suppression training should be hauled to an appropriate disposal facility. To get to solid waste program resources/details, go to [Michigan.gov/egleWaste](https://Michigan.gov/egleWaste), and select the “Solid Waste” tile. For assistance with local disposal options, contact EGLE’s solid waste program staff in the district office.



This publication is intended for guidance only and may be impacted by changes in legislation, rules, policies, and procedures adopted after the date of publication. Although this publication makes every effort to teach users how to meet applicable compliance obligations, use of this publication does not constitute the rendering of legal advice.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.

Individuals with disabilities may request this material in an alternative format by emailing [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or calling 80-662-9278.

## EGLE District Offices

### **Bay City District Office**

Phone: 989-894-6200

**Counties Served:** Arenac, Bay, Clare, Gladwin, Huron, Iosco, Isabella, Midland, Ogemaw, Saginaw, Sanilac, Tuscola

### **Cadillac District Office**

Phone: 231-775-3960

**Counties Served:** Benzie, Grand Traverse, Kalkaska, Lake, Leelanau, Manistee, Mason, Missaukee, Osceola, Wexford

### **Detroit District Office**

Phone: 313-456-4700

**Counties Served:** Wayne

### **Gaylord District**

Phone: 989-731-4920

**Counties Served:** Alcona, Alpena, Antrim, Charlevoix, Cheboygan, Crawford, Emmet, Montmorency, Oscoda, Otsego, Presque Isle, Roscommon

### **Grand Rapids District Office**

Grand Rapids, MI 49503-2341

Phone: 616-356-0500

**Counties Served:** Barry, Ionia, Kent, Mecosta, Montcalm, Muskegon, Newaygo, Oceana, Ottawa

### **Jackson District**

Phone: 517-780-7690

**Counties Served:** Hillsdale, Jackson, Lenawee, Monroe, Washtenaw

### **Kalamazoo District Office**

Phone: 269-567-3500

**Counties Served:** Allegan, Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren

### **Lansing District Office**

Ph: 517-284-6651

**Counties Served:** Clinton, Eaton, Genesee, Gratiot, Ingham, Lapeer, Livingston, Shiawassee

### **Marquette District Office**

Phone: 906-228-4853

**Counties Served:** Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon, Schoolcraft

### **Warren District Office**

27700 Donald Court.

Warren, MI 48092-2793

Phone: 586-753-3700

**Counties Served:** Macomb, Oakland, St. Clair, Wayne

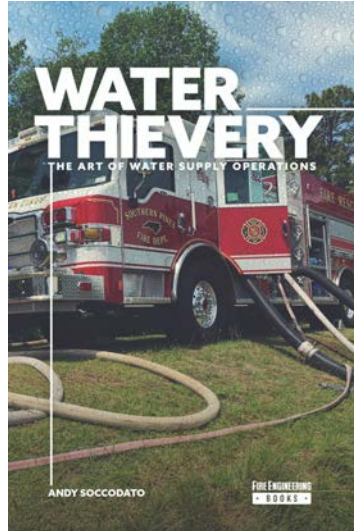


MICHIGAN DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY



**Benton Harbor  
Department of Public  
Safety Presents**

# **Advanced Pump Operations**



## **THE WATER THIEVES**

Andy Soccodato has served in the fire service since 2006 in both career and volunteer agencies that covered both rural and urban communities. Nine years of his career were spent as a firefighter and driver/operator for the Charlottesville (VA) Fire Department. Soccodato currently works as a full time Fire Instructor II at the Tennessee State Fire Academy, where he oversees the driver/pump and aerial programs.

Soccodato is a member of the Fire Apparatus & Emergency Equipment Magazine editorial advisory board and has presented at FDIC. He is also the owner of The Water Thieves, LLC, a business that specializes in delivering street-smart driver/pump operator courses.



- ✓ **SAT SEPT 27 & SUN SEPT 28**
- ✓ **LOCATION TBA**
- ✓ **0830-1600**
- ✓ **\$250/FIREFIGHTER**
- ✓ **HANDS ON SCENARIOS!**
- ✓ **LIMITED TO 30 STUDENTS**



**OFFERING TOP NOTCH  
CONTEXTUAL TRAINING  
THROUGHOUT SW MICHIGAN TO  
IMPROVE THE FIRE SERVICE**

TO REGISTER:  
**269-443-1027**

[bkazmierzak@bhcity.us](mailto:bkazmierzak@bhcity.us)



# FIREGROUND SKILLS

# BOOT CAMP

**HANDS-ON, BACK TO BASICS TRAINING**

**STANDARDS  
— OVER —  
FEELINGS**

**REAL LIFE EXPERIENCE, NOT THEORY!**

**32-HOURS OF REALISTIC, MODERN FIREFIGHTING TACTICS**

**FRIDAY, SEPT. 5TH, 2025 0830-1630**

- FIREGROUND EXPECTATIONS
- ENGINE COMPANY OPERATIONS

**SATURDAY, SEPT. 6TH, 2025 0830-1630**

- FIREGROUND SEARCH

**FRIDAY, SEPT. 12TH, 2025 0830-1630**

- FIREGROUND SKILLS & MAYDAY

**SATURDAY, SEPT. 13TH, 2025, 0830-1630**

- LIVE FIRE TRAINING & SCENARIOS

**\$300/ FIREFIGHTER  
LIMITED TO 16  
STUDENTS**

**REGISTER AT:**

**[bkazmierzak@bhcity.us](mailto:bkazmierzak@bhcity.us)**

**OR**

**269-443-1027**

**STUDENTS MUST ATTEND ALL CLASSES**



***BERRIEN COUNTY***  
***FIRE CHIEF'S ASSOCIATION***  
***BERRIEN COUNTY, MICHIGAN***



## **MEETING AGENDA 7/16/25**

- **Call meeting to order**
- **Presentation – None**
- **Approval of minutes**
- **Treasurer's Report**
  - Bills

---

- **Communications**

- General Communications
  - Box Card Review Time
  - Fair Fire Coverage
  - EGLE Requirements
  - RTF
- New Chief's – Chief Flick
- Visitors
- Medic 1
- Dispatch/911
- Communications Committee
- CAD Committee
- Policy Committee
- Berrien County Firefighters
- Training
- Emergency Management/Sheriff
- MABAS
- Other Communications

- 
- **Old Business**
    - CAD funding update
  - **New Business**
    - Scene Watcher Promos
  - **Next Meeting – 8/20/25**
  - **Adjournment**