

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes September 20, 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 and Powell were present.
Commissioners Gay and McDowell were absent. (Commissioner McDowell joined via. phone)

Awards/ Recognition: (none)

APPROVAL OF MINUTES

Commissioner Rich made a motion to approve the minutes of the August 16, 2022 regular meeting. Commissioner Powell seconded the motion. The motion carried unanimously.

OLD BUSINESS: (none)

NEW BUSINESS:

1. Chief's Report

a) Significant Monthly Events

- COVID-19 Update – Chief Kaufmann stated that we have 2 employees out and one of them is on extended sick leave.
- 2023 Budget- Chief Kaufmann thanked Commissioners Rich and McDowell for attending the budget workshop. A draft of the budget was presented and Chief Kaufmann requested that it be put on the October agenda to vote to advertise and a vote to adopt in November. Chief Kaufmann stated that the draft does include a slight salary increase and increase in the paramedic incentive. He further stated that the insurance benefit fund will cover the health insurance increase and there will be no changes to the employee paychecks.
- Annual Red & Blue Gala- Sept. 30
- 3 Resignations (Suppression)
- St. 11 – UPDATE – Chief Kaufmann stated that construction is progressing with an early December projected completion timeframe. As previously mentioned, there have been delays with sub-contractors.
- St. 19- UPDATE – Attorney Danenhower stated that the contract should be executed tomorrow.

b) Operations Reports - Chief of Operations Bruno discussed the “Operations” report (August) which covers YTD call totals, Hydrants Inspected, NFIRS Incidents, Dollar Loss/ Dollar Save

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(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 (August) which covered preventative maintenances and major repairs performed.
- 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 Training Bauer discussed the monthly “Training” report (August) which included Classes, Certifications and Revenues.
- f) **Communications Report** –Chief of Administration Duffaut discussed the monthly “Communications” report (August) which included call volume and statistics.
- g) **General Comments**
 - Staffing Vacancies
 - Suppression- 4
 - Communications-2

Chief Kaufmann stated that he has contracted with a local marketing firm, Faust Marketing, and they will be doing a recruit video focusing on suppression and communications.

Chief Kaufmann stated that we are about a month out of applying for accreditation status in communications.

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)

3) PMI Report –

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

- 1) 2022-033: BOC Resolution (Approve District Sponsored Employee Benefits: Major Medical, Dental, Life, Vision & Disability)

Commissioner Rich made a motion to adopt Resolution 2022-033, Relating to the Approval of District Sponsored Group Employee Benefits 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.

- 2) 2022-034: BOC Resolution (Approve “No Adjustment” to Employee Contributions for District Sponsored Benefits)

Commissioner Powell made a motion to adopt Resolution 2022-034, Relating to Employee Contributions for District Sponsored Employee Benefits 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.

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3) 2022-035: BOC Resolution (Approve Retiree Contributions)

Commissioner Rich made a motion to adopt Resolution 2022-035, Relating to Continuance of the Retiree Contribution for District Sponsored Retiree Benefits 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.

4) 2022-036: BOC Resolution (Approve Employee Deductible Offset)

Commissioner Powell made a motion to adopt Resolution 2022-036, Relating to Continuance of the Deductible Expense Offset for District Sponsored Employee Benefits 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.

5) 2022-037: BOC Resolution (Approve Digital Medicine Program Services Agreement)

Commissioner Rich made a motion to adopt Resolution 2022-037, Relating to the Approval of the Digital Medicine Services Agreement 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) 2022-038: BOC Resolution (Approve Employer Telemedicine Equipment Use Agreement)

Commissioner Powell made a motion to adopt Resolution 2022-038, Relating to the Approval of the Employer Telemedicine Equipment Use Agreement 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.

7) 2022-039: BOC Resolution Approve Fiscal Agency Services- Hancock Whitney Bank)

Commissioner Rich made a motion to adopt Resolution 2022-039, Relating to the Approval to Engage Fiscal Agency/ Treasury Management Services through Hancock Whitney Bank for District No. 1. Commissioner Powell seconded the motion.

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

Chief Kaufmann recommended the two year, adjustable rate renewal, contract with Hancock Whitney.

The motion carried unanimously.

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8) 2022-040: BOC Resolution (Approve BOC By-Laws Revision)

Commissioner Rich made a motion to adopt Resolution 2022-040, Relating to the Approval of the By-Law Revisions for District No. 1. Commissioner Powell seconded the motion.

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

Chairman Crowley stated that there were a couple questions that he felt the entire Board needed to be present to discuss.

Commissioner Powell made a motion to table Resolution 2022-040. Commissioner Rich seconded the motion. The motion carried unanimously.

- a.) **Payroll** – ACT No. 199 (2022 Regular Session): SSP \$1,200 Lump Sum Payment (Letter submitted to SSP for clarification wage and overtime determination- No response, expected payment in December 2022)
- b.) **FRS (Firefighters Retirement System)** – (none)
- c.) **VFIS Special Risk Insurance & LWCC**- Mr. Waniewski stated that the LWCC renewal reduction was approx. \$117,000.

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

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

Commissioner Powell made a motion to approve the August financial report. Commissioner Rich seconded the motion. The motion carried unanimously.

5) Attorney's Report-

- a) **Legal Activity Report**- Attorney Danenhowe stated that he has not received anything from the Parish Council on the request regarding Commissioner Gay. He stated that he has sent a formal letter asking for an update, or to be placed on the agenda, to get this resolved.

Chief Kaufmann stated that Councilman Canulette has advised that it will be on the October agenda; however he is unsure if it is going to be a vote or public discussion.

Attorney Danenhowe stated that there is still the issue on any action the Board would like to take regarding Mr. Ingram. He further stated that the concern is that it appears that Mr. Ingram was either self- serving and trying to preserve his position, or he was at least and/or facilitating Commissioner Gay to work against the best interest of the district. Mr. Danenhowe stated that the evidence may even indicate that Mr. Ingram was linked with the attorney who sent the letter to the Parish Council; all of which would be a breach of duties.

Attorney Danenhowe stated that anyone can file a complaint with the Bar Association and an investigation would be conducted. Chairman Crowley inquired as to whether the Board is interested in filing the complaint, or who should file the complaint. Commissioner Powell stated that the reason to file a complaint would be to ensure that something like this doesn't happen again. Chairman Crowley stated that he feels that as a

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duty to the positions that the Board holds, and duty to the district and its employees, that there is a responsibility to report what is believed to have happened and it's up to the Bar Association to determine any wrongdoing.

Attorney Danenhower stated that he feels that something should be filed, whether it comes from the District, or elsewhere. He further stated that he feels CCST would file something; however, they may wait to see if the District does something. Chairman Crowley stated that he feels that if the Board doesn't do anything, there is a risk of losing integrity.

Chief Kaufmann stated that many lives were affected, and he feels Commissioner Gay was manipulated. Additionally, there was an attack on Commissioner Brackett. He further stated that at the special meeting, Commissioner Gay requested that a court reporter attend, and the testimony in the transcript is factual and Attorney Ingram notified Commissioner Gay of the letter, not the entire Board whom he was contracted to represent. Chief Kaufmann stated that his actions were blatant.

Attorney Danenhower stated that he feels that one of the critical concerns is if the Board has a duty to report this. Commissioner Powell stated that if an attorney is aware of wrongdoing, they have an obligation to report it. Attorney Danenhower suggested drafting a document to present the facts, that the Board is comfortable with, which will be sent to the Bar Association for them to make a determination.

Commissioner Powell made a motion to approve the Attorney report. Commissioner Rich seconded the motion. The motion carried unanimously.

6) Board of Commissioner Comments

- BOC Action Items Review
 - By-Laws Review Update (Commissioners Gay and Rich) – (Tabled above)

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

The meeting adjourned at 7:12 p.m.