

ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting
September 23, 2020 via Uberconference

Call to Order: 5:37pm

Roll Call:

Jay Hawkins
Michael Anderson
Sandra Slifer
Darryl Battaglia
Stephen Saussy

Absent: None

Also, Present:

Susan Ohlenforst, Board Secretary
Chief Brandon Stein
Ben and Keri with Yes Tech IT support

Pledge of Allegiance: Recited

Modification of Agenda: None

Hearing of Public Concerns: None

Secretary's Report:

Upon motion by Slifer, seconded by Battaglia, the meeting minutes for August 2020 were unanimously approved.

Modification to the Financial Report including a P&L Budget Performance for the month of July 2020 was presented as modified due to the increase of FFRS for approval. Motion was made by Slifer to approve the modified July 2020 P&L, seconded by Saussy, the modified report for July 2020 was unanimously approved. Financial Report including a P&L Budget Performance for the month August 2020 and a Check Register Report for the General Fund Account up to August 30, 2020 were presented. Balance of General Fund as of August 30, 2020 was \$639,173.10 with \$495,148.77 being current year funds and \$144,024.33 being Capital Funds from previous years money. The balance in the LAMP Emergency Fund was \$263,443.45. Upon motion by Slifer, seconded by Saussy, the financial statements for August 2020 were unanimously approved.

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Communications: PAF for confirmation of Daniel Fuselier was announced by Ohlenforst. She reported that Hawkins would need to sign his PAF. Ben and Keri from Yes Tech gave an update on our IT Services and introduction of Microsoft Team meetings. Ben and Keri will set up training sessions on the program for us.

Chief's Report:

Vehicles and equipment

- All units in working order.

Personnel

- 2 personnel placed on quarantine for 72 hours due to exposure or symptoms. Both tested negative. Both were off duty.
- We have acquired additional volunteers.

Annual testing and inspections

- Pre-planning to start October 5, 2020
- Hose testing to begin in November, along with pump testing.

Training

- On-line training is still currently being performed.
- Inspector class is being assembled for end of October.
- 3 personnel in Driver-Operator class in Pearl River. Will finish the end of this week.

Station improvements

- No update on the plans for station-81.
- Electrical and enclosure are in the process of being installed.

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Old Business:

Policy and Procedures:

Policy and Procedure Discussion – Fuel Policy was presented for discussion by Chief Stein. After discussing the modification of this policy and the need to have it updated. Motion was made by Slifer, seconded by Anderson to approve the updated fuel policy, it was unanimously approved.

New Business:

2021 Budget submitted for discussion:

Hawkins began discussion of the 2021 budget. After discussion it was determined that we could move forward with advertising for public review.

2021 Audit Discussion:

It was discussed that we had not received the audit engagement letter from Griffin& Furman, and this would be tabled until the next meeting in October. Upon motion by Saussy, seconded by Slifer it was unanimously approved to table until the October meeting.

CSB Nomination College List: John Colley was nominated to represent the college list. Upon motion by Slifer, Seconded by Battaglia, it was unanimously approved to appoint John Colley as the CSB College list representative.

Surplus Items: HP laser Jet Cp1525 SN#CNBF302290 and HP Office Jet 4650 SN#TH5AM2B242. Upon motion by Slifer, seconded by Anderson, it was unanimously approved to surplus the mention items.

Adjournment:

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