



Kansas Fire Service Training Commission Meeting

St. Andrews Office Facility

August 20, 2020, 10:00 AM

Attending Commission Members: Larry Pander, Kevin Flory, Rick Mosher, Eric Voss, Mike Roosevelt, Jack Taylor, Darin Myers, Jim Modig, Justin Ducey, Doug Jorgensen

Absent Commission Members: Mark Neely

Attending KULPE Staff: Ann Ermey, Jenn Johnson, Rusty Greene, Marissa Marshall, Pattie Shay, Kelly McCoy, Erica Henderson, Joliene Lummis, Dave Ford, Ben Green, Emily Zentner

Guests: Zach Golemboski, James Zeeb

Call to Order / Roll Call / Affirmation of Quorum:

It was determined that a quorum existed. 9 members present

(Doug Jorgensen joined after the quorum was determined making the total 10.)

Chair Roosevelt called the meeting to order at 10:01 am

Public Forum:

No comments received by the Chair, the Vice Chair, or the Director of KFRTI prior to the meeting and no comments were made when this item was brought to the floor.

Adoption of the Consent Agenda:

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

Larry Pander, motioned.

Rick Mosher, seconded.

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

Approval of May 21, 2020 Draft Minutes:

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

Jack Taylor, motioned.

Larry Pander, seconded.

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

Chair's Report:

"It gives me great pleasure to welcome Director Kelly McCoy to our first official meeting with him in the seat. Welcome aboard Sir, we are really glad to have you aboard! I'm personally excited about the things that are in this organization's future with you at the helm and the things that we can all do together. I'd like to take a moment and ask us all to be considerate and share that our thoughts and prayers go out to all Kansan's that may be affected by the pandemic and the situations that have evolved out of that. Be that joblessness, or just personal stress and challenges, because there are a lot of dynamics that are just becoming visible and applicable as this disease progresses across the country. For me personally, I've got several people that I know that have been directly affected. Butler County, the county in which I serve, we have 353 cases that are active, which means positive. We have two folks that have passed away, one of which was in the neighboring community to me. I have 100 cases that have transpired in my community directly that I serve. 20 of those are currently active cases which means that they are currently on quarantine orders in their homes, etc. That is just in my little 20K population, 36 square mile territory that I serve. I am sure there are lots of other similar stories out there. As we make decisions, and influence things as we train firefighters across the state, we need to be mindful of the impacts that can have and how we do business. From a personal note, my department has been affected twice by COVID. One member did contract the disease. Fortunately, his symptoms were very mild, very short lived and he's had a full recovery and is back to work and

all is good there. We have had 2 other firefighters that have been placed on quarantine twice! It's ironic that those two firefighters were both on a call together and then later we learned that the individual was positive, so we had to quarantine those two individual due to direct contact. Ironically those two individuals had already previously been on quarantine activity; one because of a vacation that he took right at the outset of the COVID activities across our planet and the other due to offsite employment where another employee tested positive but came to work for 3 days without telling anyone. There is a lot of stuff like that going on out there. Not to put a downer on our meeting but these are the things we are going to have to deal with. Back to the good stuff! I'm very positive we have the right people in the right places both on staff and here in the commission to be able to do some real good work for the fire service. There is no better time than the present to start making positive influences in the communities that we serve. In the very near future we will come together and I trust that we will find a way to come together mostly in person, there will be a few of us that cannot, to do our Strategic Planning session. I think that having a good couple of days, dealing with the things that this Institute needs to deal with, and doing some solid planning for our future is going to do nothing but create a wonderful fire service environment across the state. This session is going to enable us to shape the future of not just the KFRTI but the future of the fire service community in the coming months. The tone of this opportunity should be about partnership and co-operations. Finding ways to make advancements to accomplish that missions through those partnerships and co-operative activities. To train Kansas Firefighters. To that end, previously I had asked our Commission members and staff to reach out to both the organizations that we represent on the Commission and the people that we work with day in and day out. I want to charge each of you to do that continuously. And again, to reach out to those folks. Especially now that we may have been separated for quite some time and people have had quite a bit of time to think about some things. Maybe we can find some nuggets that we can attach on to enhance our training mission and just the general fire service community. Secondly, I want to challenge

you to communicate those ideas to the chairman or the vice chairman, whether it be Darin or I, in the future and then directly to Director McCoy as we move forward. So, we can keep those opportunities on the front burner, so to speak, or at least on the middle burner and revisit those things and not have any opportunities slip away from us. We just absolutely cannot afford that. I also want to encourage everyone to maintain a real positive attitude as we move forward through all of these things. It is very easy to latch on to some little negative morsel and just dwell on it. We just need to maintain a positive attitude regarding KFRTI operations. With that said, I am really excited about the opportunities that lie before us and the ways that we can work together to better serve the fire service community.”

Vice Chair’s Report:

“I will just echo what you said. I won’t say much on COVID because I’m tired of talking about it all the time. It seems like that is the only thing we are discussing anymore, and I think it is impacting us more negatively than the virus itself. For instance, I can’t wait until we get back to in-person meetings again. I think we lose a lot with these Zoom meetings. Once we get back to that I’ll be excited for it. I just like seeing all of your lovely faces once every quarter. Other than that, I just wanted to express the same thing on our new Director. I had a good conversation with Kelly, I’m very excited about some of his ideas, I don’t want to steal any of his thunder for some of his ideas, or the things he’s wanting to put in place. I welcome a lot of his ideas; he has a lot of good things and he’s very good and easy to communicate with. Other than that, I have a question for the group later but not necessarily as part of my report so I will leave it at that.”

Director’s Report:

“Mr. Chair, Vice Chair, Fire Commission members, the first thing I want to say is Thank you. It’s a pleasure to be here. I think it’s been a month, yes, a little over a month, and as I was doing the Director’s report, I realized we have done a lot in a short period of time. I was able to meet with Chief Roosevelt and Chief Myers early this week and I absolutely enjoyed the

conversation. I was able to meet with Larry Pander as well in person at one of the training events here in Leavenworth. My intent is to get out and meet with all of the Commission members whether it's Zoom or in person, whatever is appropriate, over the next month or two and just hear from you face-to-face how you're envisioning the KFRTI moving forward. Of course, I have some ideas, but I want to hear your ideas. I don't know that I could say it any better than Chief Roosevelt did, where we're looking at partnerships and cooperation, that's really the only way to train the fire service here in Kansas. All of us working together. I look forward to that. There is going to be many opportunities. We've had some pretty good brainstorming sessions already, just thinking out loud. The Strategic Plan that we can all work together on and put our fingerprints on together I think will be a great document for some good ideas for training Kansas firefighters for Kansas communities moving forward. Director McCoy then acknowledged the Directors report that he previously sent to the Commission members via email. Director McCoy shared that he started with the Institute on July 20th, just a little over a month ago. I know many of you were on the hiring committee, the search committee, that brought me on board, and I want to thank you for that. A brief background: I grew up in Phoenix, I worked in the Phoenix system with City of Peoria Fire Dept.

Later in my career I went to Northwest Fire District in the Tucson region as a Battalion Chief, worked as a Division Chief, and then retired. After retirement, I went to Montana State University-Billings and ran the Fire Science Program there as the Program Director and fulltime faculty. Then, we obviously came here to Kansas. My wife grew up in, well she was born in Abilene and grew up in Lawrence. Her folks are still here so that is at least one of the reasons that brought us here aside from the job. Throughout my career I have had the opportunity to do quite a few things. I've worked in some good systems. I've always taken firefighter training pretty seriously and I've enjoyed that. What I've really been working on as I come here to the Institute is just how and why we do things. What are the processes that are in place, why are they in place, and does it make sense that they are still in place? I'm just really trying to sift through that. The good thing, I guess,

is that I bring some objectivity to that process because I just don't know otherwise. So each day is kind of a new opportunity to learn quite a bit. The running joke around here is that I've been drinking from a fire hose for the last month and that's actually pretty accurate.

I've seen it in writing, I've heard it in dialogue, and one of the things that I am sensitive to, coming in here, is that 90.1% of Kansas firefighters are either volunteer or mostly volunteer which is a significant portion of the Kansas fire service. So, it's obvious that our training efforts have to hit that demographic and they will, moving forward, so I want to make that point.

I was able to attend, online via Zoom, the US Fire Administration State Fire Training Directors meeting recently and the quick idea here is that the entire nation, to Chief Roosevelt's point, is really trying to figure out COVID; how to deal with it, how to train in this environment safely, and the fire service is no different, KFRTI is no different, how do we deliver safe, effective training, understanding that in the fire service you just have to put 'hands-on' training evolutions at some point but is there more that we could do on the front end online. In an online environment so we are decreasing that exposure. The answer is yes, we can. We have been working with Center for Online Distance Learning with instructional designers to pivot some of our courses to hybrid. A portion of it is delivered online and then there is like a capstone, or like a seminar, on the back end where we meet in person. So, across the nation this idea of how we move some of our training online is just the topic of the day. We're fortunate, Rusty Greene has been pretty exceptional in this arena, he's been teaching in online environments quite a bit, he's helping us out. Ben Green and Dave Ford have been taking some of their programs online. So, we'll continue to do that and hopefully in doing so we can meet more of the needs of the Kansas fire service. We are intending to divide the state into regions, training regions, similar to the Adj. General, DHS, & KSR for consistency and the idea will be to really do focused marketing, training, etc. For instance in this region we are going to offer this training, at this time, at this place, and this is how you enroll,

everyone is welcome, so that we can gain some efficiency in our training in western Kansas, southeast Kansas, northcentral Kansas, etc. We are working on that internally right now.

I have done a lot of work with trying to understand the budget. For this year, when I present the, as we move on down the list here in the agenda, when I present the FY21 budget you'll see that it mostly looks like last years. I can see right off the bat that there are some changes we're going to make but for simplicity and the time dynamic that I've been here I'm simply going to leave it and I'll keep working with Fire Commission members and then next year when we do this and we present this budget it will be a pretty accurate reflection of what is going on. We will also have a better idea through the Strategic Planning process of how we want to target those carry-forward dollars in the interest of Kansas fire service.

This is really just talking out loud at this point, I've shared this with both the Chair and the Vice Chair, I do see because of our modeling, because of where our equipment is at, because of the demographic of the Kansas fire service, I really do see some type of partnership, cooperative public safety facility. A smaller site that has equipment in the western Kansas region so we can quickly deploy training resources to those environments. I don't know what that looks like yet, but we'll continue that dialogue together and probably reflect something in the Strategic Plan on that.

For those of you that have received my Director's Report, that is all of the Commission members, I'm not going to go through all of the bullets but I have had the opportunity to meet quite a few people in the short amount of time that I've been here. I'm really enjoying the conversations that we are having, and learning, there is just so much out there.

In closing, yes, moving to a new city, starting a new career, in the COVID environment, fortunately things have calmed down just a little bit, but as my family and I was making the transition riots were beginning to happen

across the United States and it was really just an unsettling time for our family to consider a move but I'm feeling really thankful that we did and I am glad to be here. With that, I included some statistics for you to look at on the training we have completed just in the last quarter. If you have any questions or need points of clarification, I would be happy to discuss them. No questions were asked. Director McCoy shared that in the future his intent is to let the Program staff give a brief snapshot of their work. and the reason for that is that they are the subject matter experts in their areas, and I want you to hear from them. They will be brief little report outs. But, say there were some specific questions related to Technical Rescue Training at least the Commission will get a little bit broader picture of some of our efforts if I allow those folks to give a brief report in future meetings. If you are OK with that, I plan to do that. Chair roosevelt shared that he was not opposed to these reports as long as the Commission members agreed not to dig deep into the weeds with staff during the meetings."

Financial Report:

Emily presented the FY20 Year-end Financial report.

Chair Roosevelt called for a motion to approve the FY20 Year End Financials as presented.

Eric Voss _____, motioned.

Larry Pander _____, seconded.

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

Business:

1. OLD BUSINESS

- a. Strategic Plan – Update:** Chair Roosevelt shared, "I think I've said what I would like to say about it. The biggest piece is how to moderate it, when/where we can do it. I don't know if, Kelly, you've had any action in that mode or had anybody on staff starting to work on timing or location or anything. What kind of

action do we need at the Commission level to start putting the Strategic Plan piece of the puzzle?" Director McCoy stated I think from my perspective, and we've had this conversation, it's just the direction to move forward with a Strategic Plan. I would probably reach out to each of the Commission members because we are going to want to identify the stakeholders that would be appropriate to have as part of the Strategic Planning committee, as it were. I would envision that including staff here as well as leadership from KU. With that direction, I can start framing a Strategic Planning framework to move forward. I'm not super crazy about Zoom but it does have the ability to bring a lot of people together, pretty quickly from around the state. I can't say that I've ever done Strategic Planning via Zoom, but we can give it a go. I can start putting some things together, based on some of the ideas that we've talked about, but I think that part of the Strategic Planning is not really so much the outcome as it is the process, working together with stakeholders. I think the process is very important, having the critical conversations that need to happen. There are various stakeholders in Kansas that have different perspectives on the fire service directions that ought to be moved to, how funding ought to be spent and different things. This is, I'm the Director of the Institute but it's not my Institute, it's our Institute and I'm here to move forward with everybody. Just give me the direction to move forward and I'll start putting together a framework for a Strategic Planning process. Of course I'll work closely with yourself and Chief Myers to do that, and other Commission members. I've seen a couple of past Strategic Plans, but I know this is, well 5 years out from the last one as far as I understand it so it's definitely time. Chair Roosevelt shared I would like the bulk of the key stakeholders to meet in person, Zoom has its benefits but there is so much more that is able to happen when you're in a closer proximity. That said, I don't think we all need to sit around a 6X2 foot table, but I do believe there is a way to do it with the proper safeguards in place. So I would like for us to attempt to find a facility either in Lawrence, or some other portion of the state, that would enable us to come together in a

large, semi-open environment, with some of the tools that would be necessary to have a zoom meeting, i.e. dry erase boards, etc. Another tool that would be successful for us, and we talked about it a little bit the other day, having some sub-committee activities possibly even in advance of the sit-down meeting or in follow-up to the sit-down meeting. That would enable us to meet in smaller groups to flesh out some of the more intricate details rather than just spit balling via Zoom. I would really like to see us move that direction sooner rather than later but I totally understand that some of the entities we represent have some mandates in place about travel and engaging in certain activities, and I totally want to be respectful of that. It's going to be a fine dance and I know that you and staff are going to be able to figure the best way to facilitate all of that for everyone. Director McCoy shared We discussed KLETC and they are seeing quite a few people with training, it's more of a central location there, it's possible that Darin might be able to host something like that where CDC, State, County precautions are all able to be maintained in that environment. As you said, I'm respectful of where each person is at in this pretty unsettling time, some folks don't want to meet and I respect that, and others are a little more comfortable gathering with social distancing and masks, and those things in place. We can work on it and see what happens, but I certainly agree with everything you said. Darin shared I have 2 questions that revolve around the Strategic Plan. 1. Do we have funding set aside to fund the Strategic Plan process and 2. Do we have or are we considering having a facilitator to lead us through this process? Mike stated The 2 successful Strategic Plan activities he has been involved with did have a facilitator/moderator from outside the immediate body of the organization. I know of a couple of people, and I'm sure that staff have a list of people that have done it in the past, and Sharon probably has some great contacts in the region, Kelly I'm sure you probably have some great contacts outside of the region whether we are able to utilize them, that may be a different question. SO, I will throw that out for the second part of your question. I really feel we ought to have a facilitator engaged.

Darin stated I agree, I know there is an individual at KU, I'm not suggesting anybody, that's really good at it. It's because he's from out here in Hays, you may know him, Hannes Zacharias. Sharon stated Hannes is great! Darin continued I agree that a facilitator would be nice. I'm not saying that none of us would be unable to do it, or able to do it, but just be able to facilitate this as we continue to move through everything we are trying to move through with COVID. I think that would be a good option if we can afford it. Mike then stated To the first part of the funding question, as I recall, and Emily could probably absolutely say yes there is \$1million set aside for it. It was a 2 day event, we housed everybody in Lawrence, we had an offsite facility, we had food provided, snacks and beverages and those kinds of things, and we had an outside facilitator, I believe, that had some cost associated with it but I don't know that we have specifically earmarked any funding for that. Kelly stated, No, but I'm sure we can find a cost center for it.

Sharon addressed Darin regarding Hannes. Sharing that he is a great guy. He's done some work with LPE at the Edwards Campus. The nice thing about using someone like Hannes is that he is aware that KU itself has a new Strategic Plan. We have a new Provost who has started down the road of a Strategic Plan called Jayhawks Rising. It would be great for the Institute to ladder up into that plan. Also, if we are able to do something in person, KU has mandated that anyone that is on campus must wear a mask, including those who are teaching, individuals must be 6 feet apart, and there is no food or drink allowed within the classrooms because if you have food or drink you will need to take your mask off. So, KU is being pretty strict with those precautions to prevent any spread. Larry Pander, Rick Mosher, and Jack Taylor all shared that they would prefer a face-to-face meeting even having to endure all of the necessary restrictions. Mike then asked if that was enough direction for Kelly to proceed. Kelly shared that he will be in conversations with all of the Commission members and we'll start marching forward.

b. Formal Evaluation Sign Off sheet

Kelly asked Mike to clarify what that actually is. Mike shared that we were developing some sign off criteria to verify certain things, but I've closed my minutes from the last meeting so I can't quote what was said. Larry shared that it was regarding the Live Fire burn during Fire 1 and some of the other training that involved in the standard to be signed off on. I think mainly it was the live fire. Kevin Flory shared that Larry is right because we were looking at certain standards of what would be considered a live burn facility and other things like that to meet a true burn facility for the check off. Safety factors and things like that. Director McCoy asked if this would be the NFPA 1403 Live Fire checklist that needed to be completed prior to live fire training? Kevin Flory stated that he believed that was the correct document. Director McCoy then shared that he knows those checklists exist, and on a sidebar ISFSI does a pretty decent 1403 Live Fire Instructor training and I've had some dialogue with some of the folks that we'd like to get that in the state and get that offered in a few places for firefighters and trainers. But we can certainly produce that checklist and then you'll just have to let me know how you want me to route it. Certainly, we'll use it before live fire training. Mike Roosevelt shared that he recalled it discussing live fire training but he also recalled it covered other components for verification as well. Doug Jorgensen asked if this wasn't tied to the High School program? Mike Roosevelt indicated he believed that is where it all started but he doesn't believe it was specifically tied to that. He also believes it goes back to the Feb 20, 2020 minutes. Jack Taylor shared that his recollection was that for Certification testing you have to be able to randomly test every skill. Without being able to randomly test the live burn that has to be able to be checked off locally by someone and the skills checklist was to verify that that skill was done locally and observed locally according to the standard. Larry Pander added that to add to that there are areas in the state that do not have the ability to have the live fire training. If they went to somewhere like Hutch, Garden City, someone from the Commission would, well not 'inspect', but take a look at that

and make sure the facility was up to snuff the standards and that facility could sign off on that skill for the participant. Kelly observed that there were a couple of conversations taking place here. One is, interestingly enough, the NFPA 1001 Standard for FFI & FFII, the 2019 edition, does not require live fire training. I know...(total silence)...I think that to most of the people in this room that is unheard of because we grew up with the editions where some form of live fire training, whether it was car fire, propane, or some type of dwelling fire was required for the certification. In the new standard it is not actually required which is odd. So that is an entirely different conversation. Going back into my past, there was a time I was training chief and there were some high schools that wanted to involve high school students in live fire. We hit the brakes on that for a number of reasons. It is hard enough on a good day to train the internal folks in an organization, for instance, Topeka Fire Dept, in order to hit the OSHA, NFPA, and ISO requirements, generally speaking you are required to do live fire training once a year. To get all of those folks through that training, and set it up and do it per 1403, where you have Command in place, and you have Rescue crews in place, you have a medical stand by team in place, by the time you have all of the resources in place to do this correctly, including NFPA compliant turn out gear, and fit testing and a medical physical by a fire dept physician, you're beyond the scope of high school students. We decided we weren't going to go there with high school students. Notwithstanding that we were burning in a Class A burn facility where we were actually producing carcinogens. Even though it is a controlled fire, burning pallets or hay or whatever, you're still exposing the potentially 17-yr old students to carcinogens and we just decided we weren't going to do that. Then the conversation, and I'm not sure where KS fire service stands, in any training program at the high school level there are plenty of opportunities to do some really cool training evolutions without ever having to do live fire training. Unless directed otherwise, while I don't mind the training elements for high students in the state but I'm hesitant for live fire training at that

level because I'd rather be doing that training with Volunteers, combination, and paid departments in the state. From there it makes it a little easier to have the 1403 conversation and discussion because then we can put the things in place that we would do for live fire training. Even though the 2019 standard doesn't require that I'm assuming that we still want to see that. Some type of check off...the fire chiefs are going to want some type of exposure to some type of live fire environment. It's kind of a bigger conversation, but the check list itself for 1403 is pretty straight forward. It's all over the internet so it would just come down to the process. Ideally, we would have some folks that are trained in 1403 live fire training, making them a little more savvy regarding what you do and don't do during live fire training. Probably more than you wanted to know, but a little back drop. Mike Roosevelt stated, I think all of those points were very valid. I think that as long as we're working on moving forward this bullet item is fine where it stands. We develop that check off sheet with you and staff with the goal of having something to ratify at the next meeting. I don't think that the Commission needs to approve every, single, little, policy and process that the Institute has but I think, like you mentioned, this is broad reaching enough that having the Commission's buy-off for it I believe will be the right move in the long run on this particular item. Kelly McCoy stated Well, good, we'll get some info together for you on the checklist. These are the kind of things where we could bring in IFSY Live Fire Training. I think it's a 3-day course, might be 4. But that's potentially the kind of thing we could bring in for instructors, etc. across the state to bring up the level of training for the state. That way, when we're doing live fire training, we're doing it as safely as we can.

- c. **Vacant FSTC Seat:** Sharon was asked if she contacted anyone at the state and she had assigned it to Kelly. Doug was asked if he could contact them and he stated he would. He clarified that it is the State Council position. Doug asked if they had received a list

from the State Council position Mike Roosevelt recalled that they had sent a list but were behind and were appointing positions that allowed the committees to have a quorum. It was determined that Kelly McCoy and Doug Jorgensen can have a sidebar to best determine who/how this information will be obtained.

A discussion was had regarding Fire Service Training Commission appointments. All Commission members were asked to submit a copy of the last appointment letter they received, especially if it had date ranges for the appointment.

2. NEW BUSINESS

a. Presentation of FY21 Budget for approval:

Director McCoy presented the FY21 budget to the Commission. He shared that he is basically adopted the existing budget that was presented last year until he has time to truly look into this. He did discuss the need for a facility for the props that we currently have. He also shared the idea of a public safety joint facility where we can move a satellite facility out west to be in a position to deliver training more robustly to the fire service out west in Kansas without having to drag all of the equipment from the eastern side of the state. I'm not sure what that would look like but looking at the KLETC facility as an example is something I discussed with the Chair and the Vice Chair the other day when we had lunch.

Chair Roosevelt called for a motion to approve the [FY21 Budget as amended](#).

Larry Pander, motioned.

Jim Modig, seconded.

Doug Jorgensen suggested changing the budget by adding a line item for a facility to house the KFRTI props. Larry Pander and Eric Voss added their support of this line item being added to the budget. Discussions were had and Doug shared again that it should be ear-marked for a facility so that anyone looking at the budget

understands that the money has a purpose. Mike Roosevelt agreed that a line item should be included.

Chair Roosevelt called for a motion to amend the budget to include a \$1M line item for a facility to house the props that KFRTI have acquired over the years and continue to acquire.

____ Doug Jorgensen _____, motioned.

____ Jack Taylor _____, seconded.

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

Future Agenda Items:

Community College funding for FFI & FFII KS firefighter students – MOU's

Next Meeting:

- Director Kelly McCoy, **November 19, 2020, at 10:00am.**
- Chair Roosevelt called for a motion to adjourn.
- ____ Eric Voss _____, motioned.
- ____ Jack Taylor _____, seconded.
- Chair Roosevelt adjourned the meeting at ____ 11:55 ____ am.

Kansas Fire & Rescue Training Institute

Director's Report

August 20th, 2020

I began with Kansas Fire & Rescue Training Institute (KFRTI) on Monday, July 20th. Over the past four weeks I have met key stakeholders, all KFRTI staff and have been working to understand more clearly the existing roles and responsibilities within our unit. I am learning the systems and processes we use to train firefighters across the State of Kansas.

Each day I am gaining a deeper understanding into how best to enhance the training function across Kansas. As I have shared with each of you in a prior email, my intent is to ensure all firefighters in the State of Kansas have access to quality firefighter training. This includes Western Kansas fire departments and volunteer fire departments. At present, volunteer and mostly volunteer fire departments comprise 90.1% of Kansas' fire service (US Fire Administration).

On July 30th I attended a US Fire Administration online State Fire Training Directors meeting and it is clear the country's fire service is striving to adapt training offerings to online environments. While the fire service will always need in-person, hands-on training applications there is more we should and can do online. Kansas Fire & Rescue Training Institute is fortunate to have access to resources at The University of Kansas to help us pivot course offering to online delivery, including the Center for Online and Distance Learning (CODL). We have been using Instructional Designers from CODL to develop quality online courses for delivery across the state. We have pivoted most of Instructor I and Introduction to Technical Rescue from in-person offerings to online offerings. Fire Officer I is nearing launch. We are working to develop Fire Officer II, Instructor II, and Fire Inspector I and II for online, or hybrid offerings by the year's end.

Kansas Fire & Rescue Training Institute is going to divide the State into Training Regions using the same regions as the Adjutant General, Kansas DHS, and KSARS. This leads to consistency. We will identify key stakeholders in each region related to our mission of public safety (Emergency Managers, EMS Council members, KSAR Task Force leaders, Community College public safety coordinators, KDOT personnel, KFRTI Associate Instructors, etc.) and work to develop an annual training calendar to ensure regular course and training offerings in each region of the State.

In closing, I have worked very closely with Emily Zentner, Director of Business Services, to understand and analyze KFRTI's budget. I have chosen, for this fiscal year, to adopt the same budget as presented last year. Moving forward, my intent is to work with Fire Commission members and KU leadership to identify strategic opportunities for carry forward dollars consistent with our mission of training Kansas firefighters for Kansas communities. Kansas Fire & Rescue Training Institute has approximately 4.5 million dollars invested in vehicles, props, and equipment used to train firefighters across the State per legislative mandate. These vehicles should be housed within an enclosed garage and this is one target for carry forward dollars.

Secondly, while it is early in my tenure, I am envisioning a Kansas Fire & Rescue Training Institute Satellite site in Western Kansas, in partnership with community college, law enforcement, EMS, and other public safety agencies, including appropriate for-profit entities. This, I believe, is another strategic opportunity for carry forward dollars.

Below is a brief, bulleted list of highlights from my first month on the job:

- Beginning June 8th, following approval by KU, and per the Governor's direction regarding essential services, Kansas Fire & Rescue Training Institute is operating, following CDC, state, county, and KU safety recommendations.
- Spent a week with outgoing Interim Director, Mike Cook, before his retirement. Mike was very helpful and I appreciate his efforts in helping to bring me on board and introduce me to KFRTI.
- Meetings with several KU staff and administration (via Zoom) for new employee onboarding. This includes: IT, Finance, Public Relations and Marketing, Lifelong and Professional Education (LPE) staff and leadership, Center for Online and Distance Learning, The University of Kansas Center for Research, Inc., KU Endowment and others.
 - CODL- is staffed with Instructional Designers who have been helping us to pivot our course offerings online.
 - KU Center for Research, Inc., is critical in helping KFRTI land grant awards and to process Federal and State grants.
 - KU Endowment is aware of our needs for land and a building to house fire training equipment and props.
- Have met with all KFRTI staff, in person, to discuss roles and responsibilities.
- Have met with three Fire Commission members in person, including the Chair and Vice Chair, to discuss KFRTI and our mission. My goal is to meet all Commission members either in person or via Zoom within the next two months to listen to perspectives.
- Met, in person, Lawrence Douglas County Fire and Medical Fire Chief, Sean Coffey.
- Met, in person, Overland Park Fire Department Training Chief, Gary Wilson.
- Conducted first meeting with US Fire Administration State Fire Training Directors via Zoom, representing the State of Kansas and Kansas firefighters.
- Met, via Zoom, all community college fire science program directors and/or instructors to introduce myself and reach out in partnership to develop streamlined methods of fire certification. Students in fire science program, where possible, should gain relevant, industry certifications to enhance future employability.
- Met, in person, State Capitol Area Firefighter's Association (SCAFFA) President, Chad Lady, to discuss Annual Fire school and training opportunities for Kansas Firefighters.
- Attended, online via Google Online Meeting, SCAFFA Training Officer's Meeting.
- Attended, online, via Go To Meeting, Kansas Search & Rescue (KSAR) Advisory Group Meeting.
- Have put the finishing touches on Fire Transportation Coordinator position and hope to have it filled in the near future.

- Met, via Zoom, Charlotte Daubert, Comptroller for Kansas Insurance Department, to discuss Fire Insurance Premium tax.
- Putting the finishing touches on Qualtrics course evaluations, so each course offered by KFRTI is electronically evaluated. Students will scan a QR code and be brought the course evaluation on their smart phones.
- KFRTI has committed to join in partnership with Camp Fury to support young women in the Fire Service. At present, Camp Fury has postponed their annual camp due to COVID and we will continue working closely with them to assist in a future camp.

In closing, COVID has made beginning a new job in a new city challenging. It's challenging to develop a team, get creative and innovative, and learn a new environment while meeting most people online. Nevertheless, I am surprised. We are getting it done and will continue to give it our best effort on behalf of firefighters and communities across the State of Kansas. Thank you, Kelly McCoy, Director, Kansas Fire & Rescue Training Institute.

Certification testing, May 1 – July 31, 2020:

15 test site locations with 38 different test levels being administered to 347 students.

8 HMA
8 HMO
9 FFI
6 FFII
2 Fire Inspector 1
1 Intro to Tech Rescue
2 Fire Officer I
2 Fire Service Instructor I
38 Total Levels at 15 sites

Training, May 1 – July 31, 2020: 28 training classes with 323 students being trained.

4 Aircraft Rescue and Firefighting: Annual Training
2 Driver/Operator: Aerial Training
2 Driver/Operator: Pumper Training
4 Driving Simulator Training
1 Emergency Vehicle Driver Training – VFIS
4 Fire Fighter 1 Training
1 Fire Fighter 1 Training – Train the Trainer
1 Fire Fighter 2 Training
2 Fire Service Instructor 2 Training
3 Grain Engulfment Rescue
2 Introduction to Technical Rescue (Seminar – Part 2 Face to Face – NFPA2013)
1 Rope Rescue 1 Training
1 SCBA Fit Testing

28 Total Sessions

Certification Testing, May 1 – July 31, 2020:

93 people received their IFSAC certification in the following levels:

- 2 Driver/Operator: Aerial
- 3 Driver/Operator: Pumper
- 23 Fire Fighter 1
- 11 Fire Fighter 2
- 6 Fire Inspector 1
- 6 Fire Officer 1
- 3 Fire Service Instructor 1
- 14 Hazardous Materials Awareness
- 22 Hazardous Materials Operations
- 2 Hazardous Materials Technician
- 1 Rope Rescue Level 1

93 Total people IFSAC certified

Kansas Fire & Rescue Training Institute
FY 2021 Projected Budget
Presented to the FSTC for approval 8-20-2020

	Fire Training Funds Budget 307 funds	Restricted Fees Budget 700 funds	KU Support 099 funds
FUNDING SOURCES:			
Estimated Training Fees (Spring 2020)	\$ 789,652.26		
Estimated Training Fees (estimated - Winter 2021)	\$ 640,200.00		
General Use Fund Allocation			\$ 185,278.00
Restricted Fees - General Training Programs		\$ 80,000.00	
Restricted Fees - Certification		\$ 50,000.00	
Total Funding Available:	\$ 1,429,852.26	\$ 130,000.00	\$ 185,278.00
OPERATING EXPENDITURES:			
Salaries & Administrative Expenses			
Full-time Staff Salary & Fringe	\$ 825,000.00		\$ 185,278.00
Administrative Support	\$ 140,000.00	\$ 3,000.00	
Students	\$ 10,000.00		
Operating & Administrative Expenses	\$ 50,000.00		
Administrative Travel (not assigned to programs)	\$ 20,000.00		
Total Administrative Expenses:	\$ 1,045,000.00	\$ 3,000.00	\$ 185,278.00
Training Programs Delivery			
PT Training Coordinators Wage & Fringe	\$ 35,000.00	\$ 10,000.00	
Firefighter Training	\$ 75,000.00	\$ 40,000.00	
Fire Officer Training	\$ 10,000.00		
Technical Programs	\$ 40,000.00	\$ 20,000.00	
National Certification Program	\$ 25,000.00	\$ 50,000.00	
Instructor Development (includes Instructor Workshops)	\$ 5,000.00	\$ 10,000.00	
Annual Fire School Seminars & Conferences	\$ 10,000.00		
Community College FF 1/2 Program	\$ 20,000.00		
Vehicle Operations & Maintenance	\$ 65,000.00		
Vehicle Insurance & Maintenance Agreements	\$ 65,000.00		
Total Direct Training Expenses:	\$ 350,000.00	\$ 120,000.00	-0-
Total Operating Expenditures:	\$ 1,395,000.00	\$ 123,000.00	\$ 185,278.00
Projected Ending Balance:	\$ 34,852.26	\$ 7,000.00	\$ -
PROGRAM SUPPORT			
Carry forward balance (from prior years)	\$ 1,509,375.60	\$ 754,411.20	
Equipment Replacement & Improvement Costs:			
Training Equipment	\$ 140,000.00		
Vehicle Extrication Equipment	\$ 50,000.00		
AFG Cost Share (AFG for Pump Op Simulator)	\$ 18,000.00		
Protective Firefighter Clothing (staff)	\$ 5,000.00		
Staff Vehicle	\$ 50,000.00		
Misc. (computers, tools, equip. under \$10K)	\$ 20,000.00		
Total Equipment Expenditures:	\$ 283,000.00	\$ -	\$ -
Projected balance after expenditures	\$ 1,226,375.60	\$ 754,411.20	

KFRTI Facilities (earmarked funds)	\$ 1,026,375.60	\$ 554,411.20
Reserve for unexpected semi & prop expenses & prop replac	\$ 200,000.00	\$ 200,000.00
Total:	\$ 1,226,375.60	\$ 754,411.20

Kansas Fire & Rescue Training Institute
FY 2021 Projected Budget
 FY21 Amended FSTC Budget

	Fire Training Funds Budget 307 funds	Restricted Fees Budget 700 funds	KU Support 099 funds
FUNDING SOURCES:			
Estimated Training Fees (Spring 2020)	\$ 789,652.26		
Estimated Training Fees (estimated - Winter 2021)	\$ 640,200.00		
General Use Fund Allocation			\$ 185,278.00
Restricted Fees - General Training Programs		\$ 80,000.00	
Restricted Fees - Certification		\$ 50,000.00	
Total Funding Available:	\$ 1,429,852.26	\$ 130,000.00	\$ 185,278.00
OPERATING EXPENDITURES:			
Salaries & Administrative Expenses			
Full-time Staff Salary & Fringe	\$ 825,000.00		\$ 185,278.00
Administrative Support	\$ 140,000.00	\$ 3,000.00	
Students	\$ 10,000.00		
Operating & Administrative Expenses	\$ 50,000.00		
Administrative Travel (not assigned to programs)	\$ 20,000.00		
Total Administrative Expenses:	\$ 1,045,000.00	\$ 3,000.00	\$ 185,278.00
Training Programs Delivery			
PT Training Coordinators Wage & Fringe	\$ 35,000.00	\$ 10,000.00	
Firefighter Training	\$ 75,000.00	\$ 40,000.00	
Fire Officer Training	\$ 10,000.00		
Technical Programs	\$ 40,000.00	\$ 20,000.00	
National Certification Program	\$ 25,000.00	\$ 50,000.00	
Instructor Development (includes Instructor Workshops)	\$ 5,000.00	\$ 10,000.00	
Annual Fire School Seminars & Conferences	\$ 10,000.00		
Community College FF 1/2 Program	\$ 20,000.00		
Vehicle Operations & Maintenance	\$ 65,000.00		
Vehicle Insurance & Maintenance Agreements	\$ 65,000.00		
Total Direct Training Expenses:	\$ 350,000.00	\$ 130,000.00	-0-
Total Operating Expenditures:	\$ 1,395,000.00	\$ 133,000.00	\$ 185,278.00
Projected Ending Balance:	\$ 34,852.26	\$ (3,000.00)	\$ -

PROGRAM SUPPORT			
Carry forward balance (from prior years)	\$ 1,509,375.60	\$ 754,411.20	
Equipment Replacement & Improvement Costs:			
Training Equipment	\$ 140,000.00		
Vehicle Extrication Equipment	\$ 50,000.00		
AFG Cost Share (AFG for Pump Op Simulator)	\$ 18,000.00		
Protective Firefighter Clothing (staff)	\$ 5,000.00		
Staff Vehicle	\$ 50,000.00		
Misc. (computers, tools, equip. under \$10K)	\$ 20,000.00		
KFRTI Props & Equipment Facility	\$ 1,026,375.60		
Total Equipment Expenditures:	\$ 1,309,375.60	\$ -	\$ -
Projected balance after expenditures	\$ 200,000.00	\$ 751,411.20	

KFRTI Facilities (earmarked funds)	\$ -	\$ 551,411.20
Reserve for unexpected semi & prop expenses & prop replac	\$ 200,000.00	\$ 200,000.00
Total:	\$ 200,000.00	\$ 751,411.20