

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes March 18, 2008

The meeting was called to order at 5:33 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Kline and Commissioners Davis, Rich, Risley and Williams were present.

**APPROVAL OF MINUTES-** *Commissioner Risley made a motion to approve the minutes of the February 19, 2008 regular meeting. Commissioner Davis seconded the motion. The motion carried unanimously.*

#### OLD BUSINESS-

**1. Agent of Insurance- Resolution 2008-006 (under PMI report)**

Don Massad, Mark Waniewski and Chief Kaufmann gave presentations (limited to 5 min. discussion)

Don Massad- Mr. Massad wanted to address the concerns that he was made aware of regarding the last renewal. He commented on the privilege of working with the department and respects any decisions if changes are made.

Mr. Waniewski- Mr. Waniewski commented on the friendship between Don Massad and himself. He stated that they work very well together. His concerns were having a “one stop shop” and having the ability to work one on one with Chief Kaufmann and the ability to do direct application.

Chief Kaufmann- Chief Kaufmann wanted to clarify that it was his recommendation to have PMI as our agent. He commented on the unsatisfactory rate increases which were proposed and the delayed timing of receiving quotes.

Commissioner Williams asked Mr. Massad if he would like the opportunity to respond to the discussions. He acknowledged the opportunity and stated that there was nothing he could do to expedite receiving insurance quotes.

Commissioner Rich commented on the savings the department has incurred and that the Massad Group specializes in insurance. He suggested remaining with the Massad Group.

*Commissioner Rich made a motion to vote on Resolution 2008-006. Commissioner Risley seconded the motion. The motion carried unanimously. The vote was as follows:*

*4 nays*

*0 yeas*

#### NEW BUSINESS –

**A) Chief’s Report-**

- 1. Swear in new hires-** Chief Hess swore in Firefighters Brian Bilich and Jason Bannister.

2. **Polycom- bid opening-** Attorney Troy Ingram recommended that this be tabled so that the specs can be reviewed.

*Commissioner Davis made a motion to table the approval of the bids, pending Bobby Worchel's review. Commissioner Risley seconded the motion. The motion carried unanimously.*

3. **Unit Citations (E11, R11 and E16)-** Chief Hess recognized the following for rescue efforts on the Hwy.11 bridge:

*Fire Operator Kelly Williams* of Rescue 11 (he was also recipient of an Award of Valor and Firefighter of the Year.

*Fire Operator Ricky Pyke* of Engine 11 (absent)

*Firefighter Marc Jaubert* of Engine 16

*Fire Captain "Buck" Kleck* of Engine 11

*Fire Operator Frederick Eisemann* of Engine 16

*Fire Captain Tony Lowe* of Engine 16 - Chief Hess commended him for his outstanding incident command on the scene

*Captain Gil Berkins* of Rescue 11 (absent)

*Firefighter Russell Rogers* of Engine 11 (absent)

4. **Service Recognitions-** Chief Hess recognized the following "Years of Service" recognitions:

*Information Technology Officer Bobby Worchel- 20 years of service*

*Captain Robert Dudenhefer- 20 years of service*

*David Smith- 20 years of service-* Chief Hess further commented on Captain Smith never missing a day off from being sick.

*Commissioner Davis made a motion to accept the Chief's report. Commissioner Williams seconded the motion. The motion carried unanimously.*

## **B) PMI Report-**

### **1. Employee Benefits-**

- a) **Group Dental, Life & Voluntary LTD- Effective April 1, 2008**
- b) **BOC Resolution: 2008-006: Appoint Risk Solutions as Agent of Record (AOR) for employee benefits-** (see "Old Business")

### **2. Human Resources-**

- a) **Promotional Standards and Qualifications- (Extension to July 2008)**
- b) **Promotional Standards and Qualifications- Development of Class Plan for Non-suppression career disciplines**

- c) **BOC Resolution: 2008-007: Review & Number established resolutions (2005)**

*Commissioner Risley made a motion to approve Resolution 2008-007. Commissioner Williams seconded the motion. The motion carried unanimously.*

- d) **Voluntary/ Supplemental Duties (OT pay) v. Fixed “fee based” Compensation- Duty/Fee Schedule- still in progress**
- e) **BOC Resolution: 2008-008: Vacation “buy back” add two (2) E.A.L. (Earned Annual Leave) days to existing program (ref: BOC Resolution 2004-018)**

*Commissioner Williams made a motion to adopt Resolution 2008-008. Commissioner Davis seconded the motion. The motion carried unanimously.*

### 3. Payroll-

#### 4. FRS (Firefighters’ Retirement System)

- a) **FRS Back Pay Audit- pay off balance (outstanding)**
- b) **FRS 2006- Outstanding audit acknowledgement (filed as not in agreement with FRS determination)**
- c) **Response: FRS Letter 01/15/08- 17.2% Valuation v. 900K payment- have not heard back from FRS**

#### 5. VFIS Special Risk Insurance & LWCC

- a) **VFIS- Receipt of offer of Conditional Renewal- there has been a strong consideration on the process for removing the “Consent to Rate” for commercial auto.**
- b) **VFIS- Recognized list of Volunteers- 18 volunteers**

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

### C) DiGIOVANNI AND ASSOCIATES, CPAs LLC-

Mr. DiGiovanni discussed the financial statement.

*Commissioner Rich made a motion to accept the financial report. Commissioner Williams seconded the motion. The motion carried unanimously.*

### D) ATTORNEY’S REPORT

- 1. **Executive Session- discuss pending litigation-** Attorney Troy Ingram requested that the agenda be amended to reflect “potential” litigation.

*Commissioner Davis made a motion to amend the agenda to reflect executive session to discuss “potential” litigation. Commissioner Risley seconded the motion.*

Furthermore, Mr. Ingram received a written petition concerning the fitness and/or possible removal of a board member. Due to the timing in receiving the correspondence, Mr. Ingram requested that the agenda be amended to reflect discussion of this matter in executive session.

3/18/08

***Commissioner Risley made a motion to amend the agenda to reflect another issue in executive session to discuss the fitness and/or possible removal of a board member. Commissioner Williams seconded the motion. The motion carried unanimously.***

***Executive Session convened at 6:20 pm. The meeting reconvened at 7:29 pm.***

***Mr. Ingram asked that a vote be tabulated and counted as to whether or not absence from 3 (three) consecutive board meetings, in this particular situation, constitutes the removal of a board member. After polling the commissioners, the vote was:***

***Nays- 3***

***Yeas- 1***

***Commissioner Williams made a motion to adjourn the meeting. Commissioner Davis seconded the motion. The motion carried unanimously. The meeting adjourned at 7:31 p.m.***

Respectfully submitted,

By:

Cheryl Gross