

Louisiana Fire and Emergency Training Commission Meeting Minutes

Date: December 19, 2023

Time: 10:00 AM

Location: FETA, 6868 Nicholson Dr., Baton Rouge, LA 70820

Call to Order by Chad Major

Pledge and Prayer

Roll Call

<u>COMMISSION MEMBER</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>ZOOM</u>
Bryan Adams	X		
Butch Browning	X		
Brandon Davis	X		
Russell Di Salvo	X		
Stephen Guidroz	X		
Ken Himel	X		
Matt Lee	X		
Brian Lindberg	X		
Chad Major	X		
Louis Romero	X		
Dan Wallis	X		

Chad Major addressed the audience and clarified that the ongoing LSP investigation would not be discussed.

Superintendents Report - Chief Shoultz (interim):

- Over the past nine weeks, we have implemented adjustments to ensure stabilization. Team members may have been put in positions that they were not prepared for. A solution has been identified for training. The National Fire Academy open enrollment began December 15, and 2/3 of FETA staff have applied for classes.
- Efforts are underway to implement a global release of Acadis to focus on other areas, not only certification. A project management team of seven people from all areas of the State Fire Marshal's Office has been identified to support this initiative, with scheduling expected within 45 days.
- Superintendent update: Thirteen candidates have applied to date. Chief Browning requested that the application period remain open since he was notified on Saturday. Chad Major suggested the application period remain open for another two weeks.
- Business units have been restructured to prioritize mandates that only the Fire Academy can provide, the primary being certification. The priority is to make sure that certifications are addressed in an expedient manner.

Training Report - Chief Ronald Martin stated that there was nothing specific to add.

- Chief Shoultz introduced Ronald Martin as the acting Operations Chief at FETA.

Municipal Report

- Louis Romero asked where we are with the dorms following the complaints from previous recruits. Chief Wallis stated that we would reevaluate the dorms and look for a temporary solution since the cost was more than expected, and there were plans to relocate.
- Dustin Kleinpeter confirmed that the A/C was fixed in the dorms.

Technical Rescue Report - Chief Martin

- Chad Major requested that the reports be given for the audience.
- Chief Martin gave the November report with student and class numbers, meeting information, and vetted instructors. WAEs performed inventory and assessment of extrication equipment for upcoming classes.
- Questions regarding vetting processes and changes were addressed, with assurance to the NFPA standards. Steve Billman advised that the standards changed for the Technical Rescue program, which is why changes were implemented.
- The board asked if there was a reevaluation for evaluators. Steve Billman responded that there is not one currently, but if NFPA changes their procedures, there would be a reevaluation to maintain compliance. Discussion continued about evaluations, high-hazard programs, and the process. The board was advised that the entire policy manual is under review.
- Ken Himel asked how do we know if we are compliant with IFSAC and ProBoard. Steve Billman responded that IFSAC and ProBoard reference NFPA standards. When asked for supporting documentation of this, Chief Shoultz advised that he would get an answer to the board by the next meeting.

Industrial Report - Chief Edwards

- Brian Lindberg asked if we subcontracted IES. Chief Shoultz responded that they are not subcontracted. They were allowed to do a site assessment for any safety issues.
- Chief Browning and Ken Himel were asking to see a breakdown of the last two years' worth of proceeds (profit/loss) to compare FETI to FETA.
- After both board and audience members asked about the number of instructors out in the field to handle the training for all of the departments, Chief Shoultz stated he submitted an Org chart to Chief Adams addressing the regional instructors and the restructuring of them.
- Chief Shoultz discussed NFA Wildfire classes being held throughout the state.
- The board asked to see a report of where the money that comes into FETA is being spent. Chief Wallis said that he would work with Katie Elliott to get a reader-friendly financial report.
- Chief Shoultz gave a brief report about all of the virtual classes that we are hosting at FETA.
- Chief Shoultz presented information about a 3-year strategic plan that is in its infancy for the modernization of the Fire Academy. The board advised that they have been asking for this and would like it to be put out for the fire service. Chief Shoultz advised that this report is a draft that did not exist a few weeks ago, and the plan is being developed. Other discussion followed.
- Tracey Ramirez asked a question from the Zoom chat, "Could we get the reports out to the departments?" Discussion followed. The best way to push the reports out is through the Commission Members, L Chiefs, and ESF4.

- Chad Major asked about two different classes that were given in Industry; it was the same class and number of students but with two different invoice amounts. Chief Shoultz informed him that it would be because of the difference in consumables.

Certification Report – Chief Martin

- Computer testing has been in the process of moving to Acadis, and a projected end date for paper testing is December 20, 2023. The proctors are being trained on the use of the tablets for computer testing.
- The analytics from the tests are being distributed to the instructors for ongoing class improvement.
- Pass and fail rates were provided, along with queries on regional instructors and staff counts. Chief Shoultz referenced the implementation of the new organization chart that would be introduced. The org chart presented for approval has a manager for each area. The proposal has sixteen regional instructors listed compared to the previous eight. The board requested a copy of the current org chart.
- Plans for additional instructors and WAEs were discussed. Chief Shoultz stated that there are 21 WAEs currently in the hiring process.
- The audience asked about the vetting processes for quality WAE instructors. Discussion followed. Chief Shoultz recommends following the NFA qualifying process.
- A request was made for FETA representatives to attend fire service meetings throughout the state.
- An audience member asked why such an extensive background check is required. State Fire Marshal employees fall under DPS and the background requirements. Chief Shoultz is working with State Police to conduct our own background checks to eliminate the delay in the hiring process but is waiting on approval. Chief Adams discussed this with the Governor-elect and will speak with the new Colonel.
- Chief Adams also stated that a new director for Pine Country would be named later today. Other discussion followed.

Revenue Report - Chief Elliott

- Chad Major mentioned that the board would like a comparison report to compare last year to this year.
- Brian Lindberg asked about the update on the MOU for Pine Country. Chief Wallis stated that it was done about two weeks ago; Chief Shoultz added in that there was a glitch in the system when it came to the receiving institution.

Medical Report - Chief Shoultz

- EMT and Advanced EMT classes are ongoing. An online EMR class will begin in January.

Old Business

- Louis Romero asked if the floors were replaced in the dorm. Dustin Kleinpeter stated that the floors were replaced recently, and the same thing is happening again in the bathroom shower area. This has been an ongoing problem. Chief Shoultz commented that there are significant flooding issues that they face in regard to the dorm and other areas of campus that affect some props.

New Business

- Chief Wallis thanked everyone and announced that this would be his last meeting unless directed otherwise.
- Ken Himel asked for a list of classes that must be taught by FETA. Chief Edwards answered the question on Zoom and advised that they are listed on the FETA website under certifications. They are Rope Rescue, Fire Officer IV, Live Fire Instructor, and Live Fire Instructor in Charge. Ken Himel asked if it was still possible to open challenge tests. Chief Shoultz advised that yes, we are a challenge state.
- Ken Himel represents the Fire Chiefs Association and, on behalf of the fire service, is asking for a written plan from FETA listing goals, objectives, benchmarks, and tasks that are evaluated over a 30, 60, and 90-day period. The motion was put in place by Chad Major and all of the members agreed. Chief Shoultz advised that the strategic plan draft will address the requests.
- Chief Adams stated that he has put together a transition team with all three of the presidents from the three organizations.
- The next meeting will be on January 23, 2024, at 10:00 AM at FETA.

Chairman Report – Chad Major

- We asked for FETA and have been through changes in directors. Given more time and good communication, we will get this right.

The motion to adjourn was made by Chad Major and approved by the members.

Approved on: 4-25-24

Signature: 