

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes May 17, 2016

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

The prayer and pledge of allegiance were done.

ROLL CALL: Chairman Crowley and Commissioners Hoying, Rich and Gay were present.
Commissioner Brackett was absent.

AWARDS & RECOGNITION-

Chief of Training- John Bauer was sworn in as Chief of Training

Years of Service

- **5 Years of Service-** Emmett Hyde

Firefighter Combat Challenge- Chief Kaufmann stated that the department put a Firefighter Combat team together (Tony Scharenbroch, Jason Bannister, Richard Carter and Brady Lee). At their recent competition, they qualified for the 2016 World Event, to be held in Montgomery, AL.

Chief Kaufmann stated that we also do a “kid” Firefighter challenge at the Fit As A Firefighter camp.

LJ Relle- City of New Orleans EMS- Chief Kaufman stated that he, Chief Kuhn and some of the Paramedics attended a cadaver class in New Orleans. This class taught techniques to improve efficiency while in the field.

Chief Kaufmann read a letter, from Mayor Mitch Landrieu, who recognized Paramedic Relle for coordinating, teaching and advocating the course.

Burn Tower- Chief Kaufmann recognized Pat McCloskey, Tim Sanford and Gary Jones, Jr. for providing the carpentry labor for the construction of the burn/smokehouse prop.

Chief Kaufmann stated that he received a letter from Richard Artigue, Slidell Airport Director, who thanked the department for its swift actions to assist with the tragic plane accident that occurred on April 19, 2016. He further stated, “The efficiency, with which your firefighters displayed coordinated emergency efforts with the assisting law enforcement, ambulance, and civilians, was a true sign of brotherhood.”

APPROVAL OF MINUTES

Commissioner Gay made a motion to approve the minutes of the April 19, 2016 meeting. Commissioner Rich seconded the motion. The motion carried unanimously.

Personal recording devices are welcome in every meeting for FD1; however, they will be maintained in the possession of the individual that owns the recorder to remove any liability from FD1 of any unintended or accidental mishaps with their recorders during any of the meetings.

OLD BUSINESS –

- a.) **Station 18- Change Order-** Chief Kaufmann stated that the building is approximately 65-70% complete. Chief Kaufmann stated that there was one issue with the dirt work, based on the specifications and soil testing, which resulted in a change order. We had an approximate \$20,000 charge for excavation; however, we had an offset of approximately \$10,000 to reduce the change order. Chief Kaufmann stated that he met with the architect and contractor, and Mr. McMath (contractor) has given us a \$5,500 credit on “general services”, as this was not a budgeted expense.
- b.) **Station 13/ HQ- Architect Update-** Chief Kaufmann stated that we pursued a second option, which did not work out. We will move forward with setting up internal interviews with the five architectural firms that were selected through the RFQ process.

NEW BUSINESS –

1. Chief’s Report

- a.) **Headquarters Relocation- Discussion** – (discussed above)
- b.) **Public Campaign-** Chief Kaufmann stated that with the busy scheduled weekend festivals etc. we will do an “Open House” at all of the station locations, in June.
- c.) **Operations Report-** Chief of Operations Kuhn discussed the “Operations” report (April) which covers YTD call totals, Hydrants Inspected, NFIRS Incidents, Dollar Loss/ Dollar Save (by Station location), Average Response Time (by Station) and EMS Call Type and Number of Incidents.
- d.) **Maintenance Report-** Chief of Operations Kuhn discussed the “Maintenance” report (April) which covered preventative maintenances (currently behind on 13 apparatus PM’s) and major repairs performed. A proposal for an additional maintenance position will be presented for 2017.
- e.) **Fire Prevention Report-** Chief of Fire Prevention Officer Duffaut discussed the monthly “Fire Prevention” report (April) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.

Chairman Crowley requested that a cost analysis be done to compare the costs of a new maintenance employee vs. the cost of outsourcing the PM’s.

- f.) **Training Report** – Chief of Operations Kuhn discussed the “Training” report (April) which included Classes, Certifications and Revenues.

g.) General Comments

- 2017 Budget Discussion- Chief Kaufmann stated that we had our first budget workshop on May 9, with Commissioners Rich and Gay in attendance. Another meeting, with “IT” and “Training” budget stewards, will be scheduled.
- Millage Roll Forward- (possibly change meeting in July due to posting requirements) – discussion under “Attorney” report.

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

2. SFFA (Slidell Firefighters Association)

- **MDA Golf Tournament-** Union President Dekemel stated that approximately \$5,000 was raised, for MDA, at the golf tournament
- **Membership Update-** Union President Dekemel stated that three new members were newly elected in to the Union. There are currently 121 members.

Union President Dekemel stated that the Union provided the food for the Mass Casualty class (3 days).

3. PMI Report

- a.) **Employee Benefits – (none)**
- b.) **Human Resource**
 - 1) 2016-024: BOC Resolution (Negotiate Real Estate Offer (E. Gause))- Record Keeping
 - 2) 2016-025: BOC Resolution (Approve Deferred Compensation Provider)

Commissioner Rich made a motion to adopt Resolution 2016-025, Relating to the Approval of AXA as the Deferred Compensation Provider for District No.1. Commissioner Gay seconded the motion.

Mr. Waniewski introduced Mr. Wes Roan, representative from AXA, stating that after doing benefit comparisons, AXA was the most competitive. Mr. Waniewski further stated that the comparison was given to Commissioner Rich for his review. Mr. Rich confirmed that for the same cost, AXA will provide a better service. He further stated that this is a great program and wished the participation was greater.

Union President Dekemel stated that when Chief Kaufmann and Mr. Waniewski presented this to him, he had brought another option to the table, however, due to not all members being in the Union, it restricted members from eligibility. Mr. Dekemel stated that at the previous Union meeting, a Resolution was voted on to support the change to AXA, which was unanimous.

Chairman Crowley stated that this process is indicative of the proactive approach for the best possible service for the employees.

Mr. Roan from AXA, stated that with regards to participation, the process is not just completing a form, rather there are group sessions, and one on one sessions, to provide financial education, at no cost to the employee. Mr. Roan further stated that these services have shown increased participation in other agencies that AXA services.

Chief Kaufmann stated that this change has been communicated throughout the department and was well received.

The motion carried unanimously.

- 3) 2016-026: BOC Resolution (Station 18 Change Order) - Chief Kaufmann stated that the Resolution states, "a limit not to exceed \$15,000"- this was done before

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the credit was given; however, he requested that the amount remain in the event that any other issues arise.

Commissioner Hoying made a motion to amend Resolution 2016-026 to reflect, “The District will approve the Station 18 change order(s) with a limit not to exceed fifteen thousand (\$15,000.00) aggregate dollars. Commissioner Rich seconded the motion. The motion carried unanimously.

Commissioner Gay made a motion to adopt Resolution 2016-026, Relating to the Approval of Station 18 Change Order(s) for District No.1. Commissioner Rich seconded the motion.

Commissioner Rich inquired into the impact of taking the funds from the “Rolling Stock/ Facility Fund”. Mr. DiGiovanni stated that there would be no impact.

The motion carried unanimously.

- 4) Command Climate Survey- (no discussion)
- c.) Payroll – (none)
- d.) FRS (Firefighters Retirement System) – (none)
- e.) VFIS Special Risk Insurance & LWCC
 - 1) VFIS Coverage Bond

Commissioner Rich made a motion to accept the PMI report. Commissioner Hoying seconded the motion. The motion carried unanimously.

4. Duplantier Hrapman Hogan & Maher, LLP-

Mr. DiGiovanni discussed the financial report.

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

- 5. Attorney’s Report-** Attorney Ingram stated that as requested, he sent an e-mail to the Assessor and Deputy Assessor, Troy Dugas, to try to meet to “iron out” unresolved questions that Chief’s Kaufmann and Worchel posed to them. They proposed dates of May 23 and May 24; however, based upon Chief’s availability, a meeting will take place on the afternoon of May 23. If still unsuccessful in getting the answers, we will send a formal records request to the Assessor.

MILLAGE: Announcement of Public Hearing to be held 6/20/16, 6:00 p.m., 21490 Koop Dr. (Parish Council Chambers) Mandeville, LA 70471, for millage discussion.

Attorney Ingram requested that the July regular meeting be moved to Wednesday, July 27 for a second public hearing, and public meeting to levy the millage. The Commissioners confirmed their availability to meet on July 27, at 6:00 p.m.

Commissioner Rich made a motion to accept the Attorney report. Commissioner Hoying seconded the motion. The motion carried unanimously.

- 6. Board comments** – Chief Kaufmann recognized Chad Duffaut as interim Chief of Administration, upon Bobby’s retirement, effective June 1.

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05/17/2016

Fire Prevention Officer Robbie Marquette will be interim Chief of Fire Prevention.

Commissioner Gay made a motion to adjourn. Commissioner Rich seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:04 p.m.

UNOFFICIAL

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