

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes September 16, 2014

The meeting was called to order at 6:02 p.m.

The pledge of allegiance and prayer were given.

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

**AWARDS & RECOGNITION** – Chief Kaufmann swore in new hires Justin Brandner, Michael Carrasco, John Fourcade, Christopher Darby, James Hall, Justin Mitchell, Cody Moore, and Joseph Spiers.

Chief Kaufmann swore in Bobby Worchel as Chief of Administration.

David Kuhn- 35 years of service

#### APPROVAL OF MINUTES

*Commissioner Brackett made a motion to approve the minutes of the August 19 and August 25, 2014 meetings. Commissioner McDonald seconded the motion. The motion carried unanimously.*

**OLD BUSINESS** - (none)

**NEW BUSINESS** –

#### A) Chief's Report-

- 1.) **2014 Budget Revision** – Chief Kaufmann handed out the revised 2014 proposed budget and advised that the deficit has been reduced by approximately \$500,000. These cuts were done based on the completion of projects or training for 2014. Additionally, there were adjustments made to reflect revenue increases, in excess of what was budgeted, for the LWCC Dividend check and interest income. He further stated that the 2015 budget included the amounts necessary to sustain. Chairman Crowley stated that he has a huge concern with the parcel fee re-election coming up and fears the situation that we will be faced with in the event that it doesn't pass (3 mills worth of funding). Chief Kaufmann stated that he would like to interview campaign consultants to determine if he will recommend this concept going forward for the renewal of the parcel fee. Chief Kaufmann further stated that he feels that between the public outreach and PIO improvements that the public has a great understanding of what we do.
- 2.) **Workshop Dates for 2015 Budget Draft** – Chief Kaufmann requested that the Board pick some dates for a 2015 budget workshop. He further stated that the 2015 draft includes the future years for sustainability.

Commissioner McDonald inquired as to whether we considered having the parcel fee election in December. Chief Kaufmann stated that he would like to interview consultants and see what they recommend.

- 3.) **Station/ Bldg. Update-** Chief Kuhn stated that he has been working with the Corps and J.V. Burkes on the wetland determination for Station 18. He further stated that mitigation needs are unknown at his point.

Chief Kaufmann stated that we have moved in to Station 14 and we are going to relocate the temporary housing and have the landscaping done.

- 4.) **Public Campaign-** Chief Kaufmann stated that we have been conducting the Citizen's Academy for the past few weeks (5 participants) and the feedback has been phenomenal. The final live burn will be conducted on September 20, at the Training Academy.
- 5.) **Maintenance Report-** The 75' Ladder truck and Special Operations truck were not delivered as expected.

Chief Kuhn reported that following apparatus are in need of repair:

RE2- needs new steering gear boxes.  
Ladder 1- outrigger seal and leaking pump seal  
RE1- front end brake job

- 6.) **Paramedic Incentive Program-** Chief Kaufmann requested that the Board approve the recommended revision to the Paramedic incentive. Currently, the incentive is received upon successful completion of the class and certification process. The class is a yearlong class, and the challenge is not being able to work a second job. In an effort to make the program more appealing, Chief Kaufmann requested initiating the incentive upon enrollment of the program. Chief Kaufmann stated that if the employee does not complete the program, or terminates employment, the funds would be repaid.
- 7.) **Assessor Parcel Fee / Tax Roll Fee-** Chief Kaufmann stated that the Assessor sent out a package to each taxing body that has a special millage or fee on the tax roll. By law, they have the authority to impose a fee to the taxing bodies for anything outside of a regular millage. Chief Kaufmann stated that it will cost approximately \$25,000 to \$30,000 to have the parcel fee on the tax roll. Additionally, we pay the tax collector (Sheriff's Office) 7% of the collections.
- 8.) **Healthcare Enrollment Update-** Chief Kaufmann stated that the enrollment information was sent out before enrollments took place in an effort to be pro-active. There were 10 enrollment meetings held, including a spouses meeting. The HMO plan that was offered was a creative and good option and many employees are considering that option, as we are waiting for an updated list of doctor's that will be approved for that plan. Chief Kaufmann requested, in the event that enough employees do choose that option, or move to Option 2, that the district consider absorbing the increase for the remainder of the year.
- 9.) **Slidell Firefighter's Association- William Dekemel-** Mr. Dekemel requested that if there is money left over after plan changes, that the Board consider taking up the increase. He further stated that there was questioning into why it wasn't taken up, if we did have the money.

Chairman Crowley stated that after the discussion, the decision was the potential to pick up what is left, once the impact of the HMO is determined, as well as any money that is adjusted.

Commissioner McDonald stated that the administration did absorb part of the cost.

**10.) General Comments-** Chief Kaufmann stated that we are continuing to work on the PIAL plan.

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

**B.) PMI Report**

**1. Employee Benefits**

**a.) Open Enrollment: 09/08-10/ 2014**

**2. Human Resource-**

**a.) 2014-020: BOC Resolution (Commissioner FP Officers) - (Postponed) –**  
Commissioner Brackett inquired as to why this Resolution keeps getting postponed. Chief Kaufmann stated that he is not prepared to propose it for a vote.

*Commissioner McDonald made a motion to move the Resolution from postponement. Commission Brackett seconded the motion. The motion carried unanimously.*

*The Resolution died due to lack of a motion and second.*

**b.) 2014-027: BOC Resolution (Employee Benefits Renewal) – Amended**

*Commissioner Brackett made a motion to adopt Resolution 2014-027, Relating to the Renewal of District Sponsored Group Employee Benefits for District No.1. Commissioner McDonald seconded the motion. The motion carried unanimously.*

**c.) 2014-029: BOC Resolution (Retiree Benefit Contribution) – Amended**

*Commissioner McDonald made a motion to adopt Resolution 2014-029, Relating to the Continuance of Retiree Contributions for District No. 1 Sponsored Employee Benefits. Commissioner Brackett seconded the motion. The motion carried unanimously.*

**d.) 2014-031: BOC Resolution (Plan 4 “HMO Contributions) – Record Keeping**

*Commissioner McDonald made a motion to adopt Resolution 2014-031, Relating to the Districts Contribution to Option 4 Major Medical HMO Plan for District No.1. Commissioner Brackett seconded the motion. The motion carried unanimously.*

**e.) 2014-032: BOC Resolution (Plan 2 4<sup>th</sup> Qtr. Increase Freeze) – Record Keeping**

*Commissioner Brackett made a motion to adopt Resolution 2014-032, Relating to the Employee Insurance Benefits Restricted Fund for District No.1. Commissioner McDonald seconded the motion. The motion carried unanimously.*

**f.) 2014-033: BOC Resolution (Major Medical Benefit Waiting Period)**

*Commissioner Brackett made a motion to adopt Resolution 2014-033, Relating to the Benefit Waiting Period for District No.1 Sponsored Employee Benefits. Commissioner McDonald seconded the motion. The motion carried unanimously.*

**g.) 2014-034: BOC Resolution ( Post Revised 2014 Budget)**

*Commissioner McDonald made a motion to adopt Resolution 2014-034, Relating to the Posting of the 2014 Revised Budget for District No.1. Commissioner Brackett seconded the motion. The motion carried unanimously.*

**h.) 2014-035: BOC Resolution (Freeze EE Dental Insurance Contribution)**

*Commissioner Brackett made a motion to adopt Resolution 2014-035, Relating to the Employee Contributions for District No.1 Employee Sponsored Benefits. Commissioner McDonald seconded the motion. The motion carried unanimously.*

**i.) 2014-036: BOC Resolution (RFP Tools)**

*Commissioner Brackett made a motion to adopt Resolution 2014-036, Relating to the Request for Proposal for Tools for District No.1. Commissioner McDonald seconded the motion. The motion carried unanimously.*

**j.) 2014-037: BOC Resolution (Radio Project Suspended Funding)**

*Commissioner Brackett made a motion to adopt Resolution 2014-037, Relating to the Request to Suspend Funding for Radio Project for District No.1. Commissioner McDonald seconded the motion.*

Chief Kaufmann stated that the reason for this recommendation is that we already have \$200,000 in the account and the funding for the project has changed. We will pick it back up in 2017, as he doesn't feel that there is a need to fund that account for 2015 and 2016.

Commissioner McDonald inquired as to when the first payment is due, and what the annual payments will be. Chief Worchel stated that the first payment is approximately \$100,000. He further stated that it scales up, over a course of three years, to approximately \$150,000.

Chairman Crowley suggested that we continue to fund the project.

*The motion carried with Commissioner McDonald and Chairman Crowley voting in favor of the Resolution. Commissioner Brackett voted against it.*

**k.) 2014-038: BOC Resolution (Paramedic IP & Contract)**

*Commissioner McDonald made a motion to adopt Resolution 2014-038, Relating to the Request to Approve the Paramedic Incentive Pay & Contract for District No.1. Commissioner Brackett seconded the motion.*

Commissioner McDonald inquired as to whether the funds have been allocated for this increase. Chief Kaufmann stated that there are two people budgeted each year for this; however, we have not had anyone enroll in the program for the last two years.

*The motion carried.*

**3. Payroll**

**4. FRS (Firefighters Retirement System)**

**5. VFIS Special Risk Insurance & LWCC-**

**a.) LWCC- Renewal 11/01/2014**

**b.) VFIS Station 14: Replacement Cost vs. Increase Limits-** Chief Kaufmann stated that the replacement value is at 1.2M

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

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

With regards to the negative variance for the parcel fee, Chief Worchel advised that he inquired as to how many parcels are in Fire District #1, and the Assessor advised that he could only provide the number of people who pay the parcel fee.

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

**D) Attorney's Report-**

**1.) Parcel Fee-** (discussed above)

**2.) RFP for Hand Tools & Equipment-** Attorney Ingram advised that in order to be in compliance with advertising requirements, we will need to either reschedule the regular meeting or have a special meeting to accept the RFP's. It was determined that a Special Meeting will be held on October 27.

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

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

***The meeting adjourned at 7:40 p.m.***