

Fire Education Advisory Commission, Division of Fire Safety

September 6, 2023

Meeting 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)

Roll call: 1000 hours

Fire Education Advisory Commission: Alan Braun, Bruce Lipe, Jim Ludden, Dan Manley, Brian Zaitz
Staff: Chief Tim Bean, AC Matt Luetkemeyer, DC Greg Landwehr, Amanda Williams, Justin Merritt, Pete Martin, Julie Voss
Guests: Harry Ward and Gail Hagans (MUFRTI), Stephen McLane (MERC)

Approval of Minutes from 6/7/2023:

Motion: _____ Brian Zaitz _____ Second: _____ Dan Manley _____ In favor: All present

Legislative Update – Tim Bean, Fire Marshal

- Governor signed SB 186
- SB 24 was passed this year to allow us to being a pool for critical illness
 - 2 years ago passed a bill for cancer pool of \$5M
 - This bill opened the pool up for mental health issues
 - Chief Brown is the chair of the critical illness pool
 - The language married up to fit the two together
 - The last three years have seen \$12M go to the fire service for critical illness
- 24 bills made it to the finish line this year out of 1200+
- Upcoming session may be similar
- Last quarter we were 17% down in the state, mainly due to legislators passing lower taxes; however, there was a recent 4% increase in the last month which has alleviated some economic frustrations
- Chief Bean expressed his gratitude to the legislation for the additional \$500k for contracted training
 - The main course he hears about is the Basic Firefighter course
 - Chief Bean thanked MUFRTI for taking it on and transforming it into the Intro to the Fire Service course to fill the void
- Chief Bean reiterated his desire to have a statutory minimum level of certification for the state at Firefighter I, but he recognized the difficulties that may cause in some areas
- Departments are having difficulties collecting dues which has limited funding
 - Chief Bean voiced some ideas for collection, such as collecting dues at the time of tax collection
- Public safety was only allowed 2 legislative items amongst all entities in the state
- One of our main focuses was on additional FTEs for training (total of 4 positions), went after 1 position to start and was unable to secure
- Training unit and Chiefs Bean and Luetkemeyer met for 5 hours to discuss what the fire service is saying about DFS, with focus on customer service and listening beyond the keyboard to accommodate their needs and wants
 - Technology is everywhere in the state so even rural areas can access our platforms, but we need to make it user friendly and accessible to everyone through training and instruction
 - Transparency is key – we need to let our customers know where we are headed
 - Chief Bean addressed the commission to share what they hear with us so we can continue to improve

Division/Staffing Status – Tim Bean, Fire Marshal

Fiscal updates – Jessica Prewett

- Budget Update
 - Working on NDIs submitted to DPS for position request for training (will not make it this year)

Training Unit Report – Greg Landwehr, Deputy Chief

- Certification courses and certifications issued update
 - FY2023: 1186 total classes tracked with 6683 students attending, 5669 written certification exams given and 12,546 practical skill exams observed, issued 4283 certifications to 1916 students
- Contracted Training update
 - FY23 financial report

- CEPF: turned back ~\$1300
 - GR: overspent by ~\$1000
 - Total requests for training: \$1.38M
- FY23 course request report
 - Classes that did not get pushed in May or June got pushed to FY24, did not get cancelled
 - Vendor course count
 - MUFRTI 184 classes
 - Three Rivers 83 classes
 - Vendor Financials
 - Compared money for courses completed, courses cancelled, courses requested
 - Vendor grand total \$1.29M
- FY24 course requests
 - 3 vendors currently under contract (MUFRTI, LETS, EOS), O'Byrne has conditional award
 - To date we have 86 class requests totaling \$329,150 in requests under new contract pricing from the 3 vendors.
 - A total of 51 classes have been sent to the vendors for scheduling totaling \$192,000.
 - We have 10 class totaling \$71,000 for O'Byrne classes under the old pricing. These 10 classes are pending O'Byrne meets the conditional award and is offered a contract. If they are offered a contract then these classes will be updated with current pricing, published in the Acadis course catalog and be listed as requested.
 - Classes are published on the Acadis Portal with vendor information, contracted pricing and full descriptions.
- FY24 financial report
 - General Revenue available for training request, equipment and expenses is \$950,600
 - Current Fire Education Fund Balance is \$272,273.60 as of 9/1/2023 with a spending authority of \$250,000 - \$161,829.05 is obligated for the Acadis system, \$14,463.92 is obligated for the FY21 AFG grant, \$6,468.27 is obligated for the FY22 AFG grant. Leaving a balance of \$89,512.36.
 - Typically we want to carryover no less than \$100,000 per year.
 - CEPF Fund balance is \$87,887.53 - \$21,971.88 is obligated for the Acadis system. Leaving a balance of \$65,915.65 to provide Hazardous Materials Training.
 - Per Director McLane, MERC legal is reviewing how funds can be used
 - Manley: what is the schedule for implementing the hybrid HMT program?
 - McLane: internal goal of delivery at MUFRTI SFS; bulk of the lecture can be done hybrid, but some portions (e.g. Chemistry) would need to be in seat; in-seat portion would be 5 days to get all skills and necessary in-person required knowledge covered
- Certification Courses and NFA Courses
 - NFA Fund Balance is \$20,000
 - TOTAL funds available for training is \$1,036,515.65.
 - We have received the NFA \$20,000 grant for NFA State/Local Sponsored course delivery.
 - The RFPs are at OA Purchasing. Initial drafts have not been received for review.
 - We currently have 31 certification classes requested totaling \$181,650 under old pricing. We expect pricing increases under a new contract.
 - We currently have 3 requests for NFA courses totaling \$4,540 under old pricing.
 - We provided funding for books to deliver a Live Fire Instructor class in Kirksville for 8 students. Cost of books were \$950.89. This course was provided to dual purpose the request of the Mobile Burn Trailer for their Fire Fighter I and II class while the trailer was there.
 - The training unit is planning another live fire certification course to be hosted by Sedalia. They have the instructors, but have requested the use of the Mobile Burn Trailer and to provide for the costs of the books.
- Certification Testing Services
 - The RFP is published and vendors have been notified of the request. They have 2 weeks to submit their proposals.
 - We currently have requests for 5 Fire Fighter I and II Fire Control practical skill exams totaling \$27,250 under old pricing. We expect pricing increases under a new contract.
- TOTAL course requests are 135 classes with a combined total using new and old contract pricing of \$613,590
- Fire Investigator Course
 - A Single Feasible Source (SFS) request has been sent to OA Purchasing to enter into a contract with PFFIA to provide up to 5 certification classes per year. We determined it was the best route to pursue a SFS with PFFIA due to the update of the course, the complexity to deliver the course and the expertise of the members of PFFIA the field of fire investigations.

- The course will be a hybrid delivery with 7 weeks to complete the online portion. For students completing the online portion, they will be eligible to attend the 6 day traditional classroom portion of the class. The 6 days will be intensive practical skills, culminating with testifying in a courtroom setting.
- NFA Courses
 - (Federal FY23 fiscal year 10/1/22 – 9/30/23)
 - A total of 11 courses were delivered in the state with 197 students completing those classes.
 - (Federal FY24 fiscal year 10/1/23 – 9/30/24)
 - Nine 2-day courses have been requested and approved for delivery. They are published on the Acadis portal for open enrollment.
 - MO opted to forgo any 6-day classes for this fiscal year as we delivered 5 of them last fiscal year
 - McLane: Will students have to register twice (once with Acadis and once with NFA)?
 - DC Landwehr: Yes, we had a tablet here for students to register with the NFA upon arrival. A roster goes to the NFA 40 days prior for approval for delivery. This is for anything funded through the state (not for in-house NFA course deliveries). For in-house local deliveries, DFS needs a roster on the back end with course completion.
- HM NFPA 470 update is complete.
- Tech Rescue NFPA 1006 update is complete; however, ProBoard has extended the compliance date to 12/31/2024, but we have already submitted.
- Investigator NFPA 1033 update is complete and new course curriculum is being developed.
- Inspector NFPA 1030 update is in progress; however, the new standard is very different from the old standard and will take some time to make the updates for IFSAC and ProBoard compliance.
- Firefighter/Driver Operator NFPA 1010 is expected to drop by December 2023.

AFG Grants Update – Deputy Chief Landwehr

- 2020 AFG (F550 Truck)
 - Grant was closed out.
- 2021 AFG (Exterior Burn Props and Trailer)
 - Bids were received and the lowest and best meeting spec was submitted by KFT in the amount of \$159,450.00. We wrote the grant based on a quote from one of the manufacturers in the amount of \$110,900.00. That was 18 months ago and that manufacture's bid came in at approximately \$180,000. Here is a breakdown of the funding sources and the shortfall.
 - Total amount of AFG grant from Feds - \$96,426.08
 - State AFG match from Fire Ed Fund - \$14,463.92
 - Total AFG grant - \$110,900.00
 - Total lowest bid meeting specs KFT - \$159,450.00
 - Shortfall of funds - \$48,550.00
 - Update to previous information. We are reaching back out to the bidders for Best and Final Offer (BAFO) with a maximum bid not to exceed our total grant award. If no vendor can meet that then we will reexamine our options for this grant.
 - If no bids can meet our grant amount, we may have to turn this grant back and reapply at a later date.
- 2022 AFG (Turnout Gear and equipment replacement for the technical rescue trailers)
 - We have been awarded this grant in the total of \$49,590. Turnout gear has been ordered. We are in the process of writing up specifications on replacement equipment for the TR trailers.

Old business:

- Update on Training Contracts RFP
 - See above
- Future RFPs for certification classes and certification testing services.
 - See above
- NFPA updates to programs
 - See above
- ProBoard site visit this year
 - We would like to get this done before January before the ProBoard January meeting
 - Application has been paid for (~\$2400)
 - Tracy from Illinois is site team leader
 - Has not reached out to schedule yet

New Business:

- Will be presenting an Instructor/Evaluator/SME seminar at the MUFRTI Instructor's Conference on 11/3/2023.

- Going over NFPA standards, how we design skill books, new testing processes for HMA/O, how we select and choose SMEs for different levels
- Full day course
- Chief Bean expressed his gratitude to MUFRTI for allowing us the opportunity

Other business

- Comments/questions from guests
 - DC Landwehr: Would the commission like a WebEx option for this meeting?
 - Commission: Yes

Upcoming Meeting Dates and Times

- December 6, 2023 at 10 am
- March 6, 2024 at 10 am
- June 5, 2024 at 10 am
- September 4, 2024 at 10 am

Motion to Adjourn: 1050 hours

Motion: Dan Manley

Second: Bruce Lipe

In favor: All present