

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes August 16, 2011

The meeting was called to order at 5:34 p.m.

The pledge of allegiance and prayer were given.

Roll Call: Chairman Kline and Commissioners Rich, Davis and Kingston were present. Commissioner Risley was absent.

APPROVAL OF MINUTES-

Commissioner Davis made a motion to approve the minutes of the July 19, 2011 meeting. Commissioner Rich seconded the motion. The motion carried unanimously.

OLD BUSINESS- (none)

NEW BUSINESS -

A) Chief's Report-

a.) Awards and Recognitions-

- Firefighter Jason Gaubert **Medal of Honor (Award)**
- Deputy Chief Bill McInnis 30 yrs. of service (**Award**)
- Communications Officer Randy Ward 25 yrs. of service
- Chief of Training Steve Billman 20 yrs. of service
- Fire Prevention Officer Keith Estes 20 yrs. of service
- Fire Prevention Officer Phillip Rodriguez 20 yrs. of service
- Training Captain Eric Abney 20 yrs. of service
(Honor Guard Function National 911 Flag Juno, Alaska)
- Captain Kenneth Sanders 20 yrs. of service
- Captain Bruce Warren 20 yrs. of service
- Captain Brent Dupuis 20 yrs. of service
(Attending Instructor I&II MSFA)

Chief Hess swore in Firefighter Emmitt Hyde.

- b.) **The Massad Group- 2012 Health Insurance Renewal-** Don Massad presented the grand recap for the insurance renewal, effective October 1. This presentation included the request for proposals process, historical rate reviews, annual renewal recap, medical loss ratio reports, insurance renewal quotes (BlueCross, Coventry, United Healthcare and Humana) and benefit enrollment guide.

Chief Hess reiterated the cost avoidance practices that the department has in place.

Mr. Massad explained that Humana has a Wellness program that is offered, at no cost.

- c.) **Firefighter Frich-** Firefighter Frich thanked Chief Hess and the Board of Commissioners for allowing the members to speak out on issues involving their careers. Firefighter Frich read a letter

based on salary items that could potentially be reduced and the impact it will have on him, as well as the other members of the department.

- d.) **Fire Operator Morris-** Fire Operator Morris read a letter to the Board, essentially stating that the Board has chosen to operate at a millage that is lower than what the voters approved, therefore, resulting in budget cuts and potential salary reductions.
- e.) **Fire Operator Willis-** (not present)
- f.) **Union Representative-** Union President Chad Duffaut stated that times are hard and employees are living paycheck to paycheck and it doesn't appear that it will get any better. He asked the Board to please consider not making any cuts, to benefits and pay, and to absorb the cost increases (insurance and any other cuts being considered.)

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

B) PMI Report-

1. Employee Benefits

- a.) **Massad Agency- Benefit Renewal Recap**
- b.) **Major Medical Renewal- Effective 10/1/2011 (6.5% Increase Alternative 1)**
- c.) **Dental Insurance Renewal- Effective 10/1/2011 (7.9% Increase)**
- d.) **Life Insurance Renewal- no change**

2. Human Resource

- a.) **2011-008: BOC Resolution (Referred to Civil Service (OSE))**
- b.) **2011-009: BOC Resolution (Referred to Civil Service (OSE))**
- c.) **2011-011: BOC Resolution (Relocate Public Meetings to the Towers)- pending**
- d.) **Employee Handbook Revisions- in process**
- e.) **2011-021: BOC Resolution (Major Medical Insurance Renewal- Draft) - Mr. Waniewski discussed the renewal rate increases and cost breakdowns.**

Commissioner Rich made a motion to adopt Resolution 2011-021, relating to the renewal of District sponsored group employee benefits. Commissioner Kingston seconded the motion. The motion carried unanimously.

- f.) **2011-022: BOC Resolution (Deductible Offset- Draft)**

Commissioner Rich made a motion to adopt Resolution 2011-022, relating to the continuance of expense offset fund for District sponsored employee benefits. Commissioner Davis seconded the motion. The motion carried unanimously.

- g.) **2011-023: BOC Resolution (EE Contribution Rate- Draft)**
- h.) **2011-024: BOC Resolution (Retiree Contribution Rate- Draft)**

Commissioner Davis made a motion to table Resolutions 2011-023 and 2011-024. Commissioner Kingston seconded the motion. The motion carried unanimously.

3. Payroll

- a.) **2012 Budget Forecast (Rolling 5 years forecast)**

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)**

5. VFIS Special Risk Insurance & LWCC

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

C) DiGiovanni & Associates, CPA's, L.L.C-

Mr. DiGiovanni discussed the financial report.

Mr. Waniewski explained the holdover/overtime pay concept. We are currently in the process of correctly allocating the overtime to reflect "Holdover pay" vs. "Overtime other". Mr. Waniewski stated that the addition of the \$36,000.00 to eliminate the "brownout" of Station 13 is currently not reflected in the budget, but will be added when the budget is revised.

Chief Hess discussed the excess spending in equipment maintenance repairs, stating that we have to get a handle on better formalizing our mechanical reliability program, as well as the issues leading to the failures that have to be fixed.

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

- D) Attorney's Report-** Mr. Ingram reported, with respect to the CVS, a Resolution will need to be drafted to amend the previous Resolution 2010-007 for the surplus of the Brownsitch property.

Commissioner Kingston made a motion to approve the Attorney's report. Commissioner Davis seconded the motion. The motion carried unanimously.

Commissioner Kingston made a motion to adjourn. Commissioner Davis seconded the motion. The motion carried.

The meeting adjourned at 7:02 p.m.