

Louisiana Fire & Emergency Training Academy

Commission Meeting Minutes

Date: September 26, 2024

Time: 10:00 AM

Location: FETA, 6868 Nicholson Drive, Baton Rouge, LA 70820

1. Call to Order/Roll Call - 10:05 AM

<u>COMMISSION MEMBER</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>ZOOM</u>
Bryan Adams	x		
Michael Kimble	x		
Brandon Davis		x	
Russell Di Salvo	x		
Stephen Guidroz	x		
Ken Himel		x	
Matt Lee		x	
Chad Major		x	
Cassidy Martin	x		
Tracey Normand	x		
Louis Romero			x

2. Meeting Prayer and Pledge

3. Chief Adams requested the agenda be amended to move the Municipal/Regional report next since Dustin Kleinpeter will be leaving early with no objection.

Municipal/Regional Training: Chief Kleinpeter gave the report. The Southern region had 85 classes with a total of 1,038 students. The Northern region had 44 classes with a total of 532 students. Chief Kleinpeter reported that Chief Ogden has joined FETA again and has some great things planned. Live Fire Instructor and Live Fire Instructor in Charge are highly sought-after classes. The Recruit Academy staff taught the class with a 100% pass rate with 13 students. The KFT prop PO went through, and they will be doing the final repairs in mid-October and, by November, have the prop ready to be put in the regions.

4. **Adopt Meeting Minutes from August 22, 2024.** The minutes from last month's meeting were adopted with no objections.

5. Administrative Report:

- a. **Superintendent:** Chief Martin gave the report for Chief Woody since he is representing us at the National Association of Fire Training Directors this week. Chief Martin recited FETA's new mission statement again, "The mission of the LA Fire and Emergency Training Academy is to train, certify, and support emergency responder to safely perform basic and advanced skills through the delivery of high quality, relevant and accredited training curriculum developed to meet the needs of ever-changing fire, rescue, and emergency medical industries." We continue to diligently

engage fire and emergency services personnel and attend meetings. Testing validation will begin soon for Fundamentals 5, which FETA will be moving to in January 2025. The high school program that we are offering is also gaining in popularity. The 2025 schedule for classes at the Baton Rouge campus, Pine Country campus, and regionally is also in the works. Chief Adams commented that Chief Martin will be leaving us at the end of next week for a position in Del Ray Beach Florida as their Fire Chief and Emergency Operations Director. His efforts and work was greatly appreciated here in Louisiana and at the Academy.

- b. **Academy Operations:** No report was given.
- c. **Municipal/Regional Training:** Reported at the beginning of the meeting.
- d. **Recruit Academy:** Chief Kleinpeter gave the report. Class 187 has 16 recruits. They just finished week 3 and passed the EMR portion. Next week they begin Hazmat Awareness and Operations.
- e. **Technical Training:** Chief Kleinpeter gave the report. We had 2 Confined Space refresher courses. One class had 40 students and the other had 25 students.
- f. **EMS Training:** Chief Martin gave the report in the absence of Blance. We conducted 2 EMR classes for plants. Fall EMT class has started and we have had numerous CPR classes. September is full of a variety of different classes being offered.
- g. **Virtual Training:** Nothing reported.
- h. **Industrial Training:** Chief Stone gave the report. August was slow and hot; we had a few classes that totaled 69 students, and we attended 6 off-site meetings. Ricky Gary and his team have been performing maintenance on the props and completing other industrial tasks to prepare for the fall schedule starting in September. This month alone, 11 quotes totaling \$945,250 and \$20,200 for another class have been sent out today. Chief Stone mentioned having a meeting with Katie Elliott and Chief Woody to discuss the pricing of their classes. Last-minute cancelations are victimizing us, and we would like to add a clause that states that a certain amount will not be reimbursed for cancellation. Chief Adams mentioned that he approved, but would need to be careful not to set it too high.
- i. **Certification and Testing:** Chief Martin gave the report for Steve. Last month, we administered 563 examinations with an average passing score of 80 and an average failing score of 63. This gave us an overall pass rate of 69.3%. They did notice three tests that stood out to them and they could have contributed to the score. The Driver Operator had a 50% pass rate due to only two people taking the test; one was not successful. Incident Safety Officer: We issued 29 of these examinations, and only 17 were successful, giving us a pass rate of 58.6%. Inspector I had 5 examinations, and only 1 person passed, giving us a 20% pass rate. Our weekly performance pass rates have been climbing. Last week our pass rate was above 80%. Open challenge testing is ending in January 2025, so people are studying more to pass the test. Internal testing and development of the skills test are currently in progress. Once the beta testing for this is done, it will streamline the process for our evaluators. Currently, we are re-painting the Certification office. We are continuing to work on our compliance so that we are prepared for the IFSAC visit in March. We have implemented a new internal communication system where everyone gets the

same information when there is a customer service need. A new voicemail system has been implemented that leaves an email about the voicemail to a centralized email address. Chief Martin advised that the best way to make sure we are keeping track of all calls and needs is to have everyone call the Certifications number and not Steve's cell phone.

j. **Financial Report:** Katie Elliott gave the financial report.

Total Revenue for August: \$277,432

Municipal Income: \$25,923 | Fiscal Year-to-Date: \$32,247

Certification Income: \$13,765 | Fiscal Year-to-Date: \$30,675

Industrial Income: \$237,744 | Fiscal Year-to-Date: \$609,516

Total Fiscal Year Income: \$672,438

6. **Commission Chairman Report:** Chief Adams wanted to comment on the road trips that he has been on across the state and the success of this program. He commented that he was going around and bringing back good people that were lost over time, with Chief Ogden being one of them. Last week Chief Adams met with the Technical College System in Minden. The campus wants to navigate 4 or 5 parishes of the High School FF program for FETA. It will be held at their campus in their classrooms, but we will send our Instructors to them. After meeting with the Director of the Technical College System, Chief Adams stated that we would be part of the 2-year college system after we get them the information they need. Chief Adams met with Tulane University, and they will put together an accredited program for firefighters who decide to get a degree. They have already committed to giving LA First Responders a 20% discount on tuition.

7. **Old Business:** Nothing reported.

8. **New Business:** Chief Adams asked the audience members if they had any questions and the only responses were that the issues they had were already addressed by staff members. Chief Martin gave his sincere thanks to everyone and gave a statement about the compassionate approach from the fire service to his community on one of the worst days of his professional career. This led to his desire to work for us.

Chief Ogden emphasized the need to realign operations in Pine Country. Industrial clients are eager to return for training in 2025, and local fire departments have already scheduled classes. They are working on road improvements to the facility, and there's a possibility of donated props after discussions with Chief Williams.

Chief Adams announced that Thomas Townsend will be returning to FETA to lead our rescue program and is happy to have been able to bring him back to FETA.

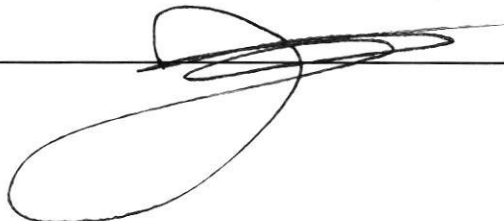
9. **Next Meeting Date:** October 24, 2024 at FETA

10. **Adjournment:** A motion was made to adjourn with no opposition at 10:36 AM.

Approved on: _____

10/24/24

Signature: _____

A large, stylized handwritten signature in black ink, written over a horizontal line.