

ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting
July 15, 2020

Call to Order: 5:30pm

Roll Call:

Jay Hawkins
Michael Anderson
Sandra Slifer
Darryl Battaglia
Stephen Saussy

Absent: None

Also, Present:

Susan Ohlenforst, Board Secretary
Chief Brandon Stein

Pledge of Allegiance: Recited

Modification of Agenda: None

Hearing of Public Concerns: None

Secretary's Report:

Upon motion by Slifer, seconded by Saussy, the meeting minutes for June 2020 were unanimously approved.

Financial Report including a P&L Budget Performance for the month of June 2020 and a Check Register Report for the General Fund Account up to June 30, 2020 were presented. Balance of General Fund as of June 30, 2020 was \$924,550.32 with \$742,819.20 being current year funds and \$181,731.12 being Capital Funds from previous years money. The balance in the LAMP Emergency Fund was \$263,339.38. Upon motion by Slifer, seconded by Saussy, the financial statements for June 2020 were unanimously approved.

Communications: New Vendors Reported – Detroit Shields, Grand Touring Automotive, ITA Truck Sales, Stryker

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Chief's Report:

Vehicles and equipment

All units in working order. Only a few minor lighting issues being addressed on multiple units at this time

Personnel

No issues to report

Annual testing and inspections

Inspections ongoing

Training

On-line training is still currently being performed.

Currently exploring additional training options for personnel, in addition to current training options.

Station improvements

New Conference room is complete.

Old Business:

Policy and Procedures: After discussion of the Health Insurance Co-Pay Reimbursement Policy it was determined to eliminate this policy, upon motion by Anderson and seconded by Slifer, it was unanimously approved to eliminate the Health Insurance Co-pay reimbursement policy effective August 1, 2020. An amendment to Credit/Debit Card Policy was presented by Ohlenforst with noted changes to be made including a line for lost cards. Upon motion by Slifer , seconded by Anderson it was unanimously approved to accept the amended Credit/Debit Card Policy. Next Ohlenforst presented an amendment to Receipts Policy. Upon motion by Battaglia,

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seconded by Slifer, it was unanimously approved to accept the amended Receipts Policy. Ohlenforst then presented an amendment to IT Policy, in which Yes Tech provided the necessary information to bring our policy up to date and to meet the requirements of the Louisiana Legislative Auditors. Upon motion by Slifer, seconded by Saussy, it was unanimously approved to accept the amended IT Policy. Lastly, Ohlenforst presented an addition of New Vendor requirements to the Purchasing and Disbursement Policy. Upon motion by Slifer, seconded by Anderson, it was unanimously approved to add the New Vendor requirements to the purchasing and disbursement policy.

New Business:

Health Insurance Vote: A new premium amount was presented to the board for approval. The 2020-2021 Humana Health Insurance premium will be \$5248.23 in which it results in an increase of \$97.89. Upon motion by Slifer, seconded by Battaglia, it was unanimously approved to accept the new premium amount for the 2020-2021 policy period.

Discussion Mandatory Mask wearing by personnel: Hawkins stated that no discussion was necessary as Chief Stein had already implemented mask wearing by all personnel.

Adjournment:

Upon motion by Slifer to adjourn, seconded by Anderson, it was unanimously approved to adjourn the meeting.