

Fire Education Advisory Commission  
Division of Fire Safety  
July 29, 2021

MINUTES

*The Missouri Fire Safety Education / Advisory Commission works to provide training and continuing education to the fire service throughout Missouri.*

**Portions of this meeting may be closed pursuant to RSMo 610.021 (11 & 12)**

Fire Education Advisory Commission: Greg Brown, Jim Ludden, Alan Braun, Brian Zaitz, Dan Manley (by WebEx) , Bruce Lipe, Traci Wiley,  
Staff: Tim Bean, Matt Luetkemeyer, Sherry Hoelscher, Becky Trapani, Greg Landwehr, Justin Merritt, Lisa Todd  
Guests: Gail Hagans,

**Introduction of New Board Members, Bruce Lipe and Dan Manley  
Election of Board President and other offices as required.**

**Motion to elect Greg Brown as Commission Chairman by Brian Zaitz, Alan Braun,  
seconded by Jim Ludden, all in favor, Passed.**

**Approval of Minutes from 12/15/2020:**

Motion: Alan Braun  
Second: Jim Ludden  
In favor: Passed

**Division Updates –**

Division Status- Tim Bean, Fire Marshal  
Projects

Staff updates – Sherry Hoelscher

- o Fire Investigator – Jay Hamilton 3/16/2021
- o Office Support Assistants – Boiler Unit/Inspections
- o New TU employees, Lisa Todd 4/1/2021, Peter Martin (1000 hr) 2/17/2021
- o Eric Hartman, returned to DFS from DPS 7/1/2021

**Contracted Training Funds Update - Sherry**

FY21 Summary of Contracted Funds as of 6/30/2021:

	<u>Available</u>	<u>Expended</u>	
▪ Fire Ed & GR:	\$715,600	\$632,818	(includes \$47,024 grant match)
▪ CEPF:	\$ 82,000	\$ 76,455	
▪ Total Funds:	\$797,600	\$709,273	

**Additionally, we received a grant of \$20,000 to deliver selected NFA 2-day courses. The Division contracted with MUFRTI and 11 courses delivered throughout the state with this funding, expending 19,850.**

**Contracted Course requests – Becky Trapani**

- Expended summary, region maps
- We currently have over 150 applications on hand for FY2022
- Additional course requests coming in, reviewing and categorizing by type
- Priorities going forward, strategic plan for RFP updates, status of current contracts
- Still two years on current contracts, add new requests early 2022

- Fire Fighter I (minimum training recommendations) modules, use LMS to deliver, leverage vendor participation for skill training with new classes for contract deliveries
- Confined Space training and equipment usage

**IFSAC Reaccreditation Site Visit – Becky Trapani**

- Delayed until September-October
- Expenses lower, should be virtual due to our excellent history

**Learning Management System update – Becky Trapani**

- AFG Grant \$499,950.
- Match Funding 47,024. (paid from FY21 Fire Ed Funding)
- Annual User Fee 140,000-160,000

Current status of project - attachment  
Demo of Portal – Justin Merritt

**2018 AFG Grant Extension (Burn Trailer) – Greg Landwehr**

- Status of RFP, price increase for prop
- Status of Grant deadline

**Other business** - Comments/questions from guests

**Motion to dismiss:** Alan Braun

Second: Jim Ludden

Passed:

**Date      Next      Meeting:**  
**10/27/2022, 10 am**