



TO: Mayor Thomas Ross
Members of the City Council

FROM: Kelli Kronschnabel, Fire Chief

DATE: January 31, 2024

SUBJECT: MINOT AIR FORCE BASE MUTUAL AID AGREEMENT

I. RECOMMENDED ACTION

Recommend council to authorize the Mayor to sign the Minot Air Force Base Fire Department Mutual Aid Agreement with the Minot Fire Department.

II. DEPARTMENT CONTACT PERSONS

Kelli Kronschnabel, Fire Chief 857-4740

III. DESCRIPTION

A. Background

This document being updated due to the USAFB moving toward a standardized format with their mutual aid agreements. This agreement will enter the Minot Fire Department as written in the document to be requested by the Minot Air Force Base Fire Department to assist in the event of a larger emergency. This defines roles, responsibilities and expectations as responding to the Minot Air Force Base.

B. Proposed Project

Agencies work diligently to prepare for the emergencies that occur within our jurisdictions but at times, we need to ask for assistance from other departments for additional resources. This MOU will afford the Minot Air Force Base Fire Department to call upon the Minot Fire Department for that assistance.

C. Consultant Selection

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IV. IMPACT:

D. Strategic Impact:

This mutual aid agreement will allow the Minot Air Force Base Fire Department to meet the needs of the personnel working and living at the Minot Air Force Base in the event of a large emergency that is outside of the normal scope of preparedness.

B. Service/Delivery Impact:

This mutual aid agreement will allow additional resources to be called upon in the event of a large emergency that is beyond the capabilities of the Minot Air Force Base Fire Department to handle independently.

C. Fiscal Impact:

V. CITY COUNCIL ASPIRATIONS

The Council aspiration met would be resilient and prepared.

VI. ALTERNATIVES

The Council could deny the request. The Minot Fire Department has current agreements with the Mouse River Firefighters Association, the Grand Forks Fire Department, Bismarck Fire Department, and Minot Rural Fire Department.

VII. TIME CONSTRAINTS

Council's approval of the recommendation will allow for the Minot Fire Department to have an effective Mutual Aid agreement with the Minot Air Force Base Fire Department.

VIII. LIST OF ATTACHMENTS

A. Mutual Aid Agreement