

**Louisiana Fire and Emergency Training Commission Meeting
Special Meeting Minutes
March 21, 2018**

Commission Members Present:

Chad Major	Professional Firefighters Association of Louisiana
Charlie Metcalf	Louisiana State Firemen's Association
Martin Latino	Louisiana Fire Chief's Association
Michael Donahue	Chancellor's Designee from LSU
Louis Romero	Professional Firefighters Association of Louisiana
Brian Castille	Louisiana State Firemen's Association

Commission Members Absent:

Butch Browning	State Fire Marshal
Karen St. Germain	Governor Appointed Citizen at Large
Ken Himel	Louisiana Fire Chief's Association
Louis Romero	Professional Firefighters Association of Louisiana

In Attendance:

Loree Ramezan	FETI
Christine Earnheart	FETI
Carey King	FETI
Jarad Charpentier	FETI

QUORUM PRESENT

The Louisiana Fire and Emergency Training Commission was called to order by Mr. Major. He stated that this was a special meeting with only one item on the agenda. Invocation was performed by Martin Latino. Pledge was led by Charlie Metcalf. Mr. Major called the roll and announced that a quorum was present. The meeting began.

Mr. Major stated that at the last meeting there was a motion made that was seconded and did pass the commission to consider renaming the assistant or co-director to chief of municipal operations or municipal training whichever was chosen. In that conversation and in the meeting prior to that, the commission had requested Mr. Donahue to speak to appropriate administration staff for permission and approval for non-degreed individuals to be considered on an equal platform with degreed persons. There were lengthy conversations at that time regarding this matter. It was duly noted. There were several recommendations made and there was a description for each board member in their packet. Then, Mr. Major reviewed all job requirement recommendations with the board.

Mr. Donahue at Mr. Major's request reviewed what was currently required for the director's position. Currently, the director's position required a college degree, 10 years' experience in the fire service, and a number of various certifications. In addition to opening the candidate pool to non-degreed individuals, the requirements that they set in the end would determine the salary rate for each level of candidate. In simple terms, the salary rate would have to match the job requirements which in turn if they cast the net too wide then the salary rate offered may not be attractive enough to get the best qualified person. Mr. Major simply wanted to increase the size of the pool so that they could choose the

best candidate based not only on a degree but also experience, training, and certifications. He did not feel that the job requirements should change. Mr. Donahue agreed with that opinion. He added that once the job title was changed then the job requirements would have to be set in a way that would bring the salary to an attractive rate. Mr. Major did state that there could be a base salary for degreed individuals including other job requirements and then a different base salary for the non-degreed person meeting the experience, training, and certification requirements. As well, these salaries could be subject to increase in the future for appropriate job performance.

Mr. Metcalf was concerned about lowering the job title and expectations and in turn only getting, for example, retirees who were willing to accept lower wages. He was wanting to see new and younger people in the position with vision. He didn't feel that they should really take away or decrease any qualifications from any position. By dropping the title down, he felt it may be decreasing the importance of the position. His organization however felt they were going in the right direction with opening up the pool because they felt there were qualified individuals right there in Louisiana who had been in the fire service for so long that they understood how it worked.

Mr. Donahue commented that if he were an advocate, he would like to see the pool opened just because he would like to see more qualified people from their own state who had worked in Louisiana fire service and understood how it functioned. Mr. Metcalf asked which job requirements and duties would be changed. Mr. Donahue answered that these would have to be reviewed one by one and approved.

Mr. Major stated that in the end all they were doing was trying to widen the scope of individuals they had to choose from. Mr. Donahue stated that Mississippi Fire College actually had an administration model that encompassed what they were talking about. They had a titled director for the department and a chief of municipal fire training operations. The individual made 38 dollars an hour plus benefits, which was right at 80 grand. Mr. Latino stated that he did not have an issue with casting the net wider and he wanted to go on record stating that through his experience in his own career he had learned that having certifications and education for promotion was not always in and of itself the best. He had had good captains with no degrees and poor ones with degrees. Ultimately, it was not what was in the title of the individual, but what they did while in the fire service.

There was some concern about the fact that the job title and qualifications were being changed because possibly there was an individual that someone had in mind for the job. Mr. Major wanted to go on record that he did not have anyone in mind for the job. He just simply felt that there were qualified persons out there who could do the job well that did not have a degree. His only intention was to broaden the pool of applicants. He and other board members were in no way undermining the importance of the degree, but the goal was to be more inclusive of others outside of the degree spectrum.

Mr. Donahue stated that if they were going to move forward with this then there was no need to change what was already written in regard to the Bachelor degree description, and they would only need to add the Associate's degree section, required and desire qualifications, and non-degreed individual section. Mr. Donahue added that they should expand and specify the type of Bachelor degree desired to allow for a greater number of appropriate applicants.

Mr. Metcalf asked what the next step would be if they approved the changing of the job title, requirements and qualifications. Mr. Donahue suggested that first they would have to get the job

requirements written, minimum baseline and desirables. Mr. Major felt that should take a vote on what was being discussed and then they could discuss quickly about the qualifications that needed to be added and items that needed to be amended in the current job description. According to the previous vote at the meeting in Alexandria, they had explored all the options and discussed the pros and cons. It was now time to decide if they were going to move forward with the change.

Motion was made by Mr. Metcalf to approve the renaming of the director and make the necessary changes to the qualifications from degreed individuals only to include degreed and non-degreed individuals and Mr. Brian Castille seconded the motion. Mr. Metcalf asked if there was any further discussion that was needed. No further discussion was voiced.

Brian Castille	Yes
Martin Latino	Yes
Chad Major	Yes
Charlie Metcalf	Yes
Michael Donahue	Abstain

4 voted to approve the motion and 1 abstention was noted.

MOTION PASSED.

Mr. Major requested that the board look on the document that Loree had distributed for their review. Mr. Donahue stated that the suggestions should include expanding and specifying the type of Bachelor or Associate degree desired. Mr. Metcalf suggested that they leave the applicant requirements with a Bachelor degree the same. Discussion ensued regarding the different suggestions. Among the suggestions received, it was decided that the Bachelor degree requirements should stay the same, but the degree type should be expanded and specified and employment time required was added as 10 years in the fire service, 10 in leadership, and 5 in training. An individual with an Associate degree should hold a degree in fire science or emergency management equivalent and 15 years fire service, 10 in leadership and 5 in training. It was decided to go with Option 1 for Associate degree individuals. The non-degreed individual should have 20 years of service in the fire service minimum, 10 in leadership and 7 in training experience. They decided to go with Option 1 for non-degreed individuals. For certifications, all basic fire certification classes and Officer and Instructor level 2 classes would be required and level 3 classes would be desirable, as well as EFO and CFO for all three levels of applicants. For volunteer experience, LSU allowed 75% credited time depending on different variables and review each individual volunteer job duties and record.

Mr. Donahue stated that they would be writing this up and it would be sent to Mr. Major as the chairman of the commission for him to write the correspondence to AG. He felt that he needed to be a commission member on this topic and not acting as the Senior Director of FETI in the process. Mr. Major stated that in this process he would scan a copy of this with signature spots on it and it would be sent to the rest of the commission to be signed off on. Doing it this way would let LSU know that this matter had been vetted and discussed by the commission and it was the consensus of their constituents. This concluded the discussion and action on this agenda item.

Old Business

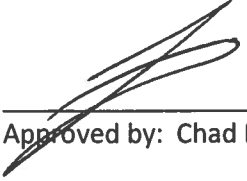
No old business was addressed.

New Business

No new business was addressed.

The next scheduled meeting would be on April 3rd at the Marriot at 1 pm and on May 4th at FETI at 10 am.

Motion to adjourn was entertained by Mr. Major. Motion was made by Mr. Charlie Metcalf and Mr. Brian Castille seconded the motion. No objections were voiced. Meeting was adjourned.



Approved by: Chad Major



Date: