

St. Tammany Fire Protection District No. 1

Board of Commissioners

Regular Meeting Minutes November 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 Powell were present.
Commissioner Davis was absent.

OLD BUSINESS: (none)

NEW BUSINESS:

Recognition: Cancer Awareness: Dale Lott
Leadership Northshore- Chief Kaufmann stated that they visited St. 11 and sent a thank you note.

APPROVAL OF MINUTES

Commissioner Rich made a motion to approve the minutes of the October 21, 2025 meeting. Commissioner Powell seconded the motion. The motion carried unanimously.

1. Chief's Report

a) Significant Monthly Events

- To consider and take action with respect to adopting a resolution providing for canvassing the returns and declaring the results of the special election held in Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana, on Saturday, October 11, 2025, to authorize the renewal of a parcel fee therein. (*Resolution under "PMI"*)
- December BOC Meeting
- St. 10- UPDATE- Chief Kaufmann stated that the Act of Donation has been signed. He further stated that we have the application for the administrative process, and we hope to have the plans to be sent to the State Fire Marshall's office and put it out for bid in the very near future.
- Training Classroom #2- Chief Kaufmann stated that this project is nearing completion and that this has been a smooth process.

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.

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- d) **Fire Prevention Report-** Asst. Chief of Fire Prevention Macaluso 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 Harrison discussed the monthly “Training” report (October) which included Classes, Certifications and Revenues.
- f) **Communications Report** – Chief of Administration Duffaut discussed the monthly “Communications” report (October) which included call volume and statistics.
- g) **General Comments-**
 - Chief Kaufmann stated that he met with Brian Glorioso, Stephanie Berault and Bob Owen to see about getting a State Representative to author legislation that would remove the mandatory four-year roll-forward to maintain the millage maximum.
 - Chief Kaufmann stated that he was invited to an international Zoom meeting to discuss mental health in the fire service, and he explained our program and was asked to present the program in the public speaking part of meeting. He further stated that we have been progressive in the safety of our personnel.
 - Decon Units- Chief Kaufmann stated that he was contacted by a writer for FireRescue 1 magazine to interview and discuss the decon units, as well as the additional cancer prevention measures we have in place.
 - Staffing Vacancies
 - Suppression- 0
 - Communications- 0

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

2) SFFA (Slidell Firefighters Association)

- Providing Thanksgiving turkeys for all stations
- Selecting a family for Christmas
- Taylor Bass Golf Tournament- Mar. 13, 2026

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

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

4) PMI Report –

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

1) 2025-043: BOC Resolution (Adopt Canvassing the Returns- Special Election)

There was a brief discussion regarding the original advertised amount for the election cost being changed to reflect \$ 56,600.00

Commissioner Powell made a motion to adopt the amended Resolution 2025-043, Relating to Providing for Canvassing the Returns and Declaring the Results of the Special Election held in Fire Protection District No. 1 of the Parish of St. Tammany, State of Louisiana, on Saturday, October 11, 2025, to Authorize the Renewal of a Parcel Fee Therein. Commissioner Rich seconded the motion.

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

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The motion carried unanimously.

- 2) 2025-044: BOC Resolution (Approve Increase in LLA Reserve Fund from Projected Surplus)

Commissioner Rich made a motion to adopt Resolution 2025-044, Relating to the Approval to Increase the LLA Reserve Restricted Fund 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) 2025-045: BOC Resolution (Approve Purchase of Apparatus from Projected Surplus)

Commissioner McDowell made a motion to adopt Resolution 2025-045, Relating to the Approval to Purchase an Apparatus for District No. 1. Commissioner Powell seconded the motion.

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

The motion carried unanimously.

- 4) 2025-046: BOC Resolution (Approve Surplus of Equipment Deemed of "No Value")

Commissioner Powell made a motion to adopt Resolution 2025-046, Relating to the Approval to Surplus Equipment Deemed of "No Value" 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) 2025-047: BOC Resolution (Approve Communications/ Dispatch Agreement Addendum)

Commissioner Powell made a motion to adopt Resolution 2025-047, Relating to the Approval of the Inter- Governmental Agreement Addendum for Emergency Dispatch 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.

- 6) 2025-048: BOC Resolution (Approve 2026 BOC Public Meeting Schedule)

Commissioner McDowell made a motion to adopt Resolution 2025-048, Relating to the Approval of the 2026 BOC Regular Meeting Schedule 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.

- 7) 2025-049: BOC Resolution (Approve Administration to Select Professional Service- St. 10 Architect/ Engineer)

Commissioner Powell made a motion to adopt Resolution 2025-049, Relating to the Approval to Select Professional Services for Station 10 for District No. 1. Commissioner McDowell seconded the motion.

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

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The motion carried unanimously.

- 8) 2025-050: BOC Resolution (Approve Administration to Conduct Pre-Bid Conference & Release RFP- St. 10)

Commissioner Powell made a motion to adopt Resolution 2025-050, Relating to the Request for Proposal to Bid Station No. 10 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.

- 9) 2025-051: BOC Resolution (Approve Additional Funding for Station NO. 10 from Projected Surplus)

Commissioner Powell made a motion to adopt Resolution 2025-051, Relating to the Approval of Additional Funds for 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.

- 10) General Comments- (none_
- 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 Powell seconded the motion. The motion carried unanimously.

5) Attorney's Report

- St. 10 land donation
- Dispatch agreements
- Public record requests/ subpoenas

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

6) Board of Commissioner Comments

- BOC Action Items Review- (none)

Commissioner McDowell made a motion to not have a December meeting. Commissioner Powell seconded the motion. The motion carried unanimously.

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

The meeting was adjourned at 6:46 p.m.

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