

# St. Tammany Fire Protection District No. 1

## Board of Commissioners

### Regular Meeting Minutes February 18, 2025

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

The prayer and pledge of allegiance were done.

**Roll Call:** Chairman Brackett and Commissioners Rich, McDowell and Davis were present.  
Commissioner Powell was absent.

**OLD BUSINESS:** (None)

**NEW BUSINESS:**

#### Awards & Recognitions

**Recognition:** Dan Crowley, Former Chairman  
Firefighter of the Year: David Berns  
Paramedic of the Year: Kamron Murphy  
Communications Officer of the Year: Albert Evans- (absent)

#### APPROVAL OF MINUTES

*Commissioner Davis made a motion to approve the minutes of the January 28, 2025 meeting. Commissioner McDowell seconded the motion. The motion carried unanimously.*

#### 1. Chief's Report

##### a) Significant Monthly Events

- Ethics/ Sexual Harassment Training/ Financial Disclosure- REMINDER
- Accreditation- Chief Kaufmann stated that we have addressed the recommendations and will go before the Commission in April.
- St. 11- UPDATE- Chief Kaufmann stated that the tiling is complete. He further stated that we have not heard back on the upstairs crack and Attorney Danenhower will reach out to inquire about the warranty work.  
  
Chief Kaufmann stated that the Baby Box is expected to be installed in the next couple weeks.
- St. 10- UPDATE- Chief Kaufmann stated that we are waiting for the CDD to close on the property and prepare legal donation documents.
- Training Classroom #2- Chief Kaufmann stated that we advertised the project and the pre bid conference is scheduled for March 10, at 10:00 a.m. We will open bids on March 20, at 4:00 p.m

- ##### b) Operations Reports –
- Chief of Operations Gross discussed the “Operations” report (January) 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.

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- e) **Maintenance Report-** Chief of Operations Gross discussed the “Maintenance” report (January) which covered preventative maintenances and major repairs performed.

Chief of Operation Gross stated that we are working with the police department during the parades.

- d) **Fire Prevention Report-** Asst. Chief of Fire Prevention Macaluso discussed the monthly “Fire Prevention” report (January) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) **Training Report** – Chief of Training Harrison discussed the monthly “Training” report (January) which included Classes, Certifications and Revenues.
- f) **Communications Report** – Chief of Communications Parish discussed the monthly “Communications” report (January) which included call volume and statistics.

Chief of Communications Parish stated that we went live with the new CAD.

**g) General Comments-**

- Chief Kaufmann distributed the year end report
- Chief Kaufmann stated that he will be conducting his end of the year crew meetings.
- Staffing Vacancies
  - Suppression- 0
  - Communications Officer- 1
  - Fire Prevention- 0

***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)** – A golf tournament, in memory of Fire Prevention Officer Taylor Bass, is being planned for October.
- 3) **PMI Accounting-** Mrs. Gaudin discussed the January financial report.

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

- 4) **PMI Report** –
  - a) **Employee Benefits** – (none)
  - b) **Human Resources**

- 1) 2025-010: BOC Resolution (Approval of Fire Chief Travel & Expenses)

***Commissioner McDowell made a motion to adopt Resolution 2025-010, Relating to the Approval of Travel Expenses for the Fire Chief for District No. 1. Commissioner Davis seconded the motion.***

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

***The motion carried unanimously.***

- 2) 2025-011: BOC Resolution (Professional Services Vote of Confidence- Human Resource, General Accounting & Write-up & Commercial Insurance)

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***Commissioner Davis made a motion to adopt Resolution 2025-011, Relating to the Vote of Confidence for Providers of Professional Human Resource & Commercial Insurance Services 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.***

- 3) 2025-012: BOC Resolution (Professional Services Vote of Confidence- Professional General Accounting Services)

***Commissioner Davis made a motion to adopt Resolution 2025-012, Relating to the Vote of Confidence for Professional General Accounting 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.***

- 4) 2025-013: BOC Resolution (Professional Services Vote of Confidence- Legal Services)

***Commissioner Davis made a motion to adopt Resolution 2025-013, Relating to the Vote of Confidence for Professional Services (Legal Services) 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.***

- 5) Release for Review: Employee Handbook SOP & SOG Revisions- TABLED

- 6) Fire Chief Evaluation (Due Date 02/10/2025) - TABLED

- 7) General Comments

- c) **Payroll** – (none)
- d) **FRS (Firefighters Retirement System)** – (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.***

**5) Attorney's Report-**

- o Civil Service Appeal – Attorney Danenhowe stated that over the past three weeks (1 night/week), Civil Service held hearings. These hearing were concluded last night, and Civil Service board affirmed the district's decision.
- o St. 11- Attorney Danenhowe stated that he issued a demand letter and requested that we hear back from the contractor this week.

Chief Kaufmann commended Attorney Danenhowe on his efforts in the Civil Service case. Chairman Brackett expressed his appreciation for Attorney Danenhowe.

***Commissioner Davis made a motion to accept the Attorney report. Commissioner McDowell seconded the motion. The motion carried unanimously.***

**6) Board of Commissioner Comments**

- o BOC Action Items Review- (none)

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Commissioner McDowell stated that we represented well at the STARC parade held at Wal-Mart this morning.

Chief Kaufmann stated that we have our command trailer, sprint units and high-water trucks assisting with the parades.

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

*The meeting was adjourned at 7:09 p.m.*

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