

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes September 22, 2020

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 Brackett, Rich and Gay were present.
Commissioner Hoying was absent.

APPROVAL OF MINUTES

Commissioner Brackett made a motion to approve the minutes of the August 18 and August 28, 2020 meetings. Commissioner Gay seconded the motion. The motion carried unanimously.

OLD BUSINESS – (none)

NEW BUSINESS

1. Chief's Report

a) Significant Monthly Events

- The Massad Group (Don Massad) - Health Insurance Renewal Overview- (rescheduled for Oct. meeting) – Chief Kaufmann stated that “virtual” open enrollment has started.
- COVID-19 Update – Chief Kaufmann stated that we have one employee on precautionary quarantine. He further stated that being in Phase 3, families are allowed to visit the stations. We will also begin rescheduling training, in-house and outsourced.
- Louisiana Legislative Auditor- Resolution Clarification/Recommendation – Chief Kaufmann stated that the Legislative Auditor has recommended that we clarify specific allocation of the annual surplus funding.
- Dispatch- Intergovernmental Agreement(s) – Chief Kaufmann stated that he has met with Unifire and did a presentation. They have voted unanimously to have Fire Dist. #1 provide dispatching services. He further stated that 911 used to fund \$315,000 to Unifire and he has requested that funding, for an additional five years, for the consolidated dispatching within Fire Dist. #1. These funds were calculated in the annual dispatching costs provided to the other agencies. Chief Kaufmann stated that we would hire ten additional dispatchers, at no cost to Fire Dist. #1.
- Hurricane Laura Deployment- Chief Kaufmann stated that we continue to provide manpower – we had our deployment return for Sally, but have re-deployed to the DeQuincy area.

b) Operations Reports - Chief of Operations Bruno discussed the “Operations” and “Maintenance” report (August) 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.

c) Maintenance Report- Chief of Operations Bruno discussed the “Maintenance” report (January) which covered preventative maintenances and major repairs performed.

Pursuant to R.S. 42:23, personal recording devices are welcome in every meeting for Fire District No. 1; however, 1 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

d) Fire Prevention Report- Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (August) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.

e) Training Report – Chief of Operations Bruno discussed the monthly “Training” report (August) which included Classes, Certifications and Revenues.

Chief Kaufmann stated that the addition is all “dried in”- the metal roof, exterior windows, interior framing, electric work, HVAC are complete. The project is close to a month ahead of schedule.

Chief Kaufmann stated that we are moving ahead with the architects for Central Station, and he thinks he has found temporary living quarters.

f) Communications Report – Chief of Administration Duffaut discussed the monthly “Communications” report (August) which included call volume and statistics.

g) General Comments

Commissioner Brackett made a motion to approve the Chief’s report. Commissioner Rich seconded the motion.

2) **SFFA (Slidell Firefighters Association) –** Chief Kaufmann stated that Dave Berns (Union President) attended the FRS meeting on 8/17 and sees what we are dealing with. He further stated that he will be meeting with Chief Tarleton (St. George Fire Dept.) tomorrow, 8/23.

3) **PMI Report –**

a.) **Human Resource**

1) 2020-031: BOC Resolution (Adopt 2019 LLA Audit)

Commissioner Brackett made a motion to adopt Resolution 2020-031, Relating to the Adoption of the 2019 LLA Audit for District No. 1. Commissioner Gay seconded the motion.

The floor was opened for public comment. There was no public comment.

The motion carried unanimously.

2) 2020-032: Adopt 2019 LLA-AUP Audit)

Commissioner Brackett made a motion to adopt Resolution 2020-032, Relating to the Adoption of the 2019 LLA-AUP Audit for District No.1. Commissioner Rich seconded the motion.

The floor was opened for public comment. There was no public comment.

The motion carried unanimously.

3) 2020-033: BOC Resolution (Approve Fire Prevention Annual Permit Inspection Fees)

Commissioner Brackett made a motion to adopt Resolution 2020-033, Relating to the Approval of Fire Prevention Inspection Fees for District No. 1. Commissioner Rich seconded the motion.

Commissioner Gay made a motion to amend the agenda to remove “not to exceed” and replace it with “of”. Commissioner Brackett seconded the motion.

The floor was opened for public comment. There was no public comment.

The motion carried unanimously.

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- 4) 2020-034: BOC Resolution (Surplus of Equipment)

Commissioner Brackett made a motion to adopt Resolution 2020-034, Relating to the Approval to Surplus Equipment for District No. 1. Commissioner Rich seconded the motion.

Chief Kaufmann stated that Fire Dist. #6 has agreed to pay \$20,000 for the truck.

The floor was opened for public comment. There was no public comment.

The motion carried unanimously.

- 5) 2020-035: BOC Resolution (Approve Intergovernmental Agreements for Dispatch Services)

Commissioner Brackett made a motion to adopt Resolution 2020-035, Relating to the Approval of Intergovernmental Agreements by and between St. Tammany Fire Districts, City of Covington Fire Department & District No. 1. Commissioner Rich seconded the motion.

The floor was opened for public comment. There was no public comment.

The motion carried unanimously.

- 6) 2020-036: BOC Resolution (Approve Intergovernmental Agreements for Dispatch Services- St. Tammany Parish Coroner)

Commissioner Brackett made a motion to adopt Resolution 2020-036, Relating to the Approval of an Intergovernmental Agreement by and between St. Tammany Parish Coroner & District No. 1. Commissioner Rich seconded the motion.

The floor was opened for public comment. There was no public comment.

The motion carried unanimously.

- b.) **Payroll** – none

- c.) **FRS (Firefighters Retirement System)**- Mr. Waniewski stated Mr. Curran presented his evaluation report to the FRS Board, and they voted on a 7% valuation, which would result in an approx. 2.78% increase, effective July 2021.

Mr. Waniewski also stated that a Fire Dept. FRS survey is being conducted, based on the 34% rate, to get feedback on hiring for open positions, ability to fill new positions, etc.

- d.) **VFIS Special Risk Insurance & LWCC**- Mr. Waniewski stated that a couple major medical claims were subrogated to LWCC, which resulted in an approx. \$100,000 LWCC premium increase.

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

- 3) **Duplantier Hrapman Hogan & Maher, LLP**- Mr. DiGiovanni discussed the August financial report.

There was a brief discussion on increasing the “Reserve” fund.

Chief Kaufmann stated that we got the appraisals back on old HQ (\$300,000) and St. 13 (\$152,000), therefore, we will have to reduce the projected sale cost of the old HQ.

Commissioner Brackett made a motion to accept the August financial reports. Commissioner Gay seconded the motion. The motion carried unanimously.

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4) Attorney's Report-

EXECUTIVE SESSION: Discuss Pending or Threatened Litigation and all related matters re: LLA denial of .35 millage roll forward process

Commissioner Brackett made a motion to go into Executive Session. Commissioner Gay seconded the motion. The motion carried unanimously.

Executive Session Convened at 7:03 p.m.

The Regular Meeting Re-Convened at 8:04 p.m.

There was no action taken.

5) Board of Commissioner Comments

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

The meeting adjourned at 8:04 p.m.