

# Louisiana Fire & Emergency Training Academy

## Commission Meeting Minutes

**Date:** November 21, 2024

**Time:** 10:00 AM

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

### 1. Call to Order/Roll Call: 10:12 AM

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

### 2. Meeting Prayer and Pledge

3. **Minutes:** The minutes from the October 24, 2024, meeting were adopted with no objections.

### 4. Administrative Report:

- a. **Superintendent:** Chief Woody gave the report. Since the announcement of changes to the Recruit Academy, FETA has received numerous phone calls about the program. FETA plans to come up with ways to accommodate everyone. The schedule for 2025 is still being finalized. A concern was raised regarding the challenges of using tablets for testing. In response, 225 laptops were purchased and have since arrived. Once they are cleared by the Office of Technology Services, they will be deployed for testing purposes. Mini schools return in 2025, beginning at Pine Country. The grant-approved burn building will go to bid once the specifications are finalized. Chief Woody introduced Christen Vaughan, who will be working in Certification to assist with testing and the IFSAC and Pro Board requirements. In response to a question about hiring someone over Certification, Chief Woody confirmed that the current staff would continue to handle these responsibilities. Chief Adams stated that we plan to maximize the talent from within the organization.
- b. **Municipal/Regional Training:** Chief Kleinpeter reported that the Northern region had 61 classes with 782 students. The Southern region had 61 classes with 714 students. All staff have been trained on the Flashover prop. The prop will be stationed in the Northern region until March

2025. After March, it will be available in the Southern region. KFT Train the Trainer will be completed for the Southern Instructors on the 26<sup>th</sup> of this month, the Northern part of the state will train on a different day. This prop will be ready to go out in the field starting in January. A question was raised about the cost of the Flashover prop, to which Chief Woody clarified that it would be provided free of charge to our clients.

- c. **Recruit Academy:** Chief Kleinpeter shared that the Academy is in the 10<sup>th</sup> week. They completed the 40-hour extrication, search and rescue, and survival training. We are happy to announce a 100% pass rate for Firefighter I and II. The class is tied for the highest GPA ever for the Recruit Academy. Graduation will take place on December 13 at 10:00 AM here at FETA.
- d. **Technical Training:** Chief Kleinpeter stated Thomas Townsend has returned as the manager. He has been actively engaging with clients and conducting site visits to regional facilities. Additionally, he has been helping with instructor development.
- e. **EMS Training:** Blance Bankston reported that they would wrap up class in December. He visited the Pine Country campus to check on the ability to host EMS classes. He is now working on getting an instructor up there to teach EMS classes at Pine Country. FETA is exploring the possibility of an online Paramedic program. FETA is also trying to get a contract with Ochsner so that the AEMT students could be in the emergency room for training. In 2025, we will start the EMT program at the beginning of the Recruit Academy, along with the three usual EMT classes.
- f. **Industrial Training:** Chief Stone reported that, in September, they had 20 classes with 242 students. Fourteen were Fire Brigade Refresher classes, three for Hazmat Tech, and three Hazmat Tech Refreshers. FETA has attended five offsite Industrial meetings. We had a Fire Extinguisher Service and Maintenance class this month with 51 students. FETA will be a part of the BRAHMAS school and teach a "Trench Rescue Awareness" class in March. FETA continues to improve the quoting system, including locking Industry into the quote and schedule since we still face no-shows. The first 3 months of the 2025 year are already booked, and some Industries are already booked into 2026.

Chief Adams inquired about the plan to generate new business. Chief Stone explained that FETA is attracting industries from across the US. Chief Adams suggested dedicating a few days a week to going out and meeting clients. We have not advertised, but Chief Woody stated that he has looked into an advertising company to help with promoting our industrial program, and that we are looking into having some industrial classes at Pine Country as well.

- g. **Pine Country:** Chief Ogden noted that a lot of work being done on the campus. In October, a Live Fire Instructor and a Live Fire Instructor-in-Charge class were held, with 27 students participating and achieving a 100% pass rate. In December, we will have a Rope Rescue Awareness and Rope Rescue Operations class. Since we will have recruits come from Alexandria FD, we will use this as a test run to see how the facility can handle having recruits full-time. The Flashover prop is up and running and has been to several different fire departments. The 3-story propane prop repairs are planned to be completed by the end of the year. There are bids in to get a 100 x 100 concrete pad for props to include a Railcar. Mini-school is scheduled for the end of January. We are looking to find a good team to run the Recruit Academy at Pine Country. We are exploring the development of a Farm Medic class, which would focus on a wide range of machinery, as well as

establishing a comprehensive EMS program. Additionally, Pine Country entered into a perpetual Memorandum of Understanding (MOU) for the campus.

- h. **Certification and Testing:** Chief Kleinpeter was excited to state that the streamlining process and results have improved within the department. We currently have 8,714 active users within Acadis, which is 87% of the projected number. We administered 5,170 exams while observing 4,332 skills exams and 60 exam sessions in September. FETA's benchmark goal was only 30; the number has doubled. The total exam average pass rate was 71%. Challenged exams had a 64% pass rate, whereas the managed training had a pass rate of 81.6%. Acadis is currently here this week to help the staff streamline processes and get a better understanding of the system. Chief Kleinpeter explained to the Commission a few of the new processes that will be seen in Acadis since going through this training. FETA is currently on-site and uploading the new test banks for NFPA 1010 and 470. Chief Woody added that the processing timeframe from taking a test to getting the certificate is about 2-weeks.

- i. **Financial Report:** Katie Elliott gave the financial report.

Total Revenue for September: \$195,862

- Municipal Income: \$18,539 | Fiscal Year-to-Date: \$88,695
- Certification Income: \$12,884 | Fiscal Year-to-Date: \$51,744
- Industrial Income: \$164,438 | Fiscal Year-to-Date: \$840,804

Total Fiscal Year Income: \$981,245

5. **Commission Chairman Report:** Nothing was reported

6. **Old Business:** Nothing was reported

7. **New Business:** The Commission asked about the previous complaints that FETA faced with not answering the phones. Chief Woody stated that FETA has focused on getting a list of all the complaints that people have had with the facility and started correcting those issues. One of the complaints was the lack of phones being answered. FETA has double-checked the phone system and made corrections as needed to numbers and extensions. This also includes holding people accountable for not answering and returning calls. The Commission requested the sheet that contains all of the curriculum and results.

- a. Deputy Chief Carpenter addressed the board regarding the success of the High School Firefighter program in Ascension Parish. He shared that the program is thriving, with students performing well, and noted that it was recently featured on the news.

8. **Next Meeting Date:** December 19, 2024, at FETA

9. **Adjournment:** A motion to adjourn was made with no opposition at 11:30 AM.

Approved on: \_\_\_\_\_

12-19-24

Signature: \_\_\_\_\_

