

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes June 19, 2018

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

The prayer and pledge of allegiance were done.

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

#### AWARDS & RECOGNITION-

**25 Years of Service:** Lionel Baker

**15 Years of Service:** Barry Fallon

#### APPROVAL OF MINUTES

*Commissioner Rich made a motion to approve the minutes of the May 15, 2018 meeting. Commissioner Hoying seconded the motion. The motion carried unanimously.*

**OLD BUSINESS** – (none)

#### NEW BUSINESS

##### 1. Chief's Report

a) **2017 Audit-** Jim Tonglet (Erickson, Krentel, Laporte) – Mr. Tonglet presented the no findings 2017 annual and AUP audits. He further stated that his firm has done many government agencies, and it is not common to have as clean an audit as we have, for as many year as we have.

##### b) **Significant Monthly Events**

- Health Insurance Renewal- Chief Kaufmann requested that the board give him the ability to negotiate the renewal, with at least a -3% reduction.
- May 23- Central Station Development Meeting- Chief Kaufmann stated that this is a 2019 project, however he would like to solicit bids and select an architect in 2018.
- 1 resignation, 3 new candidates (orientation June 15)
- 1 disciplinary action
- Fit As A Firefighter Camp- June 4-8
- June 7- Meeting with Mayor Elect Cromer (Kaufmann, Duffaut, Crowley)- Chief Kaufmann stated that he discussed our fire departments accomplishments and the foundation was set to work together going forward
- Movie Setting- June 9. This A&E series will air on Aug. 2nd or 9<sup>th</sup>. He also thanked Training Officer Abney for taking the lead with all of the evolutions, as well as all who participated.

c) **Station 13/HQ- Update-** Chief Kaufmann stated that the project is ongoing; however, it is behind approx. 40 days. Chief Duffaut stated that the utilities have been completed.

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- d) **Public Campaign/ Outreach-** Sidewalk CPR was done on June 9
- e) **Operations Reports -** Chief of Operations Kuhn discussed the “Operations” report (May) 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.  
  
Chief Kuhn stated that Chief of Training Bauer was recognized by the Slidell Police Dept. for his involvement in their training.
- f) **Maintenance Report-** Chief of Operations Kuhn discussed the “Maintenance” report (May) which covered preventative maintenances and major repairs performed.
- g) **Fire Prevention Report-** Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (May) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.  
  
Chief Marquette read a letter that was received regarding Fire Prevention Officer Del Buono and his assistance with a smoke detector install.
- h) **Training Report –** Training Officer Abney discussed the monthly “Training” report (May) which included Classes, Certifications and Revenues.
- i) **Communications Report –** Chief of Communications Watson discussed the monthly “Communications” report (May) which included call volume and statistics.
- j) **General Comments-** Chief Kaufmann stated that he has authorized Attorney Ingram to do some investigation work (to be discussed under “Attorney” report).

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

**2. SFFA (Slidell Firefighters Association) – (none)**

**3. PMI Report –**

- a.) **Employee Benefits - (none)**
- b.) **Human Resource**

- 1) 2018-026: BOC Resolution (Approve 2017 LLA Audit)

*Commissioner Gay made a motion to adopt Resolution 2018-026, Relating to the Approval of the 2017 LLA Audit for District No. 1. Commissioner Rich seconded the motion. The motion carried unanimously.*

- 2) 2018-027: BOC Resolution (Approve 2017 LLA AUP Audit)

*Commissioner Hoying made a motion to adopt Resolution 2018-027, Relating to the Approval of the 2017 LLA AUP Audit for District No. 1. Commissioner Gay seconded the motion. The motion carried unanimously.*

- 3) 2018-028: BOC Resolution (Compensation Adjustment)

*Commissioner Hoying made a motion to adopt Resolution 2018-028, Relating to the Approval of a Compensation Adjustment for the Fire Chief of District No. 1. Commissioner Gay seconded the motion.*

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***Commissioner Rich made a motion to amend Resolution 2018-028 to reflect the compensation adjustment of “10%”, effective “July 1, 2018”. Commissioner Hoying seconded the motion. The motion carried unanimously.***

***Commissioner Rich made a motion to adopt Resolution 2018-028. Commissioner Gay seconded the motion. The motion carried unanimously.***

- 4) 2018-029: BOC Resolution (Re allocation of Restricted Funds: St. 16 Roof Replacement)

***Commissioner Hoying made a motion to adopt Resolution 2018-029, Relating to the Approval to Re allocate Restricted Funds for the Station 16 Roof Replacement for District No. 1. Commissioner Gay seconded the motion.***

Chief Kaufmann stated that we are working with the Oak Harbor Architectural Committee to get approval to go from metal to shingles.

***The motion carried unanimously.***

- 5) 2018-030: BOC Resolution (Major Medical Insurance Renewal)

***Commissioner Gay made a motion to adopt Resolution 2018-030, Relating to the Approval to Negotiate the Major Medical Insurance Renewal for District No.1. Commissioner Rich seconded the motion. The motion carried unanimously.***

- c.) **Payroll** – Pay scale adjustment was effective June 1.
- d.) **FRS (Firefighters Retirement System)**
- e.) **VFIS Special Risk Insurance & LWCC**

***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 May financial report.

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

#### **5. Attorney’s Report-**

- a) Record Request Fees- A resolution will be presented at the July meeting regarding changes to the fees.

Attorney Ingram requested that the agenda be amended to address the approval of the minutes, specific to Resolutions 2018-024 and 2018-025.

***Commissioner Gay made a motion to amend the agenda to consider amending Resolutions 2018-024 and 2018-025 in the May 15, 2018 minutes. Commissioner Rich seconded the motion. The motion carried unanimously.***

***Commissioner Gay made a motion to approve the amended minute changes. Commissioner Hoying seconded the motion. The motion carried unanimously.***

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***Commissioner Gay made a motion to approve the amended minutes that reflect the order in the sequence of events that happened for the public hearing and the vote to be taken on Resolutions 2018-024 and 2018-025. Commissioner Rich seconded the motion.***

Attorney Ingram stated that investigations in to activities has been undertaken, essentially by two entities: Rigolets Volunteer Fire Dept. and Rigolets Fire Protection District. There has been allegations that they may be soliciting donations from residents in Rigolets Estates, which Fire Dist. #1 territory.

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

**6. Board of Commissioner Comments – (none)**

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

***The meeting adjourned at 7:03p.m.***