

July 16, 2020

**Life Safety & Property Protection Education Board Teleconference
Meeting Minutes**

OSFM, 8181 Independence Blvd., Baton Rouge, LA 70806

ATTENDANCE:

BOARD MEMBERS:

Erin St. Pierre - Chairman & Deputy Chief, Office of the State Fire Marshal

David Allen - Security

Richard Booth - Fire Sprinkler

Mace Bourgeois - Fire Extinguishers

Daniel Brown – Fire Suppression

Francois Camenzuli - Elevator Industry

Kirk Caron - Elevator Industry

Blaine Champagne - Locksmith

Kevin Chauvin - Door Hardware

Lee Gillen - Security

Jeffrey Okun - Fire Alarm

Visitors:

Marlene Aucoin – OSFM

Ricky Roubique - OSFM

Paeton Burkett- DPS/SFM Attorney

John Harmon – Independent Elevator Inspections, LLC

Kyle Chambers – Elite CEU

Kirsten Kassem – Elite CEU

Nicki Smith – FED Learning Center

Paul Robinson – Electric Gates & Access Controls Inc.

Sara Surprenant – Accreditation and Certificate Institute

Steve Wilber – Dahua Technology USA, Inc.

Steven Ridout – McDonough Elevators

Absent Board Members:

Dera DeRoche Jolet

CALL TO ORDER

Erin St. Pierre called the meeting to order at 10:23 a.m. at the Louisiana State Fire Marshal's Office meeting being held via Teleconference. Erin St. Pierre stated that there were new Board members and that she would like to introduce everyone at a future date when everyone is together in person. The Pledge of Allegiance was said. There was a roll call of the Board members present on the Teleconference and it was established that there was a quorum. Erin St. Pierre gave all the listeners Marlene Aucoin's email address so they could send an email; in lieu of a sign in page.

AGENDA:

- ❖ **Review/acceptance of minutes from the April 23, 2020 meeting.** The Board members reviewed the minutes. A motion was made by Mace Bourgeois to accept the minutes from April 23, 2020. The motion was seconded by Jeffrey Okun. All were in favor, none opposed. The motion passed unanimously.

- ❖ **Review and Vote on American Fence Association Gate Operator Installer School** as an Initial and Qualifier course for Gate Systems. Sara Surprenant was present and she was representing the American Fence Association and the Accreditation and Certification Institute. Sara stated that the Gate Operator Installer School was accepted by the Board last fall as a CEU. They are requesting a name change for the school to Gate Automation Technician School. The request to make the course an Initial or Qualifier course has been withdrawn. Erin St. Pierre stated that the name change will not require a vote and the name change will go on the record.

- ❖ **Review and Vote on Accreditation and Certification Institute Gate Automation Technician Certification course** to be considered as an Initial, Qualifier, and CEU course for Gate Systems. Mr. Paul Robinson reviewed the test and answers for the LSPP Board. Mr. Paul believes that the test is comprehensive and good. The depth for both test A and B varied which he believes is good. Mr. Paul recommends the use of these test. Kevin Chauvin also reviewed the test and answers. Kevin states that he learned a lot from just the test and answers. Kevin Chauvin recommends the use of the Accreditation and Certification Institute test for technician and qualifier certification. Erin St. Pierre asked Sara Surprenant to clarify the course and content for the Board. Sara explained that the student takes the course through the Gate Automation Technician School and then can take the Accreditation and Certification Institute test to gain their initial and qualifier certification for Gate Systems. The student is not required to go through the Gate Automation Technician School to take the test. Once the student has taken the test and passed they will have met the requirements for initial or qualifier certifications.
 - **A motion was made by Kevin Chauvin to accept the Accreditation and Certification Institute's Gate Automation Technician certification course as an initial certification for Gate Systems. The motion was seconded by**

Mace Bourgeois. All were in favor, none opposed. The motion passed unanimously.

- **A motion was made by Kevin Chauvin to accept the Accreditation and Certification Institute's Gate Automation Technician certification course as a qualifier certification for Gate Systems. The motion was seconded by Kirk Caron. All were in favor, none opposed. The motion passed unanimously.**

❖ **Steven R. Ridout of McDonough Elevators** discussed consideration for minimum certification for temporary or construction conveyance devices. McDonough Elevators is out of Houston, Texas and has been operating in the state of Louisiana for many years. McDonough does business as a rack and pinion elevator manufacturer and installer service provider. The guideline that McDonough follows is the industry standard is the ANSI/ASSE A10.4, 2016 version. Steven Ridout explained that the elevators that McDonough services and rents are not public access elevators. The company currently holds a Specialty Contractor's license in the state of Louisiana that allows the firm to do elevator work on temporary construction elevators. The Specialty License also allows for McDonough to do work on escalators and dumbwaiters. The technicians received apprentices like training for a year or two for a lead technician. The technicians are started in the shop. Once they have reached lead technician or multiple levels of field lead and are running a crew those technicians will have had a minimum of three years' practical experience. The lead technicians average about 2500 hours a year of practical hours.

Erin St. Pierre stated that there will always be something that was not covered with the legislation or certification adopted by the Life Safety and Property Protection Board. Erin explained that McDonough is in a group that only does construction and temporary conveyance devices. This group does fit into the definition of conveyance device adopted by the legislature. The question that is being asked of the Board is, is this group different in regards to their training and what would be required of them? Erin asked to hear from the conveyance device board members on the questions of it being appropriate to have specific training for a group stalling temporary elevators that will not be permanent.

- Kirk Caron stated that if the group of mechanics who install temporary elevators, and are strictly rack and pinion that he could agree on a different certification for this part of the industry. He could not agree on something different for automatic elevators.
- Francois Camenzuli asked Erin St. Pierre to help him understand how temporary or construction elevators are covered in the law. Erin St. Pierre explained that pursuant to the definition of Conveyance Device temporary elevators because of its function it met the definition on something that falls under the Life Safety and Property Protection regulatory authority.
- Erin St. Pierre explained that there would need to be a Conveyance Device subcommittee meeting to discuss the matter of temporary/construction elevators. Erin explained that what would be discussed is if a certain amount of hours, and training if that is even available to this part of the conveyance industry mechanics. Erin asked any interested parties to

contact Marlene Aucoin. She stated that she would welcome the input of John Harmon and any other inspectors on this matter.

- **Kirsten Kassem of Elite CEU** presented Electronic Access Control Installation Certification as an initial course for Special Locking technicians. Kyle Chambers; director of education was also present from Elite CEU. Kirsten explained that the course is a sixteen-hour course (15 hours of coursework with 60 question, one-hour final exam). The course is specific to electronic access controls it is designed for alarm security technicians, sales persons, locksmith managers, and anyone that is in the field of electronic access control. The course is presented online via Elite CEU website. The student is allowed is allowed to take breaks during the course. They are not obligated to take all 15 hours of the course at once. The course is eight modules and includes one hour of Active Shooter module that is not graded. The exam for this course is proctored. The course is designed specifically for an online platform. The exam is done through a company named Proctored Exam. Proctored Exam video tapes the entire exam process.
 - **Erin St. Pierre** questioned “what protocols are in place with Proctor Exam to ensure that the exam taken in the appropriate manner?” Per Kirsten Kassem, the student presents an ID and they must be alone in the room. The video has to be viewable. There is an AI that goes through the video first then a human watches it later. The student gets an automatic failure if there is anyone else present in the room during the exam. The will also fail if written notes are seen in the video.
 - **Erin St. Pierre** requested a volunteer from the Board view the course and report back at the following meeting at which time the course would be voted on. Erin asked Mr. Blaine Champagne if he would review the course since his endorsement was locksmith. Kevin Chauvin and Danny Brown also volunteered to review the course.
- ❖ **Steve Wilber of Dahua Technology USA** presented the Leveraging our surveillance system with video analytics and Low Light Video Solutions to be considered as an CEU courses for CCTV. Both courses are one hour long and are worth 1credit hour.
 - Kevin Chauvin questioned if Dahua Technology was a manufacturer. Steve Wilber confirmed that Dahua Technology is a manufacturer. Kevin stated that it was his understanding that all manufactures CEU training was automatically approved. Erin St. Pierre confirmed that Mr. Kevin Chauvin was correct that since the course was a manufacturer that the course is automatically approved. This does not require a vote.
- ❖ **Nicole Smith of FED Learning Center** presented a series of virtual courses for CEUs’. The courses are already approved by the Board for hands on learning. There is no test associated with the course. There are eight to ten questions on each segment to ensure that the student understands what is being presented. The course is an hour and half. The courses are segmented out into three parts for the CEU virtual courses they are as follows:
 - **Portable Fire Extinguishers Courses** these courses are progressive (the student must take segment one, before two and them two before three) this is monitored all electronically when they register through FED Learning Center.
 - **Foundational Basics** course: reviewing the fundamentals of fire including all the types of fire extinguishers, build extinguishers, the standard codes and enforcement. Product testing, ratings, labeling

and a general overview and effectiveness of fire extinguishers is all included in this segment. A motion was made by Mace Bourgeois to accept FED Learning Center's Portable Fire Extinguisher course – Foundation Basics – Virtual Training course as a CEU for Fire Extinguishers. The motion was seconded by Richard Booth. All were in favor, none opposed.

- **Occupancy Hazards, Selecting and Calculating Coverage** course covers a general overview of recharging hydrostatic pressure testing, condemning fire extinguisher, crisis occupancy hazards, collection of fire extinguishers based on size and hazards. Selecting on specific hazards including pressurized colorable liquid, gas fires, gravity obstacles, and combustible cooking media appliances. The course also covers area containing oxidizers and class B combustible metals. A motion was made by Daniel Brown to accept FED Learning Center's Portable Fire Extinguisher course – Occupancy Hazards, Selecting and Calculating Coverage – Virtual Training course as a CEU for Fire Extinguishers. The motion was seconded by Richard Booth. All were in favor, none opposed.
- **Installation, Inspection & Maintenance** course reviews where the technician is installing extinguishers. The number of extinguishers for code location requirements. The difference between inspection and maintenance. A full maintenance checklist that reviews for pressure extinguishers, CO2 cartridge operated field fire extinguishers. The demonstration by an instructor of a description of condemned extinguishers as well as a breakdown of good extinguishers. The review of optimal fire extinguishers and some noncompliant examples. A motion was made by Mace Bourgeois to accept FED Learning Center's Portable Fire Extinguishers course – Installation, Inspection, & Maintenance – Virtual Training course as a CEU for Fire Extinguishers. The motion was seconded by Daniel Brown. All were in favor, none opposed.
- **The Fire Alarm course** has already been accepted as a classroom course. The virtual course is a three-part series, segmented out. The course is an hour and a half. The Fire Alarm courses are progressive.
 - **Foundational Basics** covers standard testing, enforcement, the history of fire alarm types, components of fire alarms, functionality of a fire alarm channel. It also covers the functionality and type of a drill down into the input devices as well as the output devices. A motion was made by Lee Gillen to accept the FED Learning Center's Fire Alarm course - Foundational Basics – Virtual Training course as a CEU for Fire Alarm. The motion was seconded by Kirk Caron. All were in favor, none opposed.

- **Testing, Maintenance and Inspection** covers testing alarms, code liability and responsibility. It also covers the testing procedures and documentation required. In the inspection section a full inspection checklist covering annual inspections; new account walk-through. The course reviews completing a testing inspection form and review of noncompliant examples. A motion was made by Richard Booth to accept the FED Learning Center's Fire Alarm course – Testing, Maintenance, and Inspection – Virtual Training course as a CEU for Fire Alarm. The motion was seconded by Kevin Chauvin. All were in favor, none opposed.
- **Communications, Circuits, & Pathways** course covers emergency controls, functionalities, and communication systems. The course covers types of circuits, conventional addressable panel wiring. Understanding the design and general placement for input devices specifically smoke detectors, and heat detector. The course covers understanding of design and general placement with audible requirements ambient sound and location. In circuit and power, they review open short circuits and battery calculations for power and fire alarm communication. The course reviews carbon monoxide and the impact of measuring CO and how CO alarms are different with detectors and CO detector placement. A motion was made by Richard Booth to accept the FED Learning Center's Fire Alarm course – Communications, Circuits, & Pathways – Virtual Training Course as a CEU for Fire Alarm. The motion seconded by Daniel Brown. All were in favor, none opposed.
- Finally, virtual training for CEU courses for **Fire Alarm, Fire Alarm (Non-required)** and **Fire Extinguisher**. These courses may be taken independently by any technician that's related in the fire alarm field or fire extinguisher field that wants to expand into E lights.
 - **The sales and marketing** segment is only one-hour long. The course discusses E light's historical perspective. The course discusses what adding the E lights can do for you and your companies profitable opportunities. A motion was made by Mace Bourgeois to accept the FED Learning Center's Fire Alarm, Fire Alarm (Non-Required), and Fire Extinguisher course – Exit & Emergency Lighting: Sales & Marketing – Virtual Training course as a CEU for Fire Alarm, Fire Alarm (Non-Required), and Fire Extinguishers. The motion was seconded by Richard Booth. All were in favor, none opposed.
 - **The Exit & Emergency Lighting:** codes, testing & inspection course is a three hours long with a break in the middle. This is the last course of the segment. The course covers code testing inspections. It also covers the national standards and regulations ICC, NFPA, and OSHA. The components and functionality of E lights, understanding the

different between battery versus light sources. A motion was made by Mace Bourgeois to accept the FED Learning Center's Fire Alarm, Fire Alarm (Non-Required), and Fire Extinguisher course – Exit & Emergency Lighting: codes, testing, and inspections – Virtual Training course as a CEU for Fire Alarm, Fire Alarm (Non-Required), and Fire Extinguishers. The motion was seconded by Daniel Brown. All were in favor, none opposed.

- ❖ **New Business - Erin St. Pierre** requested from Board members to volunteer to help the Conveyance Industry with some of their questions on how to operate under the new Conveyance law since some of the Board members have experienced the same regulatory issues. Daniel Brown volunteered to assist the Conveyance Device industry since he has many years of experience with submitting paperwork to the Office of the State Fire Marshal. Kirk Caron also volunteered to help the Conveyance industry with any education questions.
- ❖ A motion was made by all to adjourn the meeting at 12:00 P.M. All were in favor, none were opposed. The motion was passed unanimously.