

**Louisiana Fire and Emergency Training Commission Meeting  
November Meeting Minutes  
November 14, 2019**

**Commission Members Present:**

Chad Major	Professional Firefighters Association of Louisiana
Ken Himel	Louisiana Fire Chief's Association
Michael Donahue	Chancellor's Designee from LSU
Martin Latino	Louisiana Fire Chief's Association
Butch Browning	State Fire Marshal

**Commission Members Absent:**

Karen St. Germain	Governor's Appointee
Charlie Metcalf	Louisiana State Firemen's Association
Louis Romero	Professional Firefighters Association of Louisiana
Brian Lindberg	Louisiana State Firemen's Association

**In Attendance:**

Loree Ramezan	FETI
Christine Earnheart	FETI
Carey King	FETI
Ken Fowler	FETI
Matt Robertson	Alexandria FD
Kully Griffin	LFPD 3
Brien Boudreaux	Bayoucare FD
Russell DiSalvo, Jr.	LFCA
Mark Treadaway	SFM
Kathe Jones	FETI

**QUORUM PRESENT**

The Louisiana Fire and Emergency Training Commission was called to order by Mr. Chad Major. Invocation was performed. Pledge was performed as well. Mr. Major called the roll and announced that a quorum was present. The meeting began.

Mr. Major entertained a motion to adopt the minutes from the meeting held in September 2019. Motion was made by Mr. Browning to adopt the minutes and Mr. Latino seconded the motion. No discussion was made. No opposition was noted.

**MOTION PASSED.**

**Chief's Report**

Mr. Fowler presented the report. He stated that the extrication class in Winnsboro with the fire apparatus rollover had been completed. They had over 70 individuals in attendance and had received a lot of feedback. One item that had been requested that only the classroom portion be offered. The

plan was to offer another class in the spring at FETI. They had five separate states wanting to send students to them for this class.

There had been one individual to fail Hazmat Ops twice and he had been released from the academy. The chief had asked that they allow the young man to sit through the rest of the academy as an observer. The issue was that they were not set up with the mechanism to do that and allow an observer to be out on the field during skills and drills. The issue had since been resolved. There had been a request to move the Hazmat Ops portion further out than week one in the academy so that if an individual completed several weeks of the academy and only failed a portion then he would not lose all the money and could retake the failed portion only. There were issues with doing that.

Mr. Major felt that they should not “dumb” down the program. He recommended that any individual before coming to the academy should take evaluating tests at the department level before enrolling with FETI. He felt that they should vet employees more carefully. However, he did understand the other side of things as well from the chief’s perspective of losing money. Discussion ensued regarding academic requirements before allowing individuals to enroll and a correct vetting process for prospective recruits.

Mr. Fowler discussed the Jefferson Parish classes. Three different options had been included in the report provided. He did ask for suggestions on handling the number of classes to provide. One of the main themes mentioned was that if the classes were unable to be provided then an explanation should be given.

Mr. Major asked if there were any other questions regarding the chief’s report. None were voiced.

This concluded the presentation of the chief’s report.

**Certification Report**

Ms. Earnheart presented the certification report. She stated that there had been two committee meetings since the commission had met last and there was an open position on the committee for industrial representative. Several applicants were being reviewed and the final three would be invited to the next meeting.

The reciprocity policy had been reviewed at the last meeting. The committee voted to table the discussion for another time. The Officer 3 course was being updated and they were looking to put a class on at FETI for some time in the spring.

They were also on track to roll out new Incident Commander for Hazmat and new Hazmat technician tests. They were planning to get those out in January.

Pro Board had been there in October. They had observed FETI’s processes and interviewed some people including Matt Robertson while there. After their visit, there had been no requirements for change found and they approved FETI for accreditation. IFSAC would be in March.

**Financial Report**

Ms. Ramezan presented the financial report. She stated that the reports for October were in the packets. There were no unusual expenses and the balances did include the renovations that had taken place in Building 2.

Also, she stated that the current operating system that was installed would be going away (end of life) and all computers they currently owned had to be upgraded to Windows 10. 29 computers were able to be upgraded and 46 computers had to be replaced. The cost of that would be around \$42,000.

Mr. Major asked if there were any other questions regarding the financial report. None were voiced.

This concluded the presentation of the financial report.

**Chairman's Report**

Mr. Major presented his report. He stated that he did not have any updates.

This concluded the presentation of the chairman's report.

**Old Business**

No old business was addressed.

This concluded the presentation of old business.

**New Business**

Mr. Major asked if there was any new business to present. No new business was addressed.

The next meeting was scheduled for December 11, 2019.

Motion to adjourn was entertained by Mr. Major. Motion was made by Mr. Browning to adjourn the meeting and Mr. Himel seconded the motion. No objections were voiced.

Meeting was adjourned.

  
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Approved by: Chad Major

12-11-19  
Date: