



BERRIEN COUNTY
FIRE CHIEF'S ASSOCIATION
BERRIEN COUNTY, MICHIGAN



Call to Order: 0830-1000

Date: June 17, 2026

Old minutes: Old minutes emailed out. Motion to approve old minutes by: Director Phelps, seconded by Chief Mattix. Motion passed none opposed.

Agenda Changes: None

Presentation: Presentation by MDOT: MDOT is liking to partner with first responder agencies to form a committee to work on a traffic incident management training. This would be a voluntary committee made up of first responder agencies. looking for 5-9 people. Program would begin with a TTT corse in traffic incident management course.

If any department has someone interested in being on this committee, Please contact: Michael Streeter: 269-217-7785: streeterm@michigan.gov.

Presentation by Chief Harvey Burnett on creating a fire peer support team. This team would be made up of firefighter/fire department personnel. The purpose of this team would be a place for firefighters to seek out peers and be guided in the proper direction for mental support. If any department has someone interested in being on this team please contact Chief Burnett: 269-695-5120: harveyb@andrews.edu

Treasurer's Report: April 2026: Starting: \$8811.14: Deposit: \$107.50: Checks: 1171for \$125.00 and 1172 for \$324.00: Ending balance: \$8469.64.

May 2026: Nothing in or out. Starting and ending balance: \$8460.64.

Motion to approve by Chief Weich. Seconded by: Chief Harper. Motion passed. None opposed.

Bills: None

Communications:

General Communications:

New Chief/Visitor: New Chief SJT#1 Jim Robinson. Welcome.

EMS: (Great Lakes Drone:Medic-1:S.M.C.A.S.:Med Control:) None

Dispatch/911: Covered in communications committee report

Communications Committee: See attached

CAD:

Guideline:

HAZMAT: Hazmat: Waiting on lawyer review. Question on insurance.

BCFA: Please get the apparatus worksheets to Gerry as it will take time to update resource directory and pictures. July meeting Niles City. Presentation electric vehicles. Must register for the class.

Car show June 27. Still looking for help. Still looking for fire trucks. Proceeds go to the BCFA and BCSDA. Last year about \$9000.00 raised for each.

Training: all posted on BCFA web page

Emergency Management: All going good. EM has an intern, Cheyenne Bond.

Sheriff: None



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MABAS: Dearborn FD has completed MABAS validation in confined space and rope. Strike Team Leader training in September 2026.

Continue to work on rescue boat operator courses. Working on Stillwater/floodwater rescue team validations. Looking for divisions dispatched to host MABAS 101 classes. Working on a training program MABAS in 30.

Other Comments:

Baroda fireworks on July 03, 2026. Looking for fire department to help out. If interested in helming out contact Donnie Johnson.

Chief Flick stated the New Buffalo city fire department will be gone as of July 01, 2026. New Buffalo Township fire will take over coverage for New Buffalo city. If you have New Buffalo City Fire Department on your box cards, especially the ladder you will need to update your boxcards. Contact Chief Flick if you have questions.

Old Business: By-laws. Tabled until July.

New Business: Discussion on offering zoom. Feeling mixed as some feel the need for in person meeting with face to face presence and interaction. Some like the idea of virtual with busy schedules. Motion by Director Phelps to offer virtual meeting for the rest of the year(2026) with any voting to be a roll call vote, moderated by Chief Flick. Seconded by Chief Weich. Motion passed. Nono opposed.

Next Meeting: July 15, 2026 at 0830 Berrien County conference room.

Adjourn: Motion to adjourn by Chief Steinke. Seconded by Chief Mattix. Meeting adjourned at 1000.



BERRIEN COUNTY FIRE CHIEFS ASSOCIATION
ATTENDANCE SHEET

DATE: June 17, 2026

NAME	SIGNATURE	DEPARTMENT
Frank DeLaTorre	<i>[Signature]</i>	North Berrien/Niles
Cheyenne Bond	<i>[Signature]</i>	Intern emergency man
Dorrie Johnson	<i>[Signature]</i>	Baroda
Jim Robinson	<i>[Signature]</i>	SJCTFD #1
Everett Steinke	<i>[Signature]</i>	STFD
Mike Mathis	<i>[Signature]</i>	NBFC
Mike Phelps	<i>[Signature]</i>	SJDF
David Albert	<i>[Signature]</i>	PCSO
Janie Flick	<i>[Signature]</i>	NBT/NBC FD
Rob Harder	<i>[Signature]</i>	BCTFD
Zac Bernard	<i>[Signature]</i>	RTFD
Jim James	<i>[Signature]</i>	Bridgman
Scotty Koblman	<i>[Signature]</i>	S.J.C.T.F.D. #1
Allen Weich	<i>[Signature]</i>	Chikaming
Dave Flick	<i>[Signature]</i>	TDFD
Caitlin Sampson	<i>[Signature]</i>	BC 911



Communications Committee

Discussion Topics

DATE: June 16, 2026

Communication Committee notes:

- 1) unit identifiers (worksheets for CAD, worksheets for radio, go live July 13, 2026)
 - Apparatus worksheets need to be turn in to dispatch by July 06, 2026 so they can update CAD.
 - Please also send them to the communications committee for reference and Gerry will also put them in resource directory for cross-reference.
 - New apparatus designator will go live on July 13, 2026
 - Radio IDs worksheets- These are needed for if there is an emergency alert or other issue that needs to be followed up on. Dispatch aliases the name to the radio ID on the Dispatch consoles for quick reference/to help identify who is talking. This helps A Lot.
- 2) CAD Mobility
 - Training video for fire CAD will tentatively be available the week of July 6th
 - New apparatus designators will go live @ 0600 on July 13th
 - CAD roll out will be by department after some time with the test agencies; goal to be rolled out to all departments by Aug 21st
 - Caitlin will need a department leader or technical designee (& their contact info) for each department to be a contact for setting up CAD
 - County I/S will go on-site for initial enrollment for each department's CAD Mobility
 - When CAD goes live...(clear on call, first unit enr)...Lead truck actions should NOT be silent. Subsequent units going enroute- it is up to your department if you have them only mark in CAD or verbalize on the radio. After CAD is in place for some time we can reassess processes. Please do NOT just yell out traffic- either hail your lead truck or hail Dispatch.
- 3) What FGs are for/not for:
 - Reminder FG are for multi-agency structure fire responses, large multi-agency grass fire responses, etc....
 - FG should not be used for traffic control, water/tanker shuttles, etc..... Your proprietary/8TAC/7TAC should be used for these activities

Mobility Information

Licensed | ShieldForce & CrewForce

Mobility Portal - Portal.Mobility.TylerTech.com

The *Mobility App Portal* is used for activating and configuring *CrewForce* and *ShieldForce*.
[Tyler Community Documentation](#).

Account Code:
Production
Test

Application Installation

Apple:

[ShieldForce User Guide](#)

[CrewForce User Guide](#)

[ShieldForce App Store Link](#)

[CrewForce App Store Link](#)

Android:

[ShieldForce User Guide](#)

[CrewForce User Guide](#)

[ShieldForce Play Store Link](#)

[CrewForce Play Store Link](#)

Recommended Devices

iOS:

iPhone 8 and above

iPad 5th-gen and above*

iPad Mini 4*

All iPad Pros*

*(Cellular iPads preferred – include dedicated GPS)

iOS / iPadOS version:

13.0 and above

Google:

Pixel 3, 4 and above

Samsung:

Galaxy S8, S9, S10 and above

Note 9, 10 and above

Galaxy Tab S4, S6 and above

Android Version:

8.0 (Oreo) and above (64-bit devices)

Tyler Community

[Mobility Documentation](#) – Contains Mobility user and administrator guides.

[Mobility Forum](#) – Get Support, ask questions, and discuss Mobility with other agencies.

[ShieldForce](#) / [CrewForce](#) – The Ideas page is the place to submit and discuss feature requests.

[New World Public Safety Support](#) – Create, manage, and track support cases.

[Tyler University](#) / [Registration](#) – Mobility training videos and curriculum.

Additional Documents

[Mobility Administrator Guide](#)

[Cloud Security Document](#)

[MMPK Creation Guide](#)

[Mobility Networking and Security](#)

