

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes July 18, 2023

The meeting was called to order at 6:01 p.m.

The prayer and pledge of allegiance were done.

Roll Call: Acting Chairman Powell and Commissioners Rich and McDowell were present.
Chairman Crowley and Commissioner Davis were absent.

OLD BUSINESS: (None)

NEW BUSINESS:

Awards/ Recognitions:

Recognition Letter: T-14, L-14

Promotions: Deputy Chief Greg Kelly
Captains Jason Bannister, Justin Galatas

APPROVAL OF MINUTES

Commissioner Rich made a motion to approve the minutes of the June 20, 2023 regular meeting. Commissioner McDowell seconded the motion. The motion carried unanimously.

1. Chief's Report

a) Significant Monthly Events

- 2022 Audits (Annual & AUP) – no findings (Resolutions under “PMI”)
- 2024 Budget- UPDATE – Chief Kaufmann stated that a second internal meeting was done, and we will schedule a meeting with two Commissioners in the near future. He further stated that we have been unsuccessful in getting a revenue projection from the Assessor's office.
- St. 11- Final Pay Application – Chief Kaufmann stated that we are approx. \$10K over the contract price; however, we are working on some punch list items to be settled. He further stated that we will seek reimbursement for the temporary station extended period that we stayed (approx. \$18,500).
- St. 19- UPDATE – Chief Kaufmann stated that the project is slightly backed up. The anticipated completion is August 17.
- St. 10- Chief Kaufmann stated that we are waiting on the D.R. Horton Community Development District (CCD) to get a clear title. He further stated that the Sheriff has a contract on the Paul Mitchell building so we will not be putting both buildings on the same piece of property in the DR Horton development.

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- Training Classroom Project- Chief Kaufmann stated that the plans are finalized, and the architect is finalizing the specs. Attorney Danenhower has reviewed the Architect contract (5% negotiated fixed fee). He further stated that we will advertise for bids and the project will start in 2023 and possibly be complete in 2024, subject to the bid process and cost.
- b) Operations Reports** - Chief of Operations Gross discussed the “Operations” report (June) 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 Gross discussed the “Maintenance” report (June) which covered preventative maintenances and major repairs performed.
- d) Fire Prevention Report**- Assistant Chief of Fire Prevention Gaubert discussed the monthly “Fire Prevention” report (June) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) Training Report** – Chief of Training Bauer discussed the monthly “Training” report (June) which included Classes, Certifications and Revenues.
- f) Communications Report** –Chief of Communications Parish discussed the monthly “Communications” report (June) which included call volume and statistics.
- g) General Comments**
 - Staffing Vacancies
 - Suppression- 2
 - Communications- 1
 - Pilot Program- Economic development project at JF Smith Industrial Park
 - Opioid Crisis Litigation- Chief Kaufmann stated that Parish President Cooper will be at the upcoming Chief’s meeting to discuss how this funding will be distributed to the 17 participating agencies in the Parish. He further stated that a fire department representative will be on the committee.
 - NESS Center Pilot Program- Chief Kaufmann stated that a press conference will be held in the next 10 days. This program is with Chief Smith, Chief Fandal and SMH and there will be a crisis response team, on the east side of the Parish, in partnership with the NESS Center (behavioral health facility), located in Mandeville, for addictions, mental health, etc.

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

2) SFFA (Slidell Firefighters Association) – Red Beans & Rice Cook-Off, Aug. 7

3) PMI Report –

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

1) 2023-034: BOC Resolution (Approve Compensation Adjustment to Maintain a Competitive Compensation Agreement)

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Commissioner McDowell made a motion to adopt Resolution 2023-034, Relating to the Approval of Compensation Adjustment to Maintain a Competitive Compensation Arrangement 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.

2) 2023-035: BOC Resolution (Adopt 2022 LLA Audit)

Commissioner McDowell made a motion to adopt Resolution 2023-035, Relating to the Adoption of the 2022 LLA 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) 2023-036: BOC Resolution (Adopt 2022 LLA AUP Audit)

Commissioner Rich made a motion to adopt Resolution 2023-036, Relating to the Adoption of the 2022 LLA – AUP Audit for District No. 1. Commissioner McDowell seconded the motion.

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

The motion carried unanimously.

4) General Comments

c) Payroll – 07/01/23 New Pay Scales (SSP Increase)

d) FRS (Firefighters Retirement System) – General Comments (None)

e) VFIS Special Risk Insurance & LWCC- (None)

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 June financial report.

Commissioner McDowell made a motion to approve the June financial report. Commissioner Rich seconded the motion. The motion carried unanimously.

5) **Attorney's Report-** Attorney Danenhowe stated that Jeff Landry has finalized the opioid settlement and has started distributing funds. Previously, the intention was to create a statewide panel and special districts, which included fire departments, would apply for grants; however, it was subsequently changed and funds were distributed to the Parish of the special districts. St. Tammany Parish has already initiated a process and has reached out to Chief Kaufmann for guidance on the best manner to distribute the funds as well as determine how the funds are to be utilized. Attorney Danenhowe stated that the intention of the funds is training for fire department members, as well as purchasing equipment that is necessary in responding. This is a long-term funding program (18 years).

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Chief Kaufmann stated that we are also working with Attorney Danenhower on a unit where we paid for a computer change out and that wasn't the issue, so we will ask for our money back. This unit has been in the shop for a cumulative 7 months.

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

6) Board of Commissioner Comments

- o BOC Action Items Review- (none)

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

The meeting was adjourned at 6:50 p.m.

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