

Louisiana Fire and Emergency Training Commission

Meeting Minutes

Location: Louisiana Fire and Emergency Training Academy Medical Classroom

Date: May 17th, 2022

Time: 10:00 am

Call to Order (Pledge and Prayer) – 10:06 AM

Roll Call

Present: See attached Sheet

Adopt minutes from last meeting – Louis Romero motion, Russell Di Salvo second, all approved

Chief's Report – Chief Fowler

- See Attached Sheet
- Our numbers are back to 2021 numbers class wise in the regions.
- Feel our weekend school was a success and partnered up with the LSFA. This allowed departments to meet some of their PIAL requirements. Looking to schedule another weekend school in Chief Romero's area around September time frame. Would like to put on 4 to 6 of them a year. We will need at least 6 classrooms as we move this around the state. We will have a concrete schedule by the end of the year for next year.
- Just Finished first RIC Class of 10 to 12 students. We would like to have it offered in the Northern area. Would like to host it again and advertise it better. Will revisit the cost to try and lower it.
- Reading Smoke June 25th will be an 8-hour class and free to the fire service on site starting for 8am.
- Props report working on tying up the last loose ends on the multi-story burn room. That is in the process of being completed but no deadline yet. Live Fire Instructor Class is next week being taught by Alabama Fire College. Once we have the certification, we will get the rest of our instructors through it.
- Rope and Tech rescue we are working through some standard changes and trying to get certified anchor points. Sending Instructors to a refresher class at Prairieville Fire Department in June hosted by an outside company. This will lead to in-house refresher. We aren't offering classes yet as we don't have any certified anchor points on site.
- Question from the audience on how to register for the Smoke Reading Class.
 - Ken Fowler answered: It will be done as any other class. Fill out a registration form and send it in to the email address.
- Louis Romero brought up lower cost of the Recruit Academy.
 - Thomas Stone answered: Working on lowering the cost of the Recruit Academy. Chief Wallis did an analysis early on and the cost was 3200.00 with inflation we would like to adjust the cost to 3800.00 per student in State Municipal Fire

Department rate. The in-state independent rate we would like to lower to 4800.00 and outer state rate to 5800.00. The current rate for an independent is 7000.00. This would equal to about a 700 dollar per student savings for Fire Departments. The contract for Piccadilly runs out July 1st; we are in works to have State Police Cafeteria to feed the recruits. This will offer a better and healthier meal for breakfast and lunch. We would have to pick it up every day, but we feel it is worth it. We still must work out the payment logistics.

Industrial Report – Chief Stone

- See Attached Sheet.
- The numbers are approving and believe it will continue to increase. Feel the numbers will start to decline in July due to summer weather but should pick back up in the fall.
- We have been getting a lot of good feedback from the industrial meetings. They want to come here since it's close to home. A&M cost them a lot of money. We want to bring them back and reach our 4-million-dollar income goal.
- Working on Industrial Expert WAE's for the Industrial classes as this is one of the biggest feedback items from clients.
- Working on clearing out of our drains. Before the rain Friday the big drainage canal was dry. We are going to continue to clear the blockages by the end of the month. We hope this will solve some of the flooding issues of the past. If we can get them all cleared the drainage should improve drastically.
- Visited Pine Country there is a pump that has never been used; we are renting the equipment to move the fire pump on site here to increase our pump capacity and water flow on site. It will go to US Pumps to be serviced first. Getting them a smaller pump that is in the budget. This will be installed on our pond to increase our GPMs needed to hold multiple classes at once. This pump was over kill for what they wanted to accomplish out there.
- EMS been upgrading our contracts to get the students ride along. First class starts June 1st.
- Had a training point of contact meeting and it wasn't as well attend as we would have liked it to be.
- The main compliant we had was getting the props out there. We will start pushing out our 1403 certification to the rest of the instructors so we can get the props on the road after the completion of the Live Fire Instructor Class.
- The next big topic was creating online library access for the departments that may not be able to afford the books.
- Want covid zoom trainings to come back.
- Want us to revisit the class minimal to include for certification tests.
- Looking to restructure our 40-hour classes to better suit some of the volunteer department structures of two evening classes a week till it was completed.
- We discussed trying to get a driver simulator in the next AFG grant process to go out on the road with.
- Was brought up using Mississippi State and Alabama Fire College due to receiving a better instruction.

- Ken Himel asked, "What was the meeting for?"
 - Thomas Stone answered, "It was a training point of contact meeting. We will try to do another one on a weekday."
- Brian Linberg asked, "If we were doing that on site again and if we planned to move it around?"
 - Thomas Stone answered, "We would like to do another one here and see if we get a better turnout, but we are for going out there."
- Russell Di Salvo asked, "How did we get that information?"
 - Chief Stone answered, "Willie sent an email using the Fire Marshal's database and was able to gather 186 contacts."
- Russell Di Salvo stated, "What can the LSFA and LFCA do to help to assist with getting that information?"
- We will start doing certification reports quarterly rather than monthly after a brief discussion on the topic.
- Brian Lindberg asked, "Are there any problems with certification with the transition?"
 - Christine Earnheart answered, "No just manpower limited currently. The main problem is we are just delayed getting stuff out due to the shortages in staff. We have still been just moving full steam ahead. We are on track for the same numbers as the past."
- Brian Lindberg asked for an update on new certifications.
 - Christine Earnheart answered, "Trying to get live fire and the instructor in charge since Alabama is coming in next week. Ken mentioned the rescue series updated. The new addition changes from the Rope 1 and 2 level to an awareness, operations, and tech levels for all rescue courses."
- Brian Lindberg asked, "How long will it take?"
 - Christine Earnheart answered, "Not sure to be honest. We get the test banks from Jones and Bartlett. Trench is ready but working on rope now. Once done the committee will meet to review the test banks. Since we are already accredited for the level, this is an update, so it goes quicker as Live Fire is new there is a lot more work into getting it accredited. Officer IV and Auto extraction is on the schedule."
- Chad Major asked, "What is the solution to getting Christine help?"
 - Christine Earnheart answered, "The legislative bill seems to be the hold up in getting full time help. We had Albert from Hazmat helping since Hazmat was slow and was catching up till, he left. Working on other staff members already here to get some help for the time being. We are held to the numbers that are here by civil service till the legislative bill passes."
- Louis Romero asked, "Money that was in the budget in January from LSU that we are working with did that money roll over to DPS?"
 - Chad Major answered, "It is being used to pay the current bills and using the contracts that are up to date. Trying to close out books. Once cleared up it will roll into the new FETA accounts."

- Brian Lindberg asked, "If someone was working on updating job descriptions in civil service ahead of the bills passing?"
 - Thomas Stone answered, "Major Roberts is working on job descriptions in civil service so when the legislative act passes. Not sure if this is like fire civil service but should be able to hire the first group without requiring testing if like the Fire and Police systems."
- Brian Lindberg asked, "How many unclassified positions?"
 - Thomas Stone answered, "Only the director will be unclassified in the new organizational chart he believes. All others would be classified."
 - Brian Lindberg stated, "It would be great for the commission to take a look at this new organizational chart."
 - Other commission members agreed.
- More discussion on the monies left from LSU. It was stated that it's a negative budget, so the funds are not in yet. With there is no money to move over and use to pay bills.
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Financial / Budget Report – Christine Earnheart

- See Attached Sheet.
- Christine talked about the request from Russell Di Salvo to compare the income from current to past years. She explained that it isn't really comparing apples to apples it is more of apples to oranges with how they kept records in the past.
- Brian Lindberg asked, "Do we have line items for budgets."
 - Thomas Stone answered, "No, we are working through the fire marshal's system and trying to get this for once the transition finishes. Right now, it's just projected incomes and money is being deposited into 3 different buckets currently. We have a based budget built and tuning it in as we gather data. We don't have much history so it as if we are starting from scratch."
- Brian Lindberg asked, "So with no line items what happens with your 4-million-dollar income estimation."
 - We can't do much till the legislative act passes. The projected budget is we need the stack debit and Industrial to make 3 million to meet the current proposed budget. The money will be put back into the facility for upgrades or lower the cost on the municipal side.
 - Brian Lindberg stated, "He would like to see the proposed 2022-2023 budget."
- Chad Major stated, "Christine you not only handling certification but are handling billing and receiving as well as some of the business expects. This is just highlighting how short staffed we are and people wearing multiple hats."

Chairmen's Report –

- Nothing to report other than the bill for FETA is still in committee.

Old Business –

- Comparison of 2019 revenue vs to date

- Christine talked already about this. See notes from above.

New Business –

- Chad Major: We need a new director now that Dan Wallis is the new Fire Marshal, we need to look to replace him as Director. I would like to do a statewide search but don't have to adhere to the degree as in the past.
 - Chad Major made that in the form of a motion and seconded by Bryan Adams. Discussion held on the motion.
 - What is happening currently do we have a current acting superintendent and how long will it be?
 - Thomas Stone answered, "The plan is it will be an interim for 90 days."
 - Ken Himel can we look at what the past job qualifications were?
 - Requires a four-year degree and said it had to meet a certain track of degrees. We need to fine tune it so we can have the needs that we want in it. Can we get the old job description to look at to compare?
 - Chad Major stated, "We need to look at the qualifications and come out with what we would like. Maybe we should look at other states, so we are not reinventing the wheel."
 - Chad Major asked the commission to write down some notes and finalize a description by the next meeting so they can start to advertise.
 - Motion passed
 - Sub committee for job description was created Rusty Shoultz, Ken Himel, Chair Bryan Adams
 - A discussion was held about needing a new Co-Chair to the commission to replace Butch Browning.
 - Next meeting, we will vote on a new Co-Chair.

Next meeting will be June 21st at 10 am.

Adjourn–

- Bryan Adams motion, Ken Himel second all adjourned 11:36 am.

Member Name	Present	Absent	Zoom
Bryan Adams	X		
Butch Browning		X	
Brandon Davis		X	
Russell Di Salvo	X		
Stephen Guidroz	X		
Ken Himel	X		
Matt Lee		X	
Brian Lindberg	X		
Chad Major	X		
Louis Romero	X		
Karen St. Germain		X	



Louisiana Fire & Emergency Training Academy

Chiefs Report

17 Maay 2022

Location: FETA – Baton Rouge, Louisiana

1. Regional courses are being delivered primarily by full time instructional staff
2. 40-Hour courses upcoming on the schedule include:
 - i. Ariel Operations
 - ii. Inspector I
 - iii. Fire Investigator
3. 40-Hour Hybrid Distant Learning Course Launches:
 - i. Instructor I – April 18, 2022 – May 25, 2022
 - ii. Still in process
4. Recruit Academy
 - i. Started on May 16, 2022
2. Municipal Weekend School
 - i. May 13 – 14, 2022
 - ii. Firefighter Track
 - iii. Fire Officer Track
 - iv. EMR Refresher
 - v. Hazardous Materials Awareness Certification Course
 - vi. Over 75 attended

TOTAL COURSES YEAR TO DATE:

Regional Class Numbers for the year to include total classes, total hours, total students, on site classes and classes that were canceled. The Area 1 is Region 2 and Region 3 combined and Area 2 is Region 1 and Region 4 combined.



Louisiana Fire & Emergency Training Academy

2022 Annual Numbers

Month	2021 Classes	2022 Total Classes	Diff per Year	Total Hours	Total Students
January	78	68	-10	258	1008
February	92	96	4	397	1593
March	162	134	-28	623	2046
April	157	150	-7	599	2273
May	144		-144		
June	163		-163		
July	40		-40		
August	74		-74		
September	95		-95		
October	114		-114		
November	82		-82		
December	21		-21		
Totals	1222	448	-774	1877	6920

Month	Total Students	Total Class Hours	Total Fuel Used
January	39	16	230
February	259	168	4,749.70
March	282	192	11,163.86
April	339	192	20,344.10
May	194	136	7,924.30
June			
July			
Aug			
Sept			
Oct			
Nov			
Dec			
Total	1113	704	44,411.96

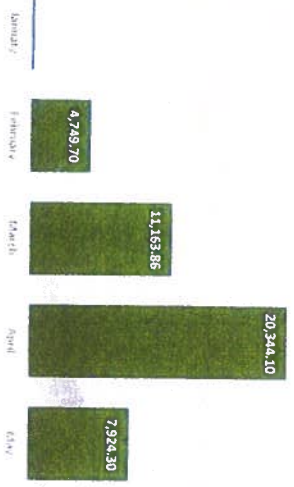
Total Students Attending



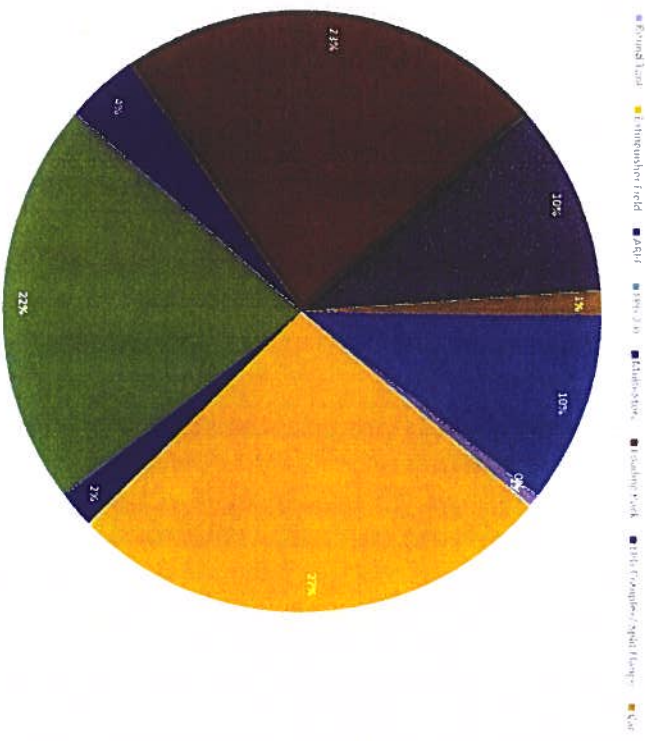
Total Class Hours



Total Fuel Used



PROP USE FREQUENCY



Classes Type	Times Used
Classes To Date	16
Fire Classes Cancel	12
Reschedule	0
Hazard on Schedule	0
Fire Extinguisher Road	0
Fire Extinguisher Site	0
Blending	16
FLA G Prop	12
Tank Car	0
Large Dia Tank	0
Marine Prop	0
Pressure Pit	0
Process Unit	0
Round Tank	1
Extinguisher Field	1
ARFF	3
LPG 2.0	34
Multi-Story	6
Loading Rack	36
LPG Complex/ Split	16
Flange	2
Car	134



H. "BUTCH" BROWNING, JR.
STATE FIRE MARSHAL

LOUISIANA DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS
PUBLIC SAFETY SERVICES

Louisiana Fire & Emergency
Training Academy



DANIEL H. WALLIS
SUPERINTENDENT

**Current Revenue Estimates
Jan 3 – May 15, 2022**

Certification:

\$29,535.00 processed (received and/or invoiced)
+ \$10,895.00 estimated to be processed (needs to be invoiced)
\$40,430.00 estimated revenue year to date

**Municipal (Medical, Hazmat (Municipal), Municipal, Academy
Rescue, ARFF, Pine Country):**

\$107,783.60 processed (received and/or invoiced)
+ 87,615.00 estimated to be processed (needs to be invoiced)
\$195,398.60 estimated revenue year to date

Industrial (Industrial, Hazmat (Industrial), Extinguisher):

\$288,627.70 processed (received and/or invoiced)
+ \$514,197.94 estimated to be processed (needs to be invoiced)
\$802,825.64 estimated revenue year to date

- Delays in Industrial billing:
 - There has been an extreme delay with companies updating us in their vendor system with our new name. We have received several POs made out to LSU that have to be returned for updating.
 - Some customers prefer to be billed after a cycle of several training days

Overall Estimated Revenue Total to date: \$1,038,654.24

Increase from Last Report: +\$308,837.01

Certification: +\$11,840.00

Municipal: +\$111,980.00

Industrial: +\$185,017.01