

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes August 15, 2017

The meeting was called to order at 6:01 p.m.

The prayer and pledge of allegiance were done.

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

AWARDS & RECOGNITION-

Distinguished Service: B. Gleason, C. Ruiz

5 Years of Service: J. Geddes

10 Years of Service: C. Frazier, C. Shay, J. Stewart, J. Theriot

15 Years of Service: M. Landry (absent)

20 Years of Service: M. Parish (absent)

APPROVAL OF MINUTES

Commissioner Gay made a motion to approve the minutes of the July 18, 2017 meeting. Commissioner Rich seconded the motion. The motion carried unanimously.

OLD BUSINESS – (none)

NEW BUSINESS

1. Chief's Report

a) Significant Monthly Events

- **PIAL Update-** Chief Kaufmann stated that the on-site assessment started on August 8. He further stated that we successfully passed the water shuttle this afternoon and we hope to get the final results of the evaluation by October 1.

b) **St. 13/ HQ** – Chief Kaufmann stated that the prepping of the dirt work is still ongoing. Additionally, with all of the rain, the contractor has requested additional rain days. Chief Kaufmann stated that we have made one payment disbursement, with no change orders.

c) **2018 Budget Draft-** Chief Kaufmann stated that the budget draft spreadsheet continues to change, as we want to be accurate, based on actual revenue collections. The current draft is under 35 mills, which was the goal when doing the budget preparations. Additionally, the value of a mill has increased (\$25,721/mill). Chief Kaufmann stated that we try to give an actual representation of monies collected to forecast out two additional years.

Chief Kaufmann stated that the Assessor's office hired a company to audit the homestead exemptions and verify eligibility. He further stated that closer to the end of the year, the revenue numbers get more accurate.

- d) Updated St .Tammany Parish Boards & Commissions Manuel (e-mailed 8/2/17) - Chief Kaufmann stated that sexual harassment training is now required, and we will implement that.
- e) **Public Campaign/ Outreach-** Citizen’s Academy – Opening night is August 30, 6:00 p.m.
- f) **Operations Reports -** Chief of Operations Kuhn discussed the “Operations” report (July) 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.
- g) **Maintenance Report-** Chief of Operations Kuhn discussed the “Maintenance” report (July) which covered preventative maintenances and major repairs performed.

Chairman Crowley requested that a maintenance savings report be provided, as a result of the hiring of an additional mechanic.

- h) **Fire Prevention Report-** Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (July) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- i) **Training Report –** Chief of Training Bauer discussed the monthly “Training” report (July) which included Classes, Certifications and Revenues.
- j) **General Comments-** Chief Kaufmann stated that a member of the Shreveport Fire Dept. attended the Inspector class. The member called and stated how impressed he was with the presence and professionalism of our department and he recognized that we are an above average fire department.

Chief Kaufmann stated he believes the Parish Council resolution (Consolidation) was permanently tabled and two elected councilmen were present at the last Chief’s meeting, and others will attend future meetings.

Chief Kaufmann recognized the four years of work that have been done to prepare for the PIAL rating. The PIAL evaluator’s comments have been favorable regarding leadership, delegation, empowerment of the people within our department (at many levels and ranks), areas of responsibility and efficiency of information.

Chief Kaufmann recognized Kenny Sanders for his oversight of the water portion of the PIAL process, which is approx. 40% of the overall rating.

Chairman Crowley stated that over the past few years, he has seen an improvement in care and compassion throughout the department.

Chief Kaufmann recognized Gary Jones, Jr. and Mike Thiel’s work with the PIAL and stated that they are directly involved with the evaluator.

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

- 2. **SFFA (Slidell Firefighters Association) –** Association President Billy Dekemel stated that they will be assisting with the Citizen’s Academy. Chairman Crowley stated that he highly recommends that the Commissioners try to attend the final ceremony on Saturday, Sept. 23. Billy stated that the Union also participated in the Red Bean Cook-Off.

Pursuant to R.S. 42:23, personal recording devices are welcome in every meeting for Fire District No. 1; however, 2 they must remain and be maintained in the possession of the individual that brings the device to remove any liability from Fire District No. 1 of any unintentional or accidental mishaps with the device during any such meeting

3. PMI Report

a.) Employee Benefits

- 1) Major Medical Insurance Renewal- 3.2% Increase- Effective 10/1/17-
- 2) Open Enrollment- September 2017

Chief Kaufmann stated that the 3.2% increase was less than originally projected and a Resolution will be presented to absorb the increase, using the benefit fund, to keep the employee's paycheck the same (based on Plan 2).

b.) Human Resource

- 1) 2017-029: BOC Resolution (St. Tammany Parish- FP Inspection Indemnification)
ACTION ITEM: APPROVAL

Commissioner Gay made a motion to adopt Resolution 2017-029, Relating to the Approval of the St. Tammany Parish Government Release, Hold Harmless & Indemnification Agreement for District No.1. Commissioner Rich seconded the motion. The motion carried unanimously.

- 2) 2017-030: BOC Resolution (Approve Major Medical Insurance Renewal)
ACTION ITEM: APPROVAL

Commissioner Rich made a motion to adopt Resolution 2017-030, Relating to the Renewal of District Sponsored Group Employee Benefits for District No. 1. Commissioner Gay seconded the motion. The motion carried unanimously.

- 3) 2017-031: BOC Resolution (Freeze Employee Contributions to Employee Benefits)
ACTION ITEM: APPROVAL

Commissioner Gay made a motion to adopt Resolution 2017-031, Relating to District and Employee Contributions for District Sponsored Employee Benefits for District No.1. Commissioner Rich seconded the motion. The motion carried unanimously.

- 4) 2017-032: BOC Resolution (Freeze Retiree Benefit Contributions)
ACTION ITEM: APPROVAL

Commissioner Rich made a motion to adopt Resolution 2017-032, Relating to the Continuance of Retiree Contribution for District No. 1. Commissioner Gay seconded the motion. The motion carried unanimously.

Chairman Crowley stated that he has seen the effect of insurance increases on others, and he appreciates the Administration's efforts and recommendations to avoid any impact to the employees. Chief Kaufmann stated that in four years, we have had a -7% renewal and we have cost avoided approximately \$2M in premium increases over the past ten years due to plan design.

- 5) 2017-033: BOC Resolution (EE Deductible Offset)
ACTION ITEM: APPROVAL

Commissioner Gay made a motion to adopt Resolution 2017-033, Relating to the Continuance of the Deductible Expense Offset Fund for District Sponsored Employee Benefits for District No. 1. Commissioner Rich seconded the motion. The motion carried unanimously.

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- c.) **Payroll** – (none)
- d.) **FRS (Firefighters Retirement System)** – (none)
- e.) **VFIS Special Risk Insurance & LWCC-** (none)

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

- 4. Duplantier Hrapman Hogan & Maher, LLP-** Mr. DiGiovanni discussed the July financial report.

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

- 5. Attorney's Report-** (none)

- 6. Board of Commissioner Comments –**

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

The meeting adjourned at 7:04 p.m.