

North Dakota Firefighter's Association



*North Dakota Firefighter's
Association*
Organized June 4, 1984
Incorporated January 20, 1993

2021 Annual Report



North Dakota Firefighter's Association
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Executive Board and Staff

Officers

President: Curtis Freeman – Dickinson, ND

1st V. President: Allen Berg – Abercrombie, ND

2nd V. President: Lee Gessner – Harvey, ND

Secretary/ Treasurer: Allan Klein – Bismarck, ND

Past President: James Moe – Devils Lake, ND

Regional Trustees

NW Region: Nate Condit – Kenmare, ND

SW Region: Todd O'Donnell – Dickinson, ND

NE Region: David Schneibel Jr. – Rugby, ND

SE Region: Jerry Hollingsworth – Oaks, ND

Office Staff

Training Director: Robert Knuth – Minot, ND

Office Manager: Julie Geltel – Mandan, ND

Training Coordinator: Christopher Demello Rice – Bismarck, ND

Training Assistant: Jonathan Hildremyr – Bismarck, ND



Message from the President



Curtis Freeman, President
North Dakota Firefighter's Association

It goes without saying this has been a busy year. My time as president of the North Dakota Firefighter's Association is quickly coming to a close. Looking back, 2021 had its challenges and opportunities. Challenges of switching gears again to get back to in-person trainings, multiple trainings and testing sites taking place at the same time in different parts of the state and making sure these events were staffed with our top-notch ND instructors. It was a pleasure to work through these situations with our Executive Board, staff, and association members. With everyone pitching in we charted the course.

It was great to be back to in-person trainings. Even though it was nice to still see the state training virtually nothing beats getting together for hands on training. This was eminent in the expressions of those that attended State Fire School and showed with the numbers. Everyone was longing to be back together for the knowledge sharing and comradery.


I'm overjoyed to see the number of trainings that go on around the state. Not only the trainings that the NDFA is a part of, but also all the trainings that the individual departments sponsor and partake in. I like to see our state training to better the fire service in ND and look forward to where we will go in the future.

The resilience that was witnessed in 2021 shows the North Dakota drive and that fire fighters will press on and overcome the challenges that we face and embrace the opportunities. I look forward to what 2022 will bring for the fire fighters of ND; where they will find themselves, where they will go and what they will do. Stay strong, stay safe and have another great year!



Message from the Training Director




Robert Knuth, Training Director
North Dakota Firefighter's Association

I am pleased to share the extraordinary achievements of the North Dakota Firefighter's Association in 2021. Despite the unprecedented times and extraordinary circumstances all of us have dealt with these past two years, we could not have been as successful without the dedication of the Executive Board, staff and instructors who continually strive to meet these new challenges. They remain steadfast in the pursuit of the Association's mission and our accomplishments while returning to normal operations in this post-pandemic period are nothing short of amazing.

Even though 2020/2021 will always be considered as one of the most challenging times we have faced, it was an extraordinary learning experience for everyone. The pandemic reinforced the importance of adapting quickly to meet the needs of our members. We migrated our in-person classes to distance learning formats, reduced class sizes for face-to-face and our practical evolution sessions. We utilized various new communication platforms, continuously refreshed instructional programs, developed new initiatives, and maintained open communication throughout the Association. While this was not an easy feat, our Board, staff, and instructors worked to ensure that emergency services instruction and certifications continued without interruption statewide as much as possible.

While this pandemic may have changed some of our delivery models, it certainly did not change the quality of instruction that our students have grown accustomed to. In fact, many of the changes that were implemented during this period have left a positive impact on the Association and helped to improve our basic organizational activities. Many of these changes will continue to be employed for the foreseeable future to improve communications, provide alternatives to traditional program deliveries, and maintain consistency in our standards of training and certification.

The Executive Board, office staff, and instructors and evaluators worked tirelessly during this time. We continuously rose to the challenges put in front of us and forced us to adapt to this new environment. Their commitment throughout this time is an example of their dedication to the Association and the emergency services throughout our state. Here's to another successful year!



Association History, Mission, & Goals

HISTORY

The North Dakota Firefighter's Association was established in 1884 to promote the safety and welfare of firefighters through uniform training and to support other needs of the North Dakota Fire Service. The organization is comprised of approximately 9,450 members from 368 departments throughout the state. As an incorporated non-profit organization, the Association is charged by Century Code as the fire training and certification authority in North Dakota.

There is an established non-accredited certification system in the state that has been moving toward alignment of the certification criteria with the NFPA standards for Firefighter I and II for several years. A Certification Advisory Committee is established to govern and run the certification operations. Operational funding is provided by an insurance premium tax, grants from state organizations and fees for certification. The certification system is completely voluntary and is based on the NFPA Standards for professional competencies. In 2013, the North Dakota Firefighter's Association's Certification Program was accredited by the National Board on Fire Service Professional Qualifications, also known as the Pro Board®.

MISSION

The mission of the North Dakota Firefighter's Association is to promote the safety and welfare of the North Dakota Firefighter's Association members through uniform and established training standards.

GOALS

1. To improve the performance and coordination of all certification efforts through the development of minimum performance requirements for the benefit and safety of personnel in the fire service.
2. To develop competent fire service personnel by establishing minimum training standards in accordance with nationally recognized standards of the NFPA.
3. To establish and maintain valid procedures that measure specific levels of knowledge, skills, and abilities and consistent with standards approved by the North Dakota Firefighter's Association Certification Committee and adopted by the NDFA Executive Board.
4. To establish and implement a certification program that will ensure complete impartiality, confidentiality and designed in a manner that will safeguard against misuse and abuse.
5. To establish uniform testing procedures for a consistent means of evaluation.
6. To continually modernize and revise the official certification protocols for improvements to the program.

**SUMMARY OF THE MINUTES OF THE 137th ANNUAL CONVENTION OF THE NORTH DAKOTA
FIREFIGHTER'S ASSOCIATION
June 3-6, 2021
Bowman, ND**

The 137th Annual Convention of the NDFA was called to order by Andy Mrnak, Bowman Fire Department at the Bowman High School gymnasium.

The Colors were presented by the Bowman American Legion Color Guard.

Invocation was given by Pastor Ray Sherwood.

Welcome messages were given by Lyn James, Bowman City Commission President, and Chad Welch, Chief Bowman Fire Department.

First VP Curtis Freeman gave a response to the welcome speeches. Freeman turned the meeting over to President Jim Moe. Moe made the first call of nomination of Officers. Nominated were:

- | | |
|--|---------------------|
| • President | Curtis Freeman |
| • 1 st VP | Allen Berg |
| • 2 nd VP | Lee Gessner |
| • Sec/Treas | Allan Klein |
| • SE Trustee | Jerry Hollingsworth |
| • SE Certification Advisory Committee Member | Clint Gilbertson |
| • NW Trustee | Nate Condit |
| • NW Certification Advisory Committee Member | Glen Huettle |
| • Host City 2023 | Medora |
| • Host City 2024 | None |

The Memorial Service was presided over by Andy Mrnak. Invocation was given by Pastor Ray Sherwood. The names of the 47 firefighters who had passed during the last year were read, a bell was rung, and a candle lit in the memory of each firefighter.

The Keynote speaker was Lieutenant Joe Torrillo, NVC Fire Dept. Lt Torrillo responded to the attack on the Twin towers on September 11, 2001. He was buried in rubble after the collapse of the first tower, rescued and while waiting transport to a hospital was buried again when the second tower collapsed. He was wearing a borrowed set of turnout gear and was misidentified and declared missing for 3 days. Joe's talk revolved around a quest to make our Country the Re-United States of America, resurrecting patriotism.

Also in attendance to the Annual Convention is the Tunnels 2 Towers Mobile Exhibit. A mobile exhibit containing interactive education including artifacts, videos, and radio transmissions of the September 11, 2001, event.

The winner of the American Legion Firefighter of the year is Gary Decker, Gwinner.

Sec/Treas Al Klein made a motion to approve the minutes of the 2019 Annual Convention minutes. Bruce Schreiner, Garrison seconded the motion, carried.

Sec/Treas Al Klein reported that because the 2020 Annual Convention in Devils Lake was cancelled due to the COVID 19 pandemic, he had written a statement about the cancelled convention. Klein made a motion to approve this statement as the minutes for the 2020 Annual Convention. Terry Goerger, Matador seconded the motion, carried. President Moe issued the second call for Nomination of Officers. There were none.

The Past Presidents in attendance were introduced to the audience.

The exhibitors in attendance introduced themselves and gave a brief description of the products and services they provide.

Reports from the following fire service partners were given:

- Cody Schultz DES
- Aaron Bucholtz NDFS
- Nate Bennet ND Fire Service Instructors Society
- Jim Moe reported for Fire Marshall Doug Nelson

President Moe issued the final call for Nomination of Officers. There was no additional nomination.

Regional breakout sessions were held.

President Moe recessed the meeting for the day.

President Moe reconvened the meeting at 8:00 a.m. June 6, 2021.

The preliminary report of the Credentials Committee was given by Kris Weber. There are 242 votes registered.

Sec/Treas Klein gave the annual financial report. Klein made the motion to accept the report as printed and presented. Allan Berge, Casselton seconded, carried.

The Training Directors report was given by Rob Knuth. He summarized the training and certification programs for the past year. Knuth also gave a report on the Grants that NDFA have been awarded.

2nd VP Berg reported on the Resolution Committee. There was one resolution, thanking the Bowman Fire Department and the Community of Bowman for their hospitality in provide an excellent Convention. Berg made the motion for a “do pass” on the resolution. Bruce Schreiner, Garrison seconded, carried.

President Moe gave the President’s address. He stated that due to the COVID 19 pandemic and the cancellation to the 2020 Annual Convention, the current slate of Officers all served an additional year and he thanked them for their dedicated service.

Kris Weber gave the final report of the Credentials Committee. The final report lists 244 votes. Terry Goerger, Matador made a motion to accept the final Credentials Committee Report, seconded by Jeff Solen, Bottineau, carried. President Moe called for the election of officers. Bruce Schreiner, Garrison made a motion to have the Secretary cast a unanimous ballot for all unopposed candidates (there are no contests), Kris Weber seconded the motion, carried. Sec/Treas casted a unanimous ballot for all candidates. Elected were:

- President Curtis Freeman
- 1st VP Allen Berg
- 2nd VP Lee Gessner
- Sec/Treas Allan Klein
- SE Trustee Jerry Hollingsworth
- SE CAC Clint Gilbertson
- NW Trustee Nate Condit
- NW CAC Glen Huettle
- 2023 Host City Medora
- 2024 Host City Vacant

Past President Moe turned over the Gavel and Badge of the President to Curtis Freeman. Freeman thanked Moe for his leadership during the past 2 years and presented him with the Past Presidents Plaque.

President Freeman announced the 2022 Annual State Fire School will be held in person February 24-27, 2022, at the All-Seasons Arena in Minot, ND.

The 2022 Annual State Convention will be held in Casselton, ND on June 2-4,2022

The closing Benediction was given, the Colors retired, and the Annual Convention adjourned.

A handwritten signature in cursive script that reads "Allan Klein".

Al Klein, Sec/Treas NDFA.



Secretary/Treasurer's Report

Herewith is the One Hundred and Thirty Eighth Annual Report of the Secretary/Treasurer of the North Dakota Firefighter's Association at the Annual Convention scheduled for Casselton, North Dakota on June 2-4, 2021

Checking Account - US Bank, Bismarck, ND

	2021	2020	2019
Opening Balance (January 1, 2021)	\$38,747.49	\$21,588.83	-\$36,399.47
Collections			
Appropriations - State of ND	\$570,035.00	\$414,262.50	\$414,262.50
Donations*	\$5,727.68	\$3,225.00	\$2,114.00
Dues	\$36,450.00	\$36,463.00	\$34,200.00
Grants Deposited to Checking	\$226,532.56	\$865,413.84	\$684,709.90
Interest (checking account)	\$2.82	\$30.85	\$35.08
Library Registration Fee	\$0.00	\$0.00	\$0.00
Miscellaneous Income	\$0.00	\$1,219.00	\$0.00
Registrations	\$0.00	\$200.00	\$1,665.00
Reimbursed Expenses	\$13,398.98	\$421.21	\$3,489.43
Sales	\$10,840.95	\$10,039.00	\$4,887.00
Server Rental	\$0.00	\$0.00	\$0.00
Testing Fees	\$0.00	\$0.00	\$40.00
Transfer from Savings to Checking	\$0.00		\$125,800.00
Total Collections	\$862,987.99	\$1,331,274.40	\$1,271,202.91
Transfer from Savings to Checking	\$92,000.00		\$125,800.00
* August Schell Brewing-\$810			
* Misc. Donations-\$335			
* Land O'Lakes-\$1,750(earmarked for depts)			
* NDIRF Conferment of Benefits-\$2,810			
Disbursements			
Annual Convention	\$9,114.78	\$1,954.68	\$13,333.12
Auto Extrication	\$43,152.38	\$24,420.70	\$34,865.43
Bank Service Charges	\$0.00	\$225.91	\$15.00
Conferences	\$5,347.69	\$2,392.78	\$15,606.21
Data Base Project	\$0.00	0	\$12,791.86
Executive Board	\$7,895.93	\$5,329.82	\$9,679.96
Mileage	\$6,519.10	\$2,695.15	\$6,064.52
Per Diem	\$455.00	\$788.50	\$1,282.10
Lodging	\$622.08	\$1,137.06	\$717.33
Meals	\$110.64	\$232.70	\$435.96
Supplies	\$50.17	\$240.99	\$546.55
Other	\$138.94	\$235.42	\$633.50
FF Certification	\$23,286.28	\$24,662.39	\$38,587.19
Forms	\$230.06		\$70.93

Grants	\$355,974.00	\$595,834.24	\$571,469.62
AFG Grant	\$219,153.19	\$7,691.00	\$6,926.38
DES, NDIRF, CTBS	\$23,891.25	\$173,385.36	\$111,186.26
SAFER Grant	\$62,891.04	\$407,874.76	\$417,636.11
WSI Grant	\$50,038.52	\$6,883.12	\$35,720.87
Insurance	\$9,106.00	\$9,415.35	\$8,017.71
Materials for Resale	\$45,495.18	\$0.00	\$100.00
Membership/Dues/Subscription	\$1,599.95	\$2,695.00	\$1,199.95
Miscellaneous Supplies/Equipment	\$0.00	\$63.02	\$1,164.24
NDFA Office - Rent and Utilities	\$107,504.09	\$104,143.08	\$108,144.66
NDFA Office Operations	\$14,969.33	\$16,944.55	\$13,276.44
Pass Through Funds - Lank O'Lakes Donation	\$1,750.00		
Payroll, Payroll Taxes, and Benefits	\$258,283.99	\$257,704.55	\$243,210.35
Professional Fees	\$25,893.82	\$24,230.83	\$16,250.00
Auditing	\$14,750.00		
Computer Support	\$11,143.82		
Reconciliation Discrepancies	\$1.42	-\$0.58	
Regional Fire Schools	\$30,385.69	\$419.50	\$5,678.51
Repairs	\$3,618.11	\$18,732.90	\$15,032.06
Shop Equipment	\$303.71		
State Fire School	\$7,768.79	\$97,401.10	\$90,078.60
Training - Department Level	\$10,302.18		
Training Library	\$1,205.15	\$110.50	\$4,256.56
Training Prop Expense	\$11,387.56	\$4,461.49	
Transfer from Checking to Savings***			\$0.00
Vehicle Expense	\$9,500.62	\$4,396.94	\$10,261.15
Workshops	\$0.00	\$0.00	\$51.96
Total Disbursements	\$984,076.71	\$1,195,538.75	\$1,213,141.51
Transfers from Checking to Savings***	\$0.00	\$120,000.00	
Payroll Liabilities	(\$723.00)	\$1,423.01	-\$73.10
Ending Balance (December 31, 2021)	\$10,381.77	\$38,747.49	\$21,588.83

**The Financial Assets of the
North Dakota Firefighter's Association**

US Bank Savings Account Balance - 1/1/20	\$104,463.67	\$34,450.49	\$90,185.32
Interest Earned as of 12/31/21	\$5.30	\$13.18	\$80.17
Transfer from Checking to Savings	\$570,000.00	\$400,000.00	\$400,000.00
Transfer from ICS to Savings	\$600,000.00	\$250,000.00	\$350,000.00
Transfer from Savings to ICS	-\$550,000.00	-\$300,000.00	-\$280,000.00
Transfer from Savings to Checking	-\$662,000.00	-\$280,000.00	-\$525,800.00
Bank Service Charge	\$0.00	\$0.00	-\$15.00
Balance as of 12/31/21	\$62,468.97	\$104,463.67	\$34,450.49
US Bank ICS Account Balance - 1/1/20	\$361,386.43	\$311,292.04	\$380,896.30
Interest Earned as of 12/31/21	\$15.54	\$94.39	\$395.74
Transfer from Savings to ICS	\$550,000.00	\$300,000.00	\$280,000.00
Transfer from ICS to Savings	-\$600,000.00	-\$250,000.00	-\$350,000.00
Balance as of 12/31/21	\$311,401.97	\$361,386.43	\$311,292.04
Total Financial Assets - 12/31/21	\$384,252.71	\$465,850.10	\$367,331.36

FY 2021 Breakdown Grants and Appropriations

Appropriations

Grants

AFG-EMW-2015-FF-00175	
AFG-EMW-2018-FZ-00145	\$14,819.66
AFG-EMW-2019-FG-01658	\$164,251.63
Division of Emergency Management	
Minot CVB	
ND Forest Service	\$25,375.36
NDIRF	
WSI	\$22,085.91
Total Grants	\$226,532.56

2021 Executive Board Meetings

January 21, 2021 - Zoom Meeting
 February 17, 2021 - Zoom Meeting
 March 21, 2021 - Regular Meeting
 April 15, 2021 - Zoom Meeting
 May 20, 2021 - Zoom Meeting
 June 4-6, 2021 - Regular Meeting
 August 19, 2021 - Zoom Meeting
 September 9, 2021 - Zoom Meeting
 September 25, 2021 - Zoom Meeting
 October 21, 2021 - Zoom Meeting
 November 18, 2021 - Zoom Meeting

2020 Executive Board Meetings

January 8, 2020 - zoom meeting
 February 27-March 1, 2020, state fire school meetings
 March 17, 2020 -zoom meeting
 March 31, 2020 - zoom meeting
 April 30, 2020 - zoom meeting
 June 18, 2020 - zoom meeting
 September 12, 2020 - regular meeting
 October 2, 2020 - zoom meeting
 October 15, 2020 - zoom meeting
 November 21, 2020 - zoom meeting
 December 3, 2020 - zoom meeting
 December 17, 2020 - zoom meeting

Expenditures were paid by checks drawn by the Secretary/Treasurer on the US Bank, Bismarck, ND, co-signed by the President or First Vice President, properly vouched and approved by the Executive Board. The fidelity bond in the amount of \$150,000 is executed by the North Dakota State Bonding Fund and is on file at the NDFA Office. An additional fidelity bond in the amount of \$300,000 has been purchased through Auto Owners Insurance Company and is on file at the Kramer Agency in Bismarck. These bonds cover each of the Executive Board Members, Training Director, Training Coordinator,
 and Office Assistant of the North Dakota Firefighter's Association.

The funds of the North Dakota Firefighter's Association, which are deposited in the US Bank, Bismarck, ND, are insured by the Federal Deposit Insurance Corporation in the amount of \$250,000. The funds in excess of \$250,000 that are deposited in the US Bank have been transferred into an ICS (Insured Cash Sweep) account to protect them, in compliance with standard audit requirements.

There will be a complete audit of the books of the North Dakota Firefighters Association, maintained by the Secretary/Treasurer, at the close of business on December 31, 2021.



Grant Summaries

Hazardous Materials Emergency Preparedness (HMEP) Grant

The FY2021/2022 HMEP grants are generously funded through the North Dakota Department of Emergency Services/ Division of Homeland Security.

ND Workforce Safety and Insurance (WSI) Grant

The 2021/22 WSI STEP 2 grants funded scholarships for State Fire School participants over the past two years and funded operation and instructor fees. WSI grants also funded the Grain Bin Extrication, Courage to Be Safe, and Class "A" Live Fire Burn Trailer classes.

ND Insurance Reserve Fund (NDIRF) Grant

NDIRF has sponsored our Driver/Operator Courses (Basic & Advanced EVOC)) since 2011.

ND Forest Service Grant

The ND Forest Service provided instructors for wildland classes during State Fire School in addition to a \$40,000.00 grant awarded for Fire School expenses. NDFA and NDFS continue to work together to provide wildland training to requesting departments throughout the year.

State Training Grant (NFA)

The purpose of this grant is to augment and provide support for the Nation's 50 State Fire Training Systems in delivering training and education programs to the Nation's fire and emergency services personnel. These grants provide for both monetary and technical assistance that helps states bridge the gaps in their training programs with the delivery of NFA training courses/programs and for the associated marketing, administrative costs, and electronic feedback of student data.

Assistance to Firefighter's Grant (AFG)

As NDFA is the state fire training authority, identified in Century Code, we are eligible for AFG grants under the following:

"A State Fire Training Academy (SFTA) operating in any of the 56 states, which includes any state of the United States, the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of Puerto Rico is an eligible applicant. Applicants must be designated either by legislation or by a Governor's declaration as the sole state fire service training agency within a state. The designated SFTA shall be the only State agency/bureau/division, or entity within that State, to be an eligible AFG SFTA applicant. **SFTA applicants are graded against the other SFTA applications received and have no bearing on individual department grants received from their State.**"

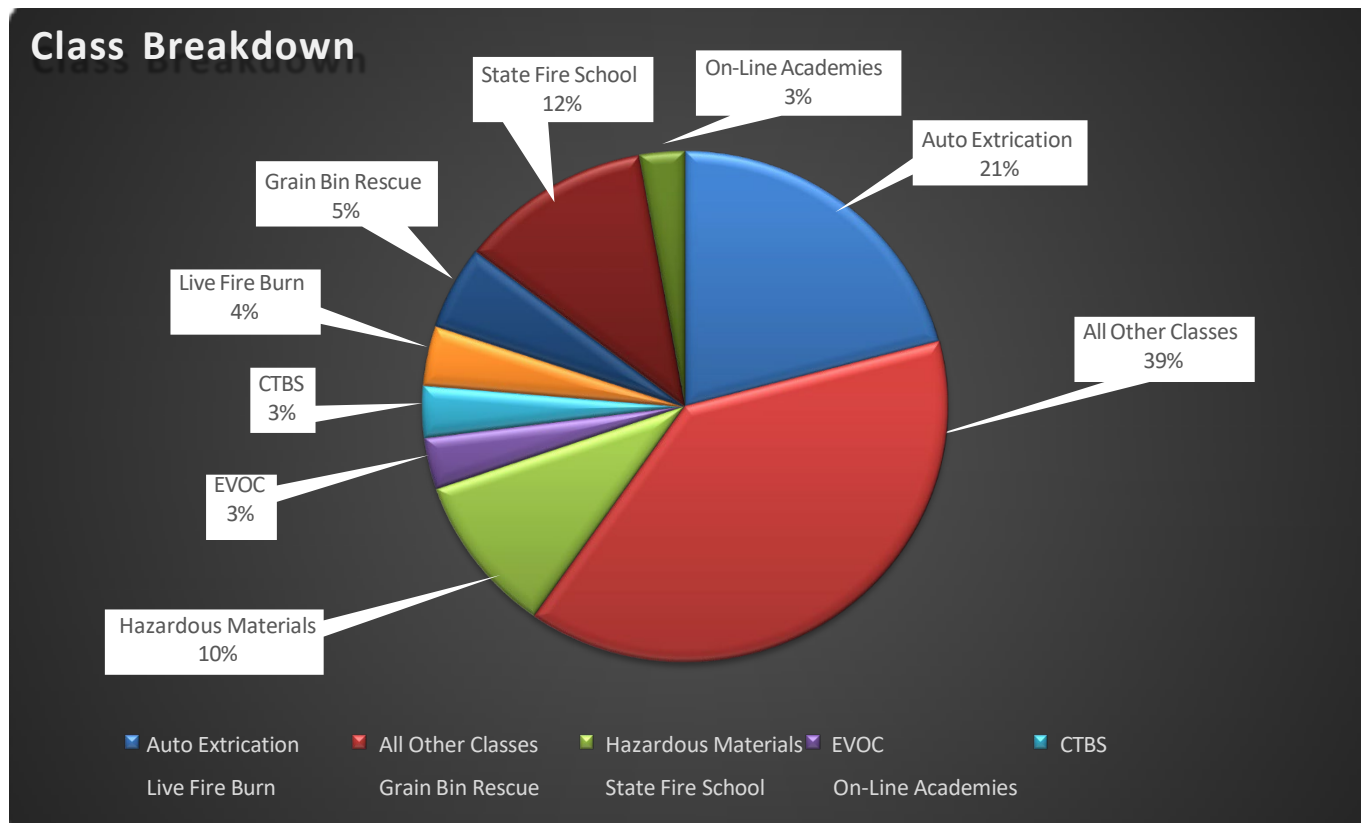
Due to the pandemic and supply issues across the nation, the NDFA did not receive an AFG grant in 2021.



Training Director's Report

TRAINING:

NDFA taught a total of 444 classes in 2021 with 6,881 students receiving training. NDFA continues to develop trainings relevant to its members. Contact the NDFA office for more information.



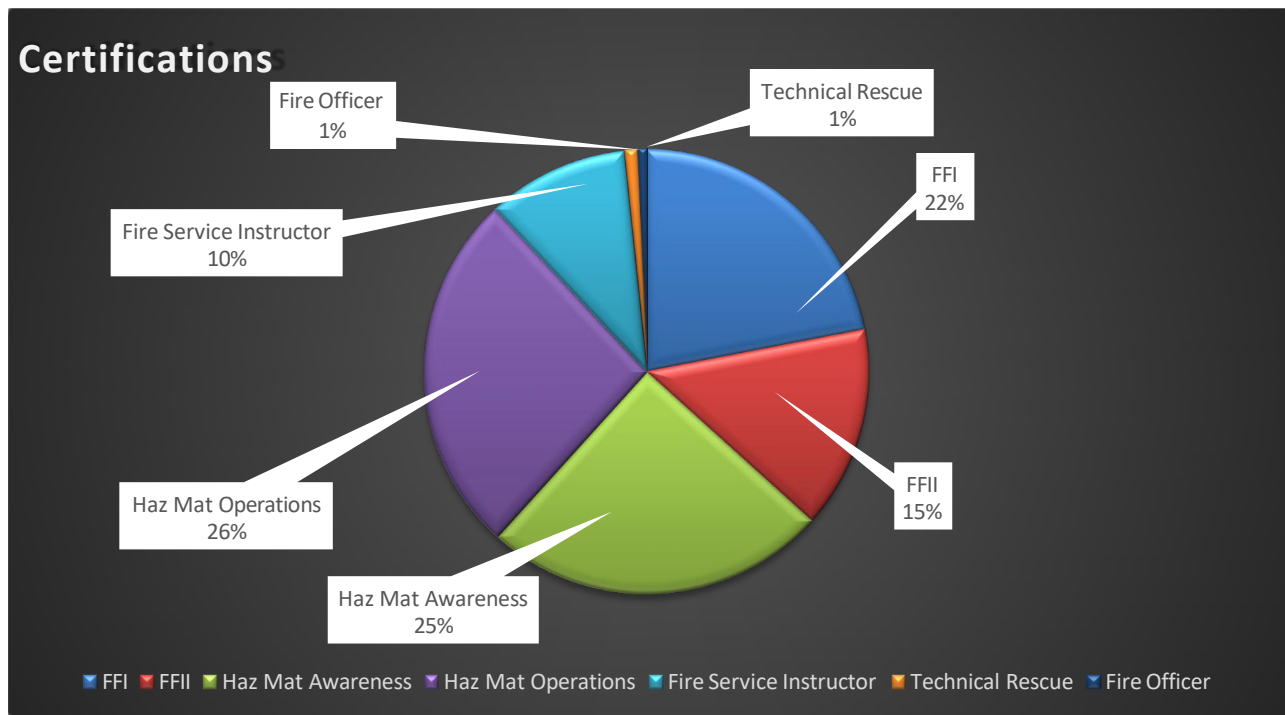
NATIONAL FIRE ACADEMY COURSES:

Each fiscal year the NDFA receives nine (9) two day off-campus courses free of charge from the National Fire Academy. Four (4) were held in 2021 with a total of 97 students attending.

Decision Making for Initial Company Operations	23 - 24 Jan 2021	17
Incident Command System & Resource Management for the Fire Service	20 - 21 Feb 2021	30
Incident Safety Officer	06 - 07 Feb 2021	27
Strategy & Tactics for Initial Company Operations (STICO) - 16hr	09 - 10 Jan 2021	23
Total Students		97

CERTIFICATION:

The approved curriculum used for firefighter certification meets the most current NFPA standards. The North Dakota Firefighter's Association is accredited by the National Board on Fire Service Professional Qualifications, also known as the Pro Board®. NDFA administered certification to 428 candidates in 2021.



The above information is respectfully submitted to the North Dakota Firefighter's Association by:

Robert Knuth, Training Director
North Dakota Firefighter's Association