

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes August 19, 2014

The meeting was called to order at 6:00 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Crowley and Commissioners Risley, Brackett and McDonald were present.
Commissioner Kingston was absent.

AWARDS & RECOGNITION – Scott Garrett- 25 years of service
Jason Gaubert- 10 years of service

Chief Kaufmann stated that the interviews are complete and Bobby Worchel was selected for Chief of Administration, effective September 1.

APPROVAL OF MINUTES

Commissioner Brackett made a motion to approve the minutes of the June 17 and June 25, 2014 meetings. Commissioner Risley seconded the motion. The motion carried unanimously.

OLD BUSINESS - (none)

NEW BUSINESS –

A) Chief's Report-

- 1.) **Bid Opening- Temporary Housing** – Chief Kaufman stated that no bids were received. He recommend using it as temporary quarters for Station 18, at the Training Facility.
- 2.) **Communications- Rodney Hart-** Mr. Hart was asked to attend to provide an update on the 911 Communications Center. Mr. Hart stated that a few changes have taken place over the past few weeks. He stated that in July, a Resolution was passed indicating the intent to build a facility. He also stated that they have sought bond counsel, and they are in the process of selecting a municipal advisor to proceed with fund borrowing. Mr. Hart stated that they are part of the Parish's master plan for the property on Hwy. 434. He further stated that they should finalize the selection of the architect in the very near future and then discussions will begin with the participating agencies and they will try to acquire Inter-governmental Agreements (commitments).

Chief Kaufmann inquired as to whether there have been any discussions about the operational, or reoccurring, costs to the agencies that will participate. Mr. Hart stated that 911 will cover what is mandated by Legislative law (facility, facility maintenance, necessary equipment, etc.). Mr. Hart stated that once inside the building, the layout will be set based on how the agencies agree to conduct business.

Chief Kaufmann asked, with regards to our department, if we would have to pay rent for our Supervisor to have an office. Mr. Hart responded, stating that it would be part of the layout.

Commissioner McDonald asked if the time frame was still 18-24 months. Mr. Hart stated that after speaking with architects, the cost of business goes down with a 20-24 month time frame. He further stated that there is a 12-15 month time frame with Motorola.

Commissioner McDonald stated that we funded our 2015 "Operating" account with some "Capitol" funds designated for the 911 Center. He wanted to make sure that it was a guarantee that this project was going forward, before approving the 2015 budget. Mr. Hart stated that this would be done in the Inter-governmental agreement.

Bobby Worchel stated that the new 911 system and the radio system are almost identical to what we are currently using; therefore, not as much training will be necessary for our employees.

- 3.) **Workshop for 2015 Budget Draft-** It was determined that a Special meeting would be held on August 25, at 6:30 p.m. for the health insurance renewal.

Chief Kaufmann requested that consideration be given for a budget workshop to be held, in order to finalize the 2015 budget.

- 4.) **Station/ Bldg. Update-** Chief Kaufmann stated that Station 14 is complete and we will be moving the temporary housing out. He further stated that we will have a Grand Opening once settled in.

Chief Kaufmann stated that the slab has been poured for the Multi-Purpose Bldg. and the building has been ordered.

Station 18- Chief Kaufmann stated that we are working with the Army Corps of Engineers on a wetland determination. Chief Kuhn stated that a permit has been filed with the Corps and we are currently waiting on a surveyor to provide a final drawing with elevation and cross elevation views.

Chief Kaufmann stated that with regards to Central Station, we have discussed tearing down and rebuilding a raised station at the same location. This location is optimum with the PIAL rating.

Chief Kaufman stated that we will continue to move forward in looking for property, off Robert Rd., for the relocation of Station 13.

Chairman Crowley inquired into how, from a budget standpoint, we will financially sustain paying the firefighters, etc. and are operating at over 35 mills. Chief Kaufmann stated that with the oversight on the new growth, the next twelve months will give us a much better idea of where we will stand. Additionally, we can take a different approach with Capital Improvements by obtaining tax certificates. Chief Kaufmann also stated that we will need to focus on getting the parcel fee renewed next year.

Chairman Crowley stated that currently, we do not have an avenue to collect more money than what we're spending. He further stated that he does believe that we will realize an increase, potentially in ad valorem, but is hesitant to commit to a dollar amount, in the out years, where we put ourselves in a position that we are not sustainable. Chairman Crowley stated that he is in favor of all that has been discussed, but we need to make sure it's done correctly, and not hurt ourselves.

Commissioner McDonald inquired into the raising of Central Station, instead of relocating it to Fremaux which would allow for better protection in Kingspoint Subdivision. Chief Kaufmann stated that PIAL also recommended a station be built on Shortcut Hwy. Chief Kaufmann further stated that with regards to a cost savings with relocating Central, he's not convinced that it is the best decision for us..

- 5.) **Public Campaign-** Chief Kaufmann stated that we will be conducting a foam demonstration on August 22, at 10:00 a.m., at the Training Academy. He further stated that the public campaigns are a great way of demonstrating to the public the way we provide fire services.
- 6.) **Maintenance Report-** Chief Kuhn reported that there approximately 80 outstanding work orders (minor repairs). He also stated that two of the reserve apparatus are in need of brake jobs, as well as Ladder 16 being at Ferrara for minor repair (outrigger pin). He further stated that upon purchasing a lift, and completion of the Multi-purpose Bldg., we will be able to perform most of the maintenance ourselves.

Chief Kuhn reported that he will be flying out Sept. 3 to conduct a final inspection on the Ladder truck and it should be here for the next Board meeting. Additionally, Ferrara is still addressing some issues with the Haz Mat truck; however, it should be ready by the 28th.

- 7.) **General Comments-** Gary Jones, Jr., PIAL coordinator, has begun an internal assessment in an attempt to provide relief to the taxpayers by reducing their insurance rating,

Gary addressed the issue of the Station 11 move, stating that it was for Ladder response. He stated that Fremaux was the perfect location; however, when considering future growth, its current location is ideal. Additionally, the next recommendation will likely be to have a fire station on Hwy.190, near the rock climbing facility, after Station 13 and 18 are complete.

Gary stated that we have been meeting with our PIAL consultant annually and it was determined that we needed to improve on documentation. He stated that they have begun importing everything into Firehouse and utilizing it as the main source for documentation.

Gary advised that he would provide a PIAL package which will include the basic knowledge of PIAL, as well as show the requirements of what we need to abide by.

Chief Kaufmann stated that over the past few months, we have worked on the health insurance plans and renewal process. He stated that we have looked at the current plans, as well as are trying to be creative with plans, going forward.

Don Massad stated that based on our Medical Loss Review (MLR), Humana's initial renewal was a 34.2% increase; it was reduced to 28%. Additionally, he stated that the 2012 annual savings (trend increase) was approximately \$77,000 and approximately \$ 54,000 in 2013.

Don stated that the reduction to 28% was with the option to add a fourth plan at a 10% increase (Ochsner HMO version to plan 2). Additionally, he stated that United has agreed to provide a quote for Jan. 1.

Don stated that of the 28% increase, 11.35% is new taxes and fees. He also provided the Board with the "Current and "Renewal" plans for Humana vs. BlueCross and United Healthcare, as well as the providers for the Ochsner HMO network.

Don reported that there was a 4% increase in the dental, and no increase for vision or life.

Commissioner Brackett made a motion to accept the Chief's report. Commissioner Risley seconded the motion. The motion carried unanimously.

B.) PMI Report

- 1. Employee Benefits**
 - a.) 2015 Insurance Renewal- Update**
- 2. Human Resource-**
 - a.) 2014-020: BOC Resolution (Commissioner FP Officers) - (Postponed)**
- 3. Payroll**
- 4. FRS (Firefighters Retirement System) -** Mr. Waniewski stated that in the future, the ER contribution should begin decreasing
- 5. VFIS Special Risk Insurance & LWCC-**
 - a.) VFIS Crime Coverage: Background Checks (Cash handling & signature authority) – Update, Outstanding parties**
 - b.) VFIS Station 14 (Building Evaluation Form)**

Commissioner McDonald made a motion to accept the PMI report. Commissioner Risley seconded the motion. The motion carried unanimously.

- C) DiGiovanni & Associates, CPA's, L.L.C-** Mr. DiGiovanni discussed the financial report.

Commissioner Risley made a motion to accept the financial report. Commissioner Brackett seconded the motion. The motion carried unanimously.

D) Attorney's Report-

- 1.) FRS LMA Mediation Settlement:** The first of three payments was delivered to FRS
- 2.) Land/ Bldg. Update-** (discussed above)
 - Multi- Purpose Bldg.-** (discussed above)
- 3.) Children of Fallen Firefighter's Fund-** Attorney Ingram stated that the request, from Ms. Cora Reilly, was specifically for Children of a Fallen Firefighter. He additionally stated that the pleadings did not specify St. Tamman y Fire Dist. #1; however, the check was sent to us and it was made payable to our department, so it has been deposited into our account. He further stated that he would be meeting with Terry Hand and Neil Hall to determine how this will be handled

Attorney Ingram reported that he delivered the millage documents to the Assessor's Office and it appears that we successfully followed the procedures; however, the Legislative Auditor has not yet confirmed it.

Attorney Ingram stated that municipalities and law enforcement agencies have recently come under a great deal of scrutiny as the result of the issuance of badges, credentials, etc. It was

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determined that we would send letters to former Commissioners requesting that they not carry any badges or credential.

Commissioner McDonald made a motion to accept the Attorney report. Commissioner Brackett seconded the motion. The motion carried unanimously.

Commissioner Brackett made a motion to adjourn. Commissioner Risley seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:24 p.m.

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