

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes March 17, 2026

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 Brackett was absent.

OLD BUSINESS: (none)

NEW BUSINESS:

Recognitions:

Firefighter of the Year: Brandon Sauter

Medic of the Year: Jeremy Suber

Communications Officer of the Year: Amy Phillips

Swear Ins: Communications Officer Jackie Thigpen, Fire Prevention Officer Alan Novak

Promotions: District Chief Nathan Thigpen, Communications Supervisor Amy Phillips

APPROVAL OF MINUTES

Commissioner Rich made a motion to approve the minutes of the February 10, 2026 meeting. Commissioner McDowell seconded the motion. The motion carried unanimously.

1. Chief's Report

a) Significant Monthly Events

- Ethics/ Sexual Harassment Training/ Financial Disclosure
- Gala- Saturday, April 25
- Esophageal Cancer Screenings (65 employees tested, 6 positive pre-cancer screens)
- FRS Employer Rate Reduction- Effective July 1, the employer rate will reduce from 33.25% to 30%. Effective April 1, the employer will pay retirement contributions for DROP participants.
- St. 10
 - Bid Opening- (Resolutions under "PMI") – Dynamic Constructors was the lowest bidder. Attorney Danenhower briefly discussed the ongoing background/reference check results.

b) **Operations Reports** – Chief of Operations Gross discussed the "Operations" report (February) 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 (February) which covered preventative maintenances and major repairs performed.

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- d) **Fire Prevention Report-** Chief of Fire Prevention Marquette discussed the monthly “Fire Prevention” report (February) which included Inspections, Public Fire Safety & Education Events, Investigations, and Economic Impact.
- e) **Training Report** – Chief of Training Harrison discussed the monthly “Training” report (February) which included Classes, Certifications and Revenues.
- f) **Communications Report** – Chief of Communications Parish discussed the monthly “Communications” report (February) which included call volume and statistics.
- g) **General Comments-**
 - Staffing Vacancies
 - Suppression- 0
 - Communications- 1- Interviews being held on March 31
 - Chief Kaufmann stated that we have 2 independent (self-pay) recruits in the academy. He further stated that we had 1 recent and 1 upcoming resignation and may be able to hire from the independent recruits.

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

2) SFFA (Slidell Firefighters Association) – (none)

3) PMI Accounting- Mrs. Gaudin discussed the February financial report.

Chief Kaufmann stated that we have been putting money aside for the radio project funding; however, 911 has been putting money aside and will fund most of the project.

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

4) PMI Report –

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

- 1) 2026-011: BOC Resolution Adopt Employee Handbook Revisions)

Commissioner Rich made a motion to adopt Resolution 2026-011, Relating to the Adoption of the Employee Handbook Revisions 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) 2026-012: BOC Resolution (Adopt SOP & SOG Revisions)

Commissioner Rich made a motion to adopt Resolution 2026-012, Relating to the Adoption of Revisions to the Standing Operating Guidelines and Standard Operation Procedures 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) 2026-013: BOC Resolution (Adopt Official Journal)

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Commissioner McDowell made a motion to adopt Resolution 2026-013, Relating to the Adoption of the Official Journal 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.

- 4) 2026-014: BOC Resolution (Adopt 2025 LLA Audit Compliance Questionnaire)

Commissioner Davis made a motion to adopt Resolution 2026-014, Relating to the Approval of the 2025 LLA Audit Compliance Questionnaire 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) 2026-015: BOC Resolution (Approve Rules of Conduct- Public Comments)

Commissioner Davis made a motion to adopt Resolution 2026-015, Relating to the Rules of Conduct 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.

- 6) 2026-016: BOC Resolution (Approve Station No. 10- Additional Funds)

Commissioner Davis made a motion to adopt Resolution 2026-016, Relating to the Approval of Additional Funds for the Station No. 10 Project 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.

- 7) 2026-017: BOC Resolution (Approve Station No. 10- Lowest Responsive & Responsible Bidder)

Commissioner Davis made a motion to adopt Resolution 2026-017, Relating to Award the Station No. 10 Project to the Lowest Responsive and Responsible Bidder 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.

- 8) 2026-018: BOC Resolution (Approve Amendment to BOC Resolution 2024-022 "Surplus Equipment")

Commissioner Rich made a motion to adopt Resolution 2026-018, Relating to Approve to Amend BOC Resolution 2024-022 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.

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03/17/2026

9) 2026-019: BOC Resolution (Approve Commercial Casualty, Property & Automotive Insurance “VFIS”)

Attorney Danenhowe stated that there was an approx. \$100,000 reduction, despite us increasing building value limits on stations 12, 15 and 16 as well as on some of the apparatus.

Commissioner Davis made a motion to adopt Resolution 2026-019, Relating to the Approval of the Commercial Property, Casualty and Automotive Insurance 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.

10) Fire Chief Evaluation- Composite category score of 4.96, composite question score of 4.955.

Commissioner McDowell made a motion to accept the Fire Chief Evaluation. Commissioner Rich seconded the motion. The motion carried unanimously.

11) General Comments

- c) **Payroll** – (none)
- d) **FRS (Firefighters Retirement System)** – ER DROP contributions (04/01/2026) & ER Rate Reduction (07/01/2026) (33.25% to 30%)
- e) **VFIS Special Risk Insurance & LWCC**- VFIS Renewal Questionnaire Submitted

5) Attorney’s Report-

- St. 10 Due Diligence Report
- Continued Millage/Assessor issues with the D.A.
- Station 11 fall incident

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

6) Board of Commissioner Comments

Chief Kaufmann stated that we rent a classroom, through the City of Slidell, at the DISA Building. Textron is buying the building, and we will have to vacate by April. He further stated that SMH has offered to let us use the Wellness Pavilion on Robert Blvd. for training and Board meetings

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

The meeting was adjourned at 7:23 p.m.

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