

## Louisiana Fire & Emergency Training Academy Commission Meeting Minutes

**Date:** October 28, 2025

**Time:** 3:00 PM

**Location:** Baton Rouge Marriott – 5500 Hilton Ave, Baton Rouge, LA

**1. Call to Order / Roll Call: 3:00 PM**

<u>COMMISSION MEMBER</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>REMOTE</u>
Bryan Adams	✓		
Brandon Davis		✓	
Russell Di Salvo	✓		
Stephen Guidroz	✓		
Ken Himel		✓	
Michael Kimble	✓		
Hampton Grunewald	✓		
Chad Major	✓		
Cassidy Martin		✓	
Bobby Moore	✓		
Louis Romero	✓		

**2. Meeting Prayer and Pledge**

**3. Minutes:** The minutes from the September 25, 2025, meeting were approved as presented.

**4. Administrative Report:**

**a. Superintendent:** Chief Tracey Normand reported that the Ouachita Parish Mini-School is approaching, the Jefferson Parish Fire Training Center Recruit Academy is underway, and training operations continue to become more streamlined. Additionally, new industrial clients are coming on board as we expand partnerships and advance training development across all areas.

**b. Pine Country / Northern Region:** Chief Dustin Kleinpeter reported for the North. The Ouachita Parish Mini-School is scheduled for November 7–8, 2025. FETA is partnering with Delta College to launch a Vocational Firefighter I Program running January 12 through May 31, 2026. Planning is also underway for a Recruit Academy in the first quarter of 2026. An estimated 53 certification classes are anticipated across Pine Country and the northern region in 2026. In September, the north region conducted 61 classes, training a total of 693 students.

- c. **Baton Rouge / Southern Region:** Chief Dustin Kleinpeter reported that in September, the southern region conducted 119 classes, training a total of 1,403 students utilizing numerous training props. Municipal and certification activities remain ongoing at the Baton Rouge campus and throughout the southern region.
- d. **Recruit Academy:** Chief Dustin Kleinpeter reported that the Recruit Academy remains on schedule, with graduation planned for December 5, 2025, at 10:00 AM. The location is still being finalized due to the large class size. In week 12, recruits have completed a challenging search week and continue to progress as one of the largest classes to date, with 30 students.

Chief Adams welcomed Chief Robertson, who provided an update on the Jefferson Parish Regional Recruit Academy. The academy began a few weeks ago with 35 candidates and will run for 17 weeks, adjusted to account for the upcoming holidays. This program highlights a strong, collaborative partnership that continues to enhance regional training efforts.

- e. **Technical Training:** Chief Kleinpeter reported that staff have remained busy, supporting structural collapse operations with LA Task Force 1 and delivering multiple technical rescue courses. Requests for customized industrial rescue training have also increased. The Trench, Common Passenger, and Heavy Vehicle programs have been completed and are now available at the Awareness, Operations, and Technician levels. Pilot sessions are being planned for each course, and other departments will be invited to familiarize themselves with the material in preparation for delivering the training.
- f. **Certification and Testing:** Chief Kleinpeter reported 11,093 active Acadis users. In September, four Skill Evaluator Workshops were completed. We have 340 active Certified Skill Evaluators (CSEs). For 2025, 739 local agency-managed programs have been entered into the system. In September, a total of 879 exams were administered, with a managed training pass rate of 71.5%. Workshops are being scheduled before the end of the year and will continue throughout 2026 to help departments gain a better understanding of the process.
- g. **EMS Training:** Chief Kleinpeter reported that for September, EMS activities included an OSFM Bleeding Control class, the Fall EMT course, and CPR and EMR training for WR Grace. Field watch activities also continued, with an increased number of classes offered. Upcoming EMS training includes refresher courses, as well as CPR and EMT sessions for Washington Parish Fire District 5.
- h. **Industrial Training:** Chief Normand reported that 20 industrial classes were delivered in September, training 411 students. Courses included Fire Brigade Refreshers (8-, 16-, and 24-hour), HazMat Technician Refreshers, and a Large Tank Emergencies class. The team held ten industrial partnership meetings and released the new Industrial Program pamphlet. Positive feedback was received from Torrance Refinery in California. The ExxonMobil CO<sub>2</sub> Pipeline Prop was brought online with a ribbon-cutting ceremony, and FETA is collaborating with ExxonMobil and Shell on future prop enhancements.

**i. Financial Report:** Katie Elliott presented the financial report.

Total Revenue for September: \$162,656.50

- Municipal Income: \$305.00 | Fiscal Year-to-Date: \$10,660.00
- Certification Income: \$15,170.00 | Fiscal Year-to-Date: \$35,210.00
- Industrial Income: \$147,181.50 | Fiscal Year-to-Date: \$522,555.37

Total Fiscal Year Income: \$568,425.37

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

**6. Old Business:** The Fathom prop project is progressing, with final funding pending approval in Washington in the first quarter of 2026. Chief Adams will coordinate with LSU and our new board member to develop a plan to overcome any obstacles with the placement of the prop.

**7. New Business:** Chief Adams discussed ongoing plans to expand FETA’s regional footprint. The Alexandria Fire Department is expected to receive regional status, which will be on the council agenda next month. The Northshore area will be the next location considered for a regional partnership. This expansion will provide four regional areas in addition to our two main campuses, ensuring that statewide departments are within reasonable driving distance for training.

FETA will host the North American Fire Training Directors Conference at this hotel next September, with Chief Adams coordinating efforts with the Louisiana Fire Chiefs Association and other partners to support the event. Additionally, FETA will host the International Association of Marine Investigators Conference in New Orleans in early 2027, further strengthening national engagement and visibility in the state of Louisiana. Departments not yet utilizing Acadis are encouraged to begin using the system to support statewide training coordination and record management.

**8. Next Meeting:** November 20, 2025, at FETA Pine Country campus.

**9. Adjournment:** The meeting adjourned at 3:25 PM without opposition.

Approved on: \_\_\_\_\_ 1/22/26

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