

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes April 19, 2022

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, Gay, and McDowell were present.
Commissioner Powell arrived at 6:04 p.m.

Awards/ Recognition:

Communications Officer Swear-Ins: Margaret Barnett, Jamie Cagle, Emile Hotard, Odanis Walker

Communications Officer Promotions: Kaylene Smith

APPROVAL OF MINUTES

Commissioner Rich made a motion to approve the minutes of the March 15, 2022 minutes. Commissioner Powell seconded the motion. The motion carried unanimously.

OLD BUSINESS – (none)

NEW BUSINESS

1. Chief's Report

a) Significant Monthly Events

- Ethics Training/ Financial Disclosure
- COVID-19 Update – 1 employee out with COVID side effects
- 2023-2032 Millage – Vote passed on March 26
- St. 11 – UPDATE – Chief Kaufmann stated that construction is progressing with an Oct. 1, 2022 projected completion timeframe. This got pushed back due to delays in receiving materials.
- St. 19- UPDATE – Chief Kaufmann stated that he attended a Planning & Development meeting and will complete all the necessary documents. He further stated he anticipates putting it out to bid in early May.

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

- b) To consider and take action with respect to adopting a resolution providing for canvassing the returns and declaring the result of the special election held in Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana, on Saturday, March 26, 2022, to authorize the renewal of a special tax therein.
- c) **Operations Reports** - Chief of Operations Bruno discussed the “Operations” report (March) 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 Bruno discussed the “Maintenance” report (March) which covered preventative maintenances and major repairs performed.
- e) **Fire Prevention Report**- Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (March) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) **Training Report** – Captain Abney discussed the monthly “Training” report (March) which included Classes, Certifications and Revenues.
- f) **Communications Report** –Chief of Communications Parish discussed the monthly “Communications” report (March) which included call volume and statistics.
- g) **General Comments-**
 - Fire Chief Evaluation- Chief Kaufmann stated that based on last month’s meeting, he reached out to Commissioner Gay about meeting to discuss his evaluation; however, there was no response. Commissioner Gay stated that he will discuss it at the Special Meeting on May 16.

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

- 2) **SFFA (Slidell Firefighters Association)** – Union President Berns stated that the Association will be participating in the Hospice Crawfish Cook-Off this weekend.

3) PMI Report –

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

- 1) 2022-017: BOC Resolution (Approve Vote of Confidence/ No Confidence- BOC Commissioner)

Commissioner Rich made a motion to table Resolution 2022-017, Relating to the Approval for a “Vote of Confidence/ No Confidence” for District No. 1. Commissioner McDowell seconded the motion.

The motion carried with Commissioner Gay abstaining.

- 2) 2022-019: BOC Resolution (Approve Surplus Equipment of “No Value”- Bunker Gear)

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Commissioner Powell made a motion to adopt Resolution 2022-019, Relating to the Approval to Surplus Equipment 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.

- 3) 2022-020: BOC Resolution (Adopt Canvass & Special Election Returns-Millage Renewal)

Bond Attorney Grant Schlueter stated that this is the canvass of the election, which was over 70% favorable.

Chairman Crowley called for the vote:

Commissioner Gay: aye

Commissioner McDowell: aye

Chairman Crowley: aye

Commissioner Powell: aye

Commissioner Rich: aye

- 4) 2022-021: BOC Resolution (Approve Reallocation of Funds to Refurbish & Upgrade Burn Bldg.)

Commissioner Rich made a motion to adopt Resolution 2022-021, Relating to the Approval to the Reallocation of Restricted Funds to the Training Academy Burn Building for District No. 1. Commissioner Powell seconded the motion.

Chief Kaufmann stated that during a recent inspection, there were some maintenance issues that needed to be addressed. He stated that the proposal presented was to renovate the first floor and to build out a second burn room on the second floor.

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

The motion carried unanimously.

- 5) 2022-022: BOC Resolution (Approve Commercial Property, Casualty & Automotive Insurance)

Commissioner Rich made a motion to adopt Resolution 2022-022, Relating to the Approval of the Commercial Property, Casualty & Automotive Insurance for District No. 1. Commissioner Powell seconded the motion.

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

The motion carried unanimously.

6) 2022-023: BOC Resolution (Adopt Official Journal)

Commissioner Gay made a motion to adopt Resolution 2022-023, Relating to the Adoption of the Official Journal 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.

- c.) **Payroll** – (none)
- d.) **FRS (Firefighters Retirement System)** – (none)
- e.) **VFIS Special Risk Insurance & LWCC- LWCC 2021 Dividend:** \$332,157.24

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

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

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

- 5) **Attorney's Report-** (Chad Danenhowe) – (none)

6) **Board of Commissioner Comments**

- o BOC Action Items Review
 - By-Laws Review Update (Commissioners Gay and Rich) –.still ongoing
 - Succession Planning (Commissioner Gay) – to be incorporated into the By-Laws
 - Legal Discussion (Chairman Crowley) – (no discussion)
 - Vote of Confidence/ No Confidence- Commissioner (Chairman Crowley) – (no discussion)

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

The meeting adjourned at 6:50 p.m.