

**Louisiana Fire & Emergency Training Academy  
Commission Meeting Minutes**

**Date:** April 30, 2026

**Time:** 10:30 AM

**Location:** The Harbor Center – 100 Harbor Center Blvd, Slidell, LA

**1. Call to Order / Roll Call: 10:35 AM**

| <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 March 5, 2026, meeting were approved as presented.

**4. Administrative Report:**

**a. Superintendent:** Chief Tracey Normand moved to the division reports.

**b. Pine Country / Northern Region:** Chief Normand reported that the Northern Region maintained strong training activity throughout February and March, delivering certification courses, rescue training, leadership development, live-fire evolutions, vehicle extrication, hazardous materials awareness, and ARFF training with an emphasis on realistic, scenario-based instruction. Pine Country Campus supported recruit and regional training through partnerships with local departments and the technical college while utilizing multiple hands-on training props.

**c. Baton Rouge / Southern Region:** Chief Normand reported that the Southern Region continued strong training delivery throughout February and March, offering regional classes, certification courses, and hands-on training focused on foundational firefighting skills, operational readiness, and instructor development. Training included fire behavior,

building construction, apparatus driving, extrication, thermal imaging, investigator training, and Officer and Instructor certifications, while utilizing flashover, Class A, and max fire box props to support realistic, scenario-based instruction.

- d. **Recruit Academy:** Chief Normand reported that Class 190 progressed through foundational and applied firefighting training from February through April, including Hazardous Materials Awareness and Operations, firefighter core skills, search and rescue, firefighter survival, fire investigation, live-fire evolutions, Driver/Operator training, and Firefighter I & II certification testing. The class also completed Common Passenger Vehicle Awareness certification training. Graduation for Class 190 is scheduled for May 1, 2026, at the Louisiana State Police Auditorium.
- e. **Technical Training:** Chief Normand reported that the Technical Rescue Division continued delivering specialized rescue training throughout February and March, including rope rescue, confined space rescue, industrial rescue refresher, and common passenger vehicle awareness, operations, and technician courses at FETA Baton Rouge and Hammond. Professional and instructor development training was also conducted.
- f. **Certification and Testing:** Chief Normand reported that the Certification and Testing Division continued to remain highly active throughout February and March, conducting 74 examination sessions in February and 79 in March while Acadis active users increased to 11,815. ProBoard accreditation efforts remain ongoing with a site visit expected in the second quarter of 2026, and over 20 certification levels are currently being updated for IFSAC and ProBoard compliance.
- g. **EMS Training:** Chief Normand reported that the EMS Training Division continued supporting recruit academy, industrial, and field operations while providing EMS training programs throughout February and March. Activities included LUCAS Device training, EMT classes for Kenner and Plaquemine Fire Departments, EMR training for ExxonMobil BRPO, recertification classes, and EMS support for the LIFT Conference and Equipment Show.
- h. **Industrial Training:** Chief Normand reported in February that the Industrial Training Division delivered 16 classes to 262 students, including Fire Brigade Refreshers, an Initial Fire School, and the first 2026 CO<sub>2</sub> Pipeline class. Staff also attended off-site meetings and hosted a facility tour. In March, the division delivered 20 classes to 434 students, including Fire Brigade Refreshers, leadership, Incident Safety Officer, Hazardous Materials, and Initial Fire School courses. FETA also hosted its first Industrial Corporate Fire School and an Industrial Pump Operations class at BRAMAS.
- i. **Financial Report:** Katie Elliott presented the financial report.

Revenue for February: \$119,686.86 | Total Fiscal Year Income: \$1,762,510.45

Revenue for March: \$356,680.06 | Total Fiscal Year Income: \$2,119,190.51

Discussion followed, which included the long-term goal of reaching revenue neutrality while continuing to provide free municipal fire training funded through the fire insurance premium tax.

Chief Adams highlighted the growing partnership with the Louisiana State Police, noting that Class 190 graduation will be held at the State Police Auditorium with the State Police Colonel serving as guest speaker. He also congratulated Chief Steven Guidroz on his appointment as the new Director of Emergency Services for Jefferson Parish.

5. **Commission Chairman Report:** Nothing reported.
6. **Old Business:** Nothing reported.
7. **New Business:** Commissioner Grunewald announced that the transfer of the FETA property and facilities from LSU to the Louisiana Office of State Fire Marshal is nearing completion, with final legal documents expected within approximately 30 days.

Chief Adams announced several major facility improvement projects, including a new three-story burn building expected to be completed by June 1. We received a grant for the burn building, and the Fire Marshal's office funded the foundation. The appropriations bill has a \$5 million cash advancement to the Fire Marshal's office to improve the facility. Improvements are to include dormitory upgrades, infrastructure improvements, classroom renovations, updated AV equipment, and campus modernization efforts. An additional \$5 million is anticipated for the next year as well.

FETA also continues moving forward with plans for the Swift Water Rescue Pool project, funded through grant opportunities, and with continued progress on the 2024 AFG grant for mobile prop.

Regional testing has begun and is held on the second and fourth Wednesdays of each month.

8. **Next Meeting:** The next meeting will be held on May 21, 2026, at FETA BR Campus, 10:00 AM
9. **Adjournment:** The meeting adjourned at 10:58 AM without opposition.

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

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