

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes August 15, 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:

Promotions: District Chief: Danny Herod

APPROVAL OF MINUTES

Commissioner Rich made a motion to approve the minutes of the July 18, 2023 regular meeting. Commissioner McDowell seconded the motion. The motion carried unanimously.

1. Chief's Report

a) Significant Monthly Events

- 2024 Budget- UPDATE – Chief Kaufmann stated that we will be scheduling a meeting with two Commissioners within the next two weeks.
- St. 11- Final Pay Application – Chief Kaufmann stated that he met with the architect and attorney to do a final statement letter that the architect sent to the contractor, which put them on notice of our intent to close out the project and the punch list items that needed completion. He further stated that, if necessary, we will impose liquidated damages.

Chief Kaufmann stated that we still owe approx. \$35,000 and we will seek reimbursement for the temporary station extended period that we stayed (approx. \$18,500) to help offset the final payment cost.

- St. 19- UPDATE – Chief Kaufmann stated that the project is slightly backed up. The newly anticipated completion date is August 27, and we anticipate occupying the station no later than the second week of September.
- St. 10- Chief Kaufmann stated that he spoke to the President of D.R. Horton Community Development District (CCD) and they are waiting to do the closing. He further stated that he advised them that the Sheriff's Office would not be involved in the project, and they are willing to move forward with just our agency on the property.

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

- Training Classroom Project- Chief Kaufmann stated that we are approx. a month away from completion of the construction documents, and the plans have been submitted to the State Fire Marshal's office. He further stated that we will advertise for bids and the project will start in 2023 and likely be complete in 2024, subject to the bid process and cost.
 - 2024 BlueCross Healthcare Renewal (-5%) – Chief Kaufman stated that he will propose that the savings be passed on to the district and the employee. He further stated that he would propose an increased benefit to self-fund the out-of-pocket cost of the first \$1,000 at \$250.00 after the first \$750.00 is satisfied.
- b) Operations Reports** - Chief of Operations Gross discussed the “Operations” report (July) 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 (July) which covered preventative maintenances and major repairs performed.
- d) Fire Prevention Report**- Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (July) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) Training Report** – Training Officer Harrison discussed the monthly “Training” report (July) which included Classes, Certifications and Revenues.

Chief Kaufmann stated that at the State's request, we will be meeting, as the first agency model in the State, about credentialing and deployments. He further stated that there has been discussion about a regional response team out of St. Tammany.

- f) Communications Report** –Chief of Communications Parish discussed the monthly “Communications” report (July) which included call volume and statistics.
- g) General Comments**
- Staffing Vacancies
 - Suppression- 4 positions recently filled, 2 will attend Mandeville's recruit class.
 - Communications- 1
 - NESS Center Pilot Program- Chief Kaufmann stated that this is a PILOT program in partnership with the Slidell Police Dept., Sheriff's Dept., SMH, Coroner's Office and St. Tammany Parish Government. We have hosted the crisis response team member at Headquarters, who has reached several people in an attempt to get them help.

Chief Kaufmann stated that with this being a PILOT program, we have seen many areas that need improvement, and there are weekly meetings conducted to discuss concerns.

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, 2nd place out of 31 teams

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3) PMI Report –

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

1) General Comments

c) Payroll – (none)

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

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

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

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

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

5) Attorney's Report-

- Attorney Danenhower stated that Chief Kaufmann has requested that he stay aware of the issues with St. 11 in the event that it should end up in litigation, which we hope to avoid.
- Attorney Danenhower stated that a deposition was held regarding a lawsuit in which the district is not a party.
- Attorney Danenhower stated that he has been appointed to the Opioid Task Force, for St. Tammany, to determine the best manner to distribute the funds as well as determine how the funds are to be utilized. He further 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).

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

6) Board of Commissioner Comments

Commissioner McDowell thanked Chief Kaufmann for his leadership with the PILOT program, as this crisis affects numerous people.

- o BOC Action Items Review- (none)

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

The meeting was adjourned at 6:57 p.m.