



AGENDA ACTION FORM

Consideration of a Resolution to Apply for and Receive Incumbent Worker Training Grant from First Tennessee Development District

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-303-2026
Work Session: February 2, 2025
First Reading: N/A

Final Adoption: February 3, 2026
Staff Work By: Tyra Copas
Presentation By: Tyra Copas

Strategic Focus Area: 4. Safe & Welcoming Community

Recommendation:

Approve the Resolution

Executive Summary:

If approved the City will receive reimbursement for training costs associated with fire personnel training, specifically EMT-B, EMT-A, and Firefighter Training I and II via an Incumbent Worker Training (IWT) Grant from First Tennessee Development District (FTDD).

The First Tennessee Development District (FTDD) recently opened grant applications for December 15, 2025 – June 2026 for Incumbent Worker Training, which supports training for staff who have been employed for at least 6 months and who's job requires upskilling or additional credentials. The program reimburses employers for eligible training expenses, wages, and/or other training related expenses.

This grant would reimburse training costs associated with our required **EMT-Basic, EMT-Advanced, and Firefighter Training level I and II** for the period **December 15, 2025 – June 30, 2026**. The initial award amount is **up to \$24,360**.

Ensuring our employees have the required credentials and training needed to meet job demands is essential to their safety and to maintaining the high level of service we provide for our citizens. This grant will help offset fire training costs currently funded through the general fund and will enable the Fire Department to either train more personnel or reallocate funds to other operational needs.

The grant **does require a 50% match (\$12,180)**, and can be met by the employees' wages during training and the wages of their backfill while attending the training. Therefore, **no additional cost** will be incurred by the City.

Attachments:

Resolution
Contract

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—