



Photo by FF Derek Authier

SPRING LAKE PARK/BLAINE/MOUNDS VIEW FIRE DEPARTMENT

Board of Directors

MESSAGE FROM THE CHIEF

The Board of Directors for the Spring Lake Park-Blaine-Mounds View Fire Department (SBMFD) is currently seeking citizens to fill an open position on the Board. The Board of Directors plays a vital role, not only in fiscal oversight of the SBMFD, but also in approval of operational changes, corporate policies and personnel issues. The Board of Directors operates within the scope and authority granted to it as outlined within the corporate by-laws.

New Board Members should be prepared to become part of a dynamic team. A team that is cohesive in its decision-making, diverse in life experience and respectful of individual input. The Board of Directors, the CEO/Fire Chief and SBMFD staff work together to further the organizational goals and objectives, while maintaining a unique service model and ensuring corporate fiscal health.

The Board of Directors consists of seven directors: three from the City of Blaine, one from the City of Spring Lake Park, one from the City of Mounds View and two from the active membership of the SBMFD.

The SBMFD is a high performing organization, taking pride in the service provided to our three communities. We possess an innovative history, unique service model and provide exceptional service at the one of lowest per capita rates in Minnesota. These factors ensure an operational approach that continually maintains a proper balance between efficiency and effectiveness. Our personnel are intensely dedicated to service and form the foundation of our organization. They are the most valuable of assets.

The SBMFD is fortunate to provide service for one of the fastest growing fire districts in the State of Minnesota and the largest city in Anoka County. The Board of Directors plays a significant role in shaping the future of the SBMFD and the service provided to all stakeholders.

Thank you for your interest in the SBMFD Board of Directors and the desire to become part of a unique team making a difference in the community!

Charles V. Smith IV
Fire Chief



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Our mission, vision and values guide our organization. Our mission is the reason our organization exists: our purpose. Our vision is where we want to be: our future. Our values are the guiding principles we follow each day and provide the foundation for attaining our vision.

OUR MISSION

The Spring Lake Park-Blaine-Mounds View Fire Department will preserve life and property by providing exceptional fire prevention, innovative public education and effective all hazard emergency response, ensuring unparalleled customer service.

OUR VISION

The Spring Lake Park-Blaine-Mounds View Fire Department will be an industry leader in fire prevention, all hazard emergency mitigation and customer service by possessing an innovative spirit; exhibiting steadfast dedication to the wellbeing of our personnel and the communities we serve; exercising competent and caring leadership at all levels; championing collaboration and embracing continual organizational change.

OUR VALUES

The Spring Lake Park-Blaine-Mounds View Fire Department is a high performing and dynamic organization, which exceeds expectations of all our stakeholders. Our personnel are dedicated to providing innovative and exceptional services, now and in the future. To achieve our vision, we accept that we must:

- Provide industry leading fire prevention and all hazard emergency response through continuous program development, implementation of industry best practices, use of innovating technology and integration of emerging methodology.
- Create high performance personnel through intensive training, professional development, mentorship and altruistic leadership.
- Provide an agile, effective and efficient force by ensuring personnel possess state of the art equipment, employ sound tactics and strategy, and utilize efficient and effective resource management.
- Provide the highest level of customer service with integrity, pride and commitment, which exceeds the expectations of all external and internal stakeholders.
- Grow our business, capitalizing on new opportunities by leveraging our organizational strengths, resources and our personnel's knowledge, skills and abilities.
- Maintain our unique service model; ensuring stakeholders receive exceptional service while striving for equity between efficiency and effectiveness.
- Create an organizational culture that is built upon integrity, selfless dedication to service, honesty and extraordinary excellence.
- Engage in collaborative teamwork at all levels to ensure the success of our programs as well as those of our response partners.

ABOUT US

Residents incorporated the Spring Lake Fire Department on January 17, 1944 as a non-profit corporation, starting with two pieces of apparatus and twenty volunteer firefighters. The Fire District was quite large at the time and consisted of the current communities of Blaine, Spring Lake Park, Mounds View, Fridley, Arden Hills, Shoreview and Coon Rapids.

Today, the SBMFD is a dynamic, high performing organization, which provides extraordinary all hazard emergency response and innovative community risk reduction services to the communities of Spring Lake Park, Blaine and Mounds View. SBMFD currently serves a permanent population of over 85,000 residents, which is the sixth largest population in Minnesota. The coverage area includes the Anoka County Airport, critical state infrastructure, major regional employers and numerous schools.

The Operations Division provides service through a unique combination-staffing model, which includes full time personnel and volunteers. The SBMFD delivers a very effective service at one of the lowest per capita costs in Minnesota. Current daytime response combines 13 full-time SBMFD personnel staffing Fire Stations 1 and 3 with 11 full-time City of Blaine employees staffing Fire Station 5. During the evenings and weekends, service is provided by our 55+ volunteer firefighters who respond to their assigned fire stations from home. Many of our full-time personnel continue to serve their communities as volunteer firefighters during the evenings and weekends.

The Community Risk Reduction Division delivers innovative fire prevention and safety programs to our stakeholders in several focus areas. A very dedicated and competent cadre of career and volunteer personnel deliver the programs and are heavily involved in the community. These personnel belong to a diverse number of groups, which include Fire Corps, Educators, Fire Explorers and Suppression. The service they deliver is critical to the safety and wellbeing of our communities. Some of these innovative and crucial programs are; After the Fire Care, Bike Helmet Fittings, Car Seat Clinics, Citizens Academy, First Aid and CPR, Home Safety Surveys, Safety Camp, Senior Safety Fair, School Education and Youth Fire Setter Intervention.

SBMFD QUICK FACTS

Serving the communities of Spring Lake Park, Blaine and Mounds View

Resident Population (2017)

- 85,146
- 33% increase 2000-2017

Predicted Population (2040)

- 106,870
- 67% increase 2000-2040

Service Area

- 40.2 square miles

Population Density (2017)

- 2128 persons/square mile

2018 Budget

- Operations - \$2.6 million
- Capital - \$1.5 million

Fire Stations

- 5

Apparatus

- 6 Engines
- 2 Ladders/Quints
- 1 Tender
- 4 Rescue/Utility
- 1 RIV

Personnel

- 13 Firefighters, Full-Time
- 55+ Firefighters, Volunteer
- 14 Fire Corps, Volunteer
- 8 Educators, Volunteer

2018 Incidents

- Total - 1556
- Structure Fires – 76
- All Fires – 162
- EMS – 219
- Vehicle Accidents - 263

Source: Met Council

WHAT TO EXPECT

The Board of Directors meet six (6) times/year to review policies, financial documents, and the overall administration of the Fire Department as presented by the SBM Fire Chief. The Fire Chief is the Chief Executive Officer of the Department and is the only one who directly reports to the Board.

The Board and the Fire Chief collaboratively prepare annual budgets to present to the three City Councils for approval and inclusion in their respective annual budgets. An engaged and informed Board provides insight and feedback on Departmental matters and serves in an advisory capacity to the Chief for how the Fire Department meets its mission and goals. The primary role of a Board Member is to share input and perspectives at Board Meetings based upon available information and acquired experiences in an on-going effort to maintain the Department as an effective and efficient provider of safety services to the contracted area. Additionally, Board Members should nurture and maintain relations with the entities they represent to bring an added dynamic to Board Meetings and topics.

SBM's greatest asset is its people, specifically the 55+ volunteers who provide life-saving response, service and safety to the area on evenings, weekends and holidays. SBM's 13 full-time staff members are dedicated to support the volunteer crew while providing daytime response to the service area. Without the volunteer base, SBM would be a dramatically different department, especially financially.

Evening Board Meetings start at 5:45pm on Tuesdays. Meetings generally last over two hours. The budget preparation meeting lasts for over three hours. The Daytime Board Meeting with FT staff starts at 11:30am on a Wednesday and takes place in mid-Summer. The length of Board Meetings will hinge upon the preparedness of the attendees. Monthly financial information is shared with the Board. Questions and clarification of each month's financials do not need to await a Board Meeting. The fiduciary duties of the Board are well served with timely financial reviews. Infrequent personnel or legal matters brought before the Board are generally the only topics that need to remain confidential. A closed meeting will be called for specific confidential issues. Agenda items generally include background detail that phone calls, e-mails to the Fire Chief, and internet searches can clarify prior to Board discussions.

The Fire Chief and Board President, or their designees, are the official media spokespersons for the Fire Department and the Board of Directors respectively.

Finally, Board Members are expected to attend every Board Meeting during their term. The entities represented by each Member depend on Board attendance. The Fire Chief provides Board Member annual attendance reports to each of the representative entities.

KNOWLEDGE, SKILLS AND ABILITIES

There are many requirements of a position on the SBMFD Board of Directors, primarily a collaborative spirit and a desire to serve the community. Traditionally, the SBMFD Board of Directors provide fiscal oversight on a quarterly basis and approve annual budget requests before being sent to the member cities. Additionally, the Board discusses and ratifies SBMFD management decisions, mostly policies and items affecting the volunteer group of employees. To accomplish these objectives, the following knowledge, skills, and abilities are required and/or desired.

Required knowledge, skills and abilities:

- Must be a resident of, or own a business in, the community being represented (Blaine, Spring Lake Park or Mounds View)
- Follow the selection process of the community being represented (e.g., application, Council Appointment, etc.)
- Attend six meetings a year
 - Four quarterly
 - One annual meeting (March)
 - One budget meeting (June)
- Be competent and able to communicate through various forms, specifically electronically via email
- Pass a background check conducted by the SBMFD

Desired knowledge, skills and abilities:

- Possess a basic understanding of corporate/municipal financial procedures
- Be comfortable in operating within a dynamic, fast paced and collaborative environment
- Corporate or Municipal leadership experience
- Accounting experience
- Experience leading organizational change
- Altruism

Additional information:

- Directors are appointed for a three year term and may be appointed for a second consecutive term of three years
- Directors receive an annual stipend from the SBMFD
- Directors are required to publically disclose any conflicts of interest, with the SBMFD, at the initial board meeting. If an issue should arise during a Member's term, they shall disclose it at the next available Board Meeting.

For more information, please contact:

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