

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes December 14, 2021

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 Rich, Brackett, and Gay were present.  
Commissioner McDowell called in by phone (not going to vote)

**Awards/Recognitions: New Hires:** Firefighters Edwin Gebhardt, Bryan Haley, Adam Hoffman  
**Promotion:** Operator Doug Crosby

#### APPROVAL OF MINUTES

*Commissioner Brackett made a motion to approve the minutes of the November 16, 2021 minutes. Commissioner Rich seconded the motion. The motion carried unanimously.*

**OLD BUSINESS** – (none)

#### NEW BUSINESS

##### 1. Chief's Report

##### a) Significant Monthly Events

- COVID-19 Update – 1 employee out with COVID side effects, 2 out on precaution
- Deployments- Chief Kaufmann stated that we have completed the deployments
- 2023-2032 Millage Renewal
  - Campaign Coordinator- engaged consultant
- Third Party Evaluations- Chief Kaufmann stated that the evaluations will be turned in on 12/15 to Commissioner Brackett
- St. 13/ HQ- UPDATE – Attorney Olinde has received a fully executed settlement agreement; however, we are awaiting the court to sign off.
- St. 11 – UPDATE – Chief Kaufmann stated that construction is progressing with a July 2022 projected completion timeframe.
- St. 19- UPDATE – Chief Kaufmann stated that he attended the appeal hearing; however the person that filed the appeal was not present. There was a majority vote to move forward with the re-zoning. We plan to close on the property purchase in January, 2022.

Chief Kaufmann stated that are working with our current architect and will negotiate a fixed architect fee.

- b) **Operations Reports** - Chief of Operations Bruno discussed the “Operations” report (November) 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 Kaufmann stated that we have seen a spike in accidents and overdoses.

- c) **Maintenance Report**- Chief of Operations Bruno discussed the “Maintenance” report (November) which covered preventative maintenances and major repairs performed.
- d) **Fire Prevention Report**- Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (November) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) **Training Report** – Chief of Training Bauer discussed the monthly “Training” report (November) which included Classes, Certifications and Revenues.
- f) **Communications Report** –Chief of Administration Duffaut discussed the monthly “Communications” report (November) which included call volume and statistics.
- g) **General Comments**- Chief Kaufmann stated that we will begin working on the 2021 annual report

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

- 2) **SFFA (Slidell Firefighters Association)** – SFFA is doing a breakfast on 12/18 and proceeds will go toward the adoption of one of our employee’s family
- 3) **PMI Report** –
  - a.) **Employee Benefits** - (none)
  - b.) **Human Resources**

- 1) 2021-044: BOC Resolution (Adopt 2022 Section 125 Cafeteria Plan)

*Commissioner Brackett made a motion to adopt Resolution 2021-044, Relating to the Adoption of the 2022 Section 125 Cafeteria Plan 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) 2021-045: BOC Resolution (Approve Increase in LLA Reserve Restricted Fund)

*Commissioner Brackett made a motion to adopt Resolution 2021-045, Relating to the Approval to Increase the LLA Reserve Restricted Fund 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) 2021-046: BOC Resolution (Approve Transfer of Restricted Fund for Millage Reduction- 2021 Levy “Advanced” Receipts)

**Commissioner Brackett made a motion to adopt Resolution 2021-046, Relating to Approval to Increase the LLA Reserve Restricted Fund Regarding the Reduced 2021 Millage Levy 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.**

- 4) 2021-047: BOC Resolution (Approve EAP Agreement Renewal)

**Commissioner Rich made a motion to adopt Resolution 2021-047, Relating to the Approval of the Employee Assistance Program for District No. 1. Commissioner Brackett seconded the motion.**

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

**The motion carried unanimously.**

- 5) 2021-048: BOC Resolution (Approve Medical Director's Agreement Renewal)

**Commissioner Rich made a motion to adopt Resolution 2021-048, Relating to the Approval to Renew the Medical Director's Agreement for District No. 1. Commissioner Brackett seconded the motion.**

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

**The motion carried unanimously.**

- 6) 2021-049: BOC Resolution (Approve Memorandum Re: *National Prescription Opiate Litigation*)

**Commissioner Brackett made a motion to adopt Resolution 2021-049, Relating to Authorizing the Fire Chief to Execute Memorandum of Understanding for In re: *National Prescription Opiate Litigation, MDL No. 2804 (N.D. Ohio)*. Commissioner Rich seconded the motion.**

The floor was opened for public comment.

Attorney Ingram requested that he be allowed to review the litigation before approval.  
Attorney Danenhower advised that he is the legal counsel on this litigation and there is an entire team of lawyers that have already approved MOU's – this needs to be signed by Jan.2, 2022

There was no public comment.

**The motion carried unanimously.**

- 7) 2021-050: BOC Resolution (Approve Transfer of Funds- Station 17 Emergency Repairs)

**Commissioner Rich made a motion to adopt Resolution 2021-050, Relating to the Approval to Allocate Additional Funds for Station 17 Emergency Repairs for District No. 1. Commissioner Brackett seconded the motion.**

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

**The motion carried unanimously.**

- 8) 2021-051: BOC Resolution (2022 BOC Regular Meeting Schedule)

Pursuant to R.S. 42:23, personal recording devices are welcome in every meeting for Fire District No. 1; however, 3 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

**Commissioner Brackett made a motion to adopt Resolution 2021-051, Relating to the Approval of the 2022 BOC Regular Meeting Schedule for District No. 1. Commissioner Rich seconded the motion.**

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

**Commissioner Gay made a motion to amend Resolution 2021-051 to reflect moving the December meeting to Dec. 13. Commissioner Brackett seconded the motion. The motion unanimously.**

**The motion carried unanimously.**

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

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

- 4) **Duplantier Hrapman Hogan & Maher, LLP**- Mrs. Cunningham discussed the November financial report.

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

**Commissioner Rich made a motion to amend the agenda to move “Board Comments” forward to above “Attorney Report”. Commissioner Brackett seconded the motion. The motion carried unanimously.**

#### 6) **Board of Commissioner Comments**

- **BOC Action Items Review**- There was a brief discussion of the BOC action items identified
  - **Third Party Evaluations**- Commissioner Brackett stated that he met with the Administration to review the process. The Administration will send their evaluations to him on Dec. 15. The BOC evaluations are due Jan. 5. A report will be produced, based off the input from the Administration and the Board, and sent out before a vote at the Jan. BOC meeting

#### 5) **Attorney’s Report-**

**Commissioner Brackett made a motion to go in to Executive Session. Commissioner Rich seconded the motion. The motion carried unanimously.**

**Executive Session convened at 6:51 p.m.**

**EXECUTIVE SESSION:** (Attorney Chad Danenhower) Discuss Active Litigation: *In re: National Prescription Opiate Litigation, MDL No. 2804 (N.D. Ohio)*

**The meeting reconvened at 7:08 p.m. There was no action taken**

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

**The meeting adjourned at 7:08 p.m.**