

**Louisiana Fire and Emergency Training Commission Meeting
Meeting Minutes
November 29th, 2017**

Commission Members Present:

Chad Major	Professional Firefighters Association of Louisiana
Karen St. Germain	Governor's Appointee
Martino Latino	Louisiana Fire Chief's Association
Michael Donahue	Chancellor's Designee from LSU
Louis Romero	Professional Firefighters Association of Louisiana
Brian Castille	Louisiana State Fireman's Association

Commission Members Absent:

James Wood	Louisiana Fire Chief's Association
Charlie Metcalf	Louisiana State Fireman's Association
Butch Browning	State Fire Marshal

In Attendance:

Christine Melancon	FETI
Loree Ramezan	FETI
Byron Johnson	FETI
Brody Miller	St. Martin Fire Department
Keith Bennett	FETI
T.K. Devall	FETI
Wayne Cruse	FETI
James Wells	FETI
J. Christman	Crowley Fire Department

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

Mr. Major stated that he would save his report for last and go right into the certification report. Mr. Donahue agreed and added that he would be meeting with the managers in January and would be preparing a nice training update report for the commission. Mr. Major asked on behalf of everyone when they would be advertising and accepting applications for the new municipal training director position. Mr. Donahue stated that it would be discussed as well at the upcoming January meeting. He felt that by the end of the first quarter they would have an advertisement in and possibly April or May before they could seat someone.

Certification Report

Mr. Byron Johnson presented his report. He stated that there had been a lot of things happening. They had hired Jared Charpentier for the testing coordinator position. He had been with the fire service for 15 years and worked with the local community colleges testing nurses. He also had experience with the testing program being used and was well-versed in the testing process. There were other positions to be filled and they had many applications that were being reviewed.

They had also purchased a new testing program from Scantron because there was no support for the previous testing program they had. They were also working on a solution for their test proctoring which would handle

written testing. Best case scenario was to get a third-party proctoring procedure who would be able to professionally administer a test, box it up and send it back to them. Their hope was that it would not affect the scheduling side and that one policy could be used for the entire test process and timeframe for completion.

The goal also was to maintain the integrity of the testing system so there would not be any gray areas with their accrediting agencies, IFSAC and ProBoard. He also added that during the first quarter of next year there would be a workshop for the evaluators. He did have the 200 name list and would be working that list and getting that organized. Mr. Major asked if there were any other questions. None were voiced. This concluded the presentation of the certification report.

Financial Report

Mr. Donahue presented his report. He stated that there was a copy of the latest balance sheet in their packets. There was nothing glaringly out of place. They were having a better outcome this year because they did not have the rain and flooding issues. The fall numbers were increasing. Mr. Major asked for clarification on being upside down by \$30K. Mr. Donahue explained that we were not upside down due to excess revenue earned by Pine Country. This was for last fiscal year. Mr. Major asked if there were any questions on 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 not much had happened since the last meeting. The next meeting had been scheduled for January 26th and would be held at the FETI equipment show on the campus. Meeting dates for February and March were discussed. February 15th was decided on at 1 pm at the Holiday Inn in Alexandria at the PFFLA conference but March meeting date was not set. He also updated the commission on a bill that they were working on for PTSD victims. If passed, the victims would be allowed to file treatment for this under Workmen's Compensation. Some discussion followed regarding the state laws on trailer and equipment purchases from out of state vendors and manufacturers. It was decided that they would get a new bill drafted that would give them permission to purchase equipment and trailers out of state and get it to Kenny Havard to review. Mr. Major asked if there were any questions. None were voiced. This concluded the presentation of the chairman's report.

Senior Director's Report

No report was presented.

Old Business

No old business was addressed.

New Business

No new business was addressed.

Motion to adjourn was entertained by Mr. Major. Motion was made by Mr. Latino and Mr. Romero seconded the motion. No objections were voiced. Meeting was adjourned.


Approved by: Chad Major


Date: