

St. Tammany Fire Protection District No. 1

Board of Commissioners

Special Meeting Minutes November 14, 2023

The meeting was called to order at 6:00 p.m.

The prayer and pledge of allegiance were done.

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

OLD BUSINESS: (None)

NEW BUSINESS:

Awards/ Recognition: Chad Duffaut- EFO Program Graduation

APPROVAL OF MINUTES

Commissioner Davis made a motion to approve the minutes of the October 17, 2023 regular meeting.

Commissioner McDowell seconded the motion. The motion carried unanimously.

1. Chief's Report

a) Significant Monthly Events

- Leadership Northshore Station Tour- Chief Kaufmann stated that the Leadership Northshore class toured Central station and wrote a card saying it was the hi-light of their day.
- Retirement- Chief of Training- Chief Bauer announced that he will retire Dec. 1.
- Training & Safety Officer II (2024) – Chief Kaufmann stated that in an effort to incentivize our employees to go to the training division, he is proposing a “pay step”. (Resolution under “PMI”)
- St. 11- UPDATE – Chief Kaufmann stated that a meeting with the bond company is scheduled for 11/16. Attorney Danenhower stated that not everything will be resolved at this meeting; however, he is optimistic that certain things will get addressed and the bond company will have an idea of the scope of outstanding issues.
- St. 19- UPDATE – Chief Kaufmann stated that we have occupied the station and the grand opening will be Dec. 9, at 10:30 a.m.
- St. 10- UPDATE- (none)
- Training Classroom Project- Chief Kaufmann stated that the advertisement is being done. He further stated that there is a pre-bid conference on 11/29 and the bid opening is 12/14, at 3:00 p.m.
- December BOC Meeting

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.

Commissioner McDowell made a motion to cancel the December meeting. Commissioner Davis seconded the motion. The motion carried unanimously.

- b) Operations Reports** - Chief of Administration Duffaut discussed the “Operations” report (October) 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 Administration Duffaut discussed the “Maintenance” report (October) which covered preventative maintenances and major repairs performed.
- d) Fire Prevention Report-** Asst. Chief of Fire Prevention Gaubert discussed the monthly “Fire Prevention” report (October) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) Training Report** – Chief of Training Bauer discussed the monthly “Training” report (October) which included Classes, Certifications and Revenues.
- f) Communications Report** –Chief of Communications Parish discussed the monthly “Communications” report (October) which included call volume and statistics.
- g) General Comments**
 - Staffing Vacancies
 - Suppression- 1
 - Communications- 2

Chief Kaufmann stated that we are conducting firefighter interviews, and we have 26 applicants. He further stated that with the promotions in January, there are 9 positions, however, he will hire 12 to fill the spots for the 3 retirees in 2024.

Chief Kaufmann stated that we have 4 applicants for Communications.

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) – (none)

3) PMI Report –

- 5) Employee Benefits – (none)**
- 6) Human Resources**

1) 2023-048 BOC Resolution (Approve Special BOC Meeting, 11/14/23) – Record Keeping

Commissioner Davis made a motion to adopt Resolution 2023-048, Relating to the Approval for a Special BOC Meeting for District No. 1. Commissioner Rich seconded the motion.

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

The motion carried unanimously.

2) 2023-049 BOC Resolution (Approve Legal Action for St. 11 Unresolved Matters) – Record Keeping

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11/14/2023

Commissioner Rich made a motion to adopt Resolution 2023-049, Relating to the Approval to Authorize Legal Services for District No. 1. Commissioner McDowell seconded the motion.

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

The motion carried unanimously.

- 3) 2023-050 BOC Resolution (Approve CSB to Establish the Classification of Fire Training & Safety Officer II)

Commissioner Davis made a motion to adopt Resolution 2023-050, Relating to the Approval to Authorize the Civil Service Board to Establish the Classification of Fire Training & Safety Officer II for District No. 1. Commissioner McDowell seconded the motion.

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

The motion carried unanimously.

- 4) **General Comments-** (none)

- c) **Payroll** – (none)

- d) **FRS (Firefighters Retirement System)** – Chief Kaufmann stated that the actuarial report was presented and they are recommending 32.5% rate; however, it will remain at the current 33.25%.

- e) **VFIS Special Risk Insurance & LWCC-** (none)

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

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

Chief Kaufmann stated that the ad valorem hold-back funds are \$462K.

Commissioner Davis made a motion to approve the October financial report. Commissioner McDowell seconded the motion. The motion carried unanimously.

- 5) **Attorney's Report-** Attorney Danenhower stated that an indemnity agreement was created for community events. He further stated that the case that the district was not involved with has been settled.

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

- 6) **Board of Commissioner Comments**
o BOC Action Items Review- (none)

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

The meeting was adjourned at 6:44 p.m.

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