

Kansas Fire Service Training Commission Meeting
St. Andrews Office Facility
May 21, 2020, 10:00 AM

Attending Commission Members: Mike Roosevelt, Darin Myers, Justin Ducey, Kevin Flory, Larry Pander, Mark Neely, Doug Jorgensen (late), Jack Taylor (late), Jim Modig (connectivity issues/in & out of service)

Absent Commission Members: Eric Voss, Rick Mosher

Attending KUCE Staff: Sharon Graham, Emily Zentner, Mike Cook, Pattie Shay, Joliene Lummis, Erica Henderson, Marissa Marshall, Dave Ford, Ben Green, Joe Clow, Mark Billquist, Rusty Green, Jennifer Johnson

Guests: Shaun Coffey, Chris Matson, Kenny Ward

It was determined that a quorum existed.

Chair Roosevelt called the meeting to order at 10:05 am

Chair Roosevelt moved that they move the Commission over to an Executive Session, within the Zoom platform, to discuss personnel matters relating to non-elected personnel for a period of 15 minutes.

Larry Pander seconded the motion.

Chair Roosevelt called for a vote: it *passed unanimously*

The Commission members were moved into an Executive Session starting at 10:10am and returned (after some technical difficulties) at 10:52am and the Commission meeting was called back into order.

Adoption of the Agenda:

Chair Roosevelt called for a motion to adopt the agenda as presented.

Kevin Flory, motioned.

Larry Pander, seconded.
Chair Roosevelt called for a vote: it *passed unanimously*.

Approval of February 20, 2020 Draft Minutes:

Chair Roosevelt called for a motion to approve the minutes as written.

Doug Jorgensen, motioned.

Kevin Flory, seconded.

Chair Roosevelt called for a vote: it *passed unanimously*.

Director Search

Chair Roosevelt stated the Commission should acknowledge the Director Candidate selected. A public vote should be taken for the record.

- Chair Mike Roosevelt, motioned that a vote be taken to confirm/deny Kelly McCoy as the new Director of Kansas Fire & Rescue Training Institute. By this vote, KU could continue/complete all of the HR requirements.
- Jim Modig, seconded.

Chair Roosevelt called for a vote: it *passed* with a vote of: 8 Yes', 1 No, and 1 Abstention.

Chair Report:

I would like to publicly thank the selection committee, sub-committee, members from the commission and the university, for the last 4 months. They have worked diligently towards the selection of a potential candidate for the position of Director of KFRTI. Also like to thank Mike Cook for doing everything he possibly could as the Interim Director to keep everything moving and then as we moved into this state of pandemic to keep things real. Doing everything that we can for our student body but also keeping our staff safe. To the best of my knowledge, all of our University staff have been kept safe from things that are going on so thank you Mike for being able to manage, remotely, the things that need to happen and your willingness to continue on doing that until we are able to get the Director position put in place.

Vice-chair Report:

You basically said everything I wanted to say! I do want to thank the KU staff for setting up the dozens of meetings we've had over the last couple of months. I know an in-person process with all of the candidates would have been a little bit better, however, I still feel that with the situation we had we did the best we could to go through the candidates and make the best selection possible. With all of the COVID going on there hasn't been much going on out here to report on so I'll just keep it short for everybody.

Director Report:

KFRTI Restart Operations Plan – Approved by KU on May 17th. We will be open for business on June 8th. We will begin the task of rescheduling certification & testing the week of June 15th and we'll begin props on June 29th. All Certification & other training will be conducted under a new set of safety requirements as the whole state knows now. We'll be starting that process with calls to the Emergency Manager in the county. We will be requesting any kind of special restrictions that they may have, and so we'll have that conversation first. From that point, we'll contact the requesting department and discuss the safety requirements for certification & training with them as well to make sure we are all on the same sheet of music. As for safety requirements, Program Managers & Coordinators can explain the strict safety procedures & stuff that's been approved by the University, the State, and Kanas Fire & Rescue. We have purchased a lot of PPE, which was not an easy task. When you're a State Training Agency you have to prove that you train first responders to be allowed to order some PPE. We have done so successfully with the diligent efforts of a couple of our staff. Ben Green & Joliene Lummis have been working diligently and we got everything we need to open successfully and then continue on with our mission from that point on. You will be contacted if training has been postponed so we can get it rescheduled and started again. Are there any questions on that?

The Confined Space Trailer – AFG 2018 – we hope to roll out and get it going down the road. The curriculum was ready to go, Train-the trainers were set up, but then the plug was pulled with the COVID shut down. What's remaining on that? Well, it will make its initial debut with a static display for One-Gas. They gave us a \$35K gift to purchase equipment to be used on that trailer. Since our last Commission meeting, Ben Green - our Technical Rescue Coordinator, has purchased the equipment and has it on the trailer and so we're moving forward on that and he will be rescheduling some Train-the trainers so that way we can get that trailer moving. We would like to show it off at the Kansas State Fire Fighters Association

Conference that was going to be held at the end of April. Whenever that has been rescheduled, we will touch base and make sure that it's at that location as well so people can see this new training prop. I think they are going to be very pleased and it will be a very good addition to our fleet.

Wildland Firefighter Curriculum Project. We met at the KS Fire Marshal's office at the end of February and was discussing moving forward with that. I think, Kevin, correct me if I'm wrong, but Kevin has taught the class and we are waiting to get any kind of feedback so we can make that program better. Through discussions with the group we will figure out how it's going to be handed off throughout the state and tracked for participants and such. That is going to be a project that is still ongoing.

Our ProBoard visit went well in January. We initially put in for 12 levels of certification accreditation and we ended up with 17 levels of certification accreditation. I want to give a thanks to Doug Jorgensen for allowing Dirk and AJ to come over and work with us on that project and went through the HazMat Technician course. We submitted all of that paperwork and were awarded accreditation through ProBoard for that program. We will also use all of our program materials and be ready for the IFSAC site visit that is now scheduled for August 26-28, 2020.

Some of the grants and where we are on them:

KDOT: We're moving forward on it through the TIM program. We came to a screeching halt with that TIM program but we are currently looking at being able to provide an online or a 'blended' course.

KDEM: We submitted the application for 2020-2021 and it was approved.

AFG 2018 AFG Grant: Currently in the middle of the Pump Op simulators. Those simulators are on order. They were awarded on May 5th with a guaranteed delivery of on or before the week of Aug 17th. That grant ends Sept 3rd, 2020.

One-Gas (\$35K) & State Farm Gifts (\$20K) will be used to purchase equipment. The One-Gas Gift was earmarked to purchase the equipment needed for the Confined space trailer and the State Farm Gift was for vehicle extrication equipment so that we can expand our training capabilities with that training class.

Our training, we had some Annual Fire Schools scheduled but had to cancel due to the fact that they could not travel and we did not want to put anybody in the state at risk as well. So,

we will be looking to reschedule those. We have touched base with them and they are willing to come back and do those classes for us at a later date.

We do have NFA training Aug 24-29th, Community Risk Reduction, at Lenexa and that is still moving forward.

In training, we have been moving to more online training and I think in every program right now the Coordinators are working on how to put more classes online. That isn't an easy job but it's something that needs to be done and the shut-down has given us the time to move forward in that area.

Are there any questions for me? No questions were asked.

Financial Report: Emily Zentner gave a presentation of the KU/KFRTI financials. (Copy of Power-Point attached.) When Emily was done Doug Jorgensen stated he was very happy with the info she shared and that we have access to it. It is a closed deal for him and if needed in the future it is nice to know we can access it relatively easily. Mike Roosevelt echoed Doug's sentiments and stated info may be needed this summer and knowing that there is a lot of it is encouraging. Darin Myers spoke up and stated if Emily wanted to give classes on Excel, her skills were amazing! Sharon Graham then shared that Emily is a real asset to our organization. She is able to take mounds of numbers and turn them into really helpful information. So, thank you Emily!

Doug shared that the State Commissioners office released a press release and apparently the Insurance Companies in the state have given about \$56 million dollars back to their customers. Some of the Insurance companies are continuing that rebate process so I expect to see a reduction in the amount of Insurance Premium money that we are going to see in June and possibly in December. The information I have from the Insurance Commissioner's office is that those companies usually do around \$700-\$900 million worth of business in the state. So far that \$56+ million in rebates is about 6-8% and if the insurance companies continue that, I can see those rebates being 10% or more. That is something that you might keep in mind when budgeting and actual funds that will be available for next fiscal year because I think, again not sure until we actually see what comes in this June, but I think it's going to be a reduction even more than what the Insurance Commissioner's office estimated we might get from the Insurance Premium Fund. I just wanted to share that so everyone would know.

Mike Roosevelt & Mike Cook thanked Doug for that information. Sharon Graham shared that Emily has worked closely with KU Fiscal Services as we have mapped out what we assume will be a reduction in funding due to the pandemic.

New Business:

1. **Strategic Plan-Update:** No updates have been done on this to date. With the current COVID-19 situation, and the ongoing Interim Director situation, it was decided that this needs to be on the agenda for the August meeting to bring it to the new Director's attention.

Unfinished Business:

1. **Formal Evaluation Sign Off sheet:** This is incomplete. The only thing we have is the draft that was previously presented. Again, with the COVID-19 situation and not knowing how things will be addressed in the near future, it is best to wait until the new Director is in place and can address this matter.
2. **Vacant FSTC Seat:** It was shared that vacant seats have not been a priority due to the COVID-19 pandemic. Only the committee's that require a vacant seat be filled to meet the quorum have really been addressed. They are aware of our open seat(s), they are working on them as quickly as they can, and Sharon and Doug have been in contact with them to keep us uppermost in their minds.

Other Items from FSTC Members:

1. Many heartfelt thanks were given to Mike Cook for filling the Interim Director position for KFRTI.

Public Comment:

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Next Meeting:

- *Interim Director Cook, August 20, 2020, at 10:00am.*
- *Chair Roosevelt* called for a motion to adjourn.
- Larry Pander, motioned.
- Kevin Flory, seconded.
- *Chair Roosevelt* adjourned the meeting at 12:38 pm.