

***ST. TAMMANY FIRE PROTECTION DISTRICT #8***

***Minutes of Board of Commissioners Meeting***

***December 18, 2024***

**Call to Order:** 5:33 pm

**Roll Call:**

Mike Anderson, Chair  
Sandra Slifer, Vice-Chair  
Brandon Brener  
Jeff King

**Also, Present:**

Chief Brandon Stein  
Chief Eric Givens  
Sue Ellen Stewart, Board Secretary  
Aaron Sallean  
Barry Smith  
Michael Taylor  
Matthew Powell  
Jessica Shilling  
Shawn Givens

**Absent:**

**Pledge of Allegiance:** Recited

**Modification of Agenda:** Three topics were added:

- Overview of Health Insurance from Shawn Collins
- Discussion of part time training officer
- Chief Stein's annual review

Upon motion by S Slifer, seconded by J King, the three agenda modifications were approved and unanimously approved.

**Public Concerns:** None

**Overview of Health Insurance**

Shawn Collins from Health Care Search presented a brief overview of two policies through Allstate (Allied) and OptiMed Health that could significantly reduce the districts employee benefits expense with the same current coverage or better nationwide. S Stewart will email board members a copy of the plan handouts. Mr. Collins will present the full package at the January 15<sup>th</sup> board meeting.

**Secretary's Report:**

Upon motion by S Slifer, seconded by J King, the meeting minutes for November 20, 2024, were approved and unanimously accepted.

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The Financial Report includes a P&L Budget Performance for the month of November 2024. The balance of the HB Operating Account as of November 30, 2024, was \$804,412.67, HB Emergency Funds of \$48,195.44, HB Capital Acquisition Fund of \$30,779.04 and LAMP account of \$401,783.76. For a total funds on hand of \$1,285,170.91.

Year to Date Operating Income of \$1,654,019.99 (100.26% of budget) with expenses of \$1,446,266.22 (87.67% of budget) for a Net YTD Operating Income of \$207,753.77.

Motion made to approve the November 2024 financial reports by S Slifer, seconded by J King, was unanimously accepted.

**Communication: N/A**

**Chief Stein's Report**

**Vehicles and equipment**

- All vehicles in order and operational
- All equipment in order and operational
- Bay doors at all stations being serviced and repaired.

**Personnel**

- Full shifts and 13 part-time

**Annual testing and inspections**

- All up to date.

**Communications**

**Personnel Recognition**

- |                    |                 |         |
|--------------------|-----------------|---------|
| • Birthdays        | Dominick Jochum | 12/1    |
| • Years Of Service | Chad Triche     | 3 years |
|                    | Greg Charrier   | 9 years |

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**RUN REPORT  
DECEMBER 2024**

Call data is from month of NOVEMBER

CALL NATURE	2023	2024	differential
MEDICAL	29	20	-9
PUBLIC ASSIST	3	6	+3
MOTOR VEHICLE ACCIDENT	4	4	0
STRUCTURE FIRE	0	0	0
VEHICLE FIRE	0	0	0
NATURAL VEGETATION FIRE	5	2	-3
RESIDENTIAL FIRE ALARM	2	4	+2
COMMERCIAL FIRE ALARM	0	3	+3
GAS LEAK/SPILL	1	4	+3
POWERLINE/POLE INCIDENT	0	0	0
BURN COMPLAINT	6	1	-5
OTHER HAZARD	0	1	+1
SERVICE CALL	0	0	0
MUTUAL AID EMS	0	0	0
MUTUAL AID FIRE	1	0	-1
MUTUAL AID ALARMS	0	2 (FD 7)	+2
MUTUAL AID MVA	0	0	0
MUTUAL AID NAT. VEG	1 (FD 7)	0	-1
MUTUAL AIDE OTHER	0	0	0
<b>MONTHLY TOTAL</b>	<b>52</b>	<b>47</b>	<b>-5</b>
<b>YEAR TO DATE TOTAL</b>	<b>771</b>	<b>677</b>	<b>-94</b>

**RESPONSE ANALYSIS**

Call data is from month of November

STATION	CALL VOLUME	AVG RESPONSE TIME
81	32	N/A
82	11	N/A
83	4	N/A

A-SHIFT	B-SHIFT	C-SHIFT
9	18	20

Chief Givens is working with the First Due to gather response times as it's not part of the standard reporting package.

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#### **Chief Given's Update:**

- Working to resolve issues with bay doors at all stations.
- B Smith and M Taylor participated in and passed the Live Fire Instructor course.
- Two members took the Fire Fighter II course with C Watters passing.
- Chief Givens requested training interests from all to establish a training map and coordinate schedules and locations.
- Structural fire gear was returned to the district with proper lettering completed

#### **Old Business:**

- **Facility Update:** Chief Stein, Chief Givens and M Anderson met with Greenleaf staff on 12/4 to discuss revised floor plans. Adjustments were made to the plans to match the budget. FD team will review plans and get back with GL. The project estimate was briefly discussed which will lead to additional research and further discussions with GL.
- **New Appointees:** Chief Stein will secure a resume from a potential candidate.

#### **New Business:**

- **Public Notice of Intent to Call an Election:** Notice was read by S Stewart and is attached.
- **2025 Chairman Election:** Motion made by S Slifer to re-appoint M Anderson as 2025 Chair, seconded by J King and was unanimously approved. B Brenner submitted a motion to re-appoint S Slifer as 2025 Vice Chair, seconded by J King and was unanimously approved.
- **2024 Financial Status & Capital Funds:** Deferred to January meeting once all year end transactions are completed.
- **Incentive Pay Plan:** Chief Stein is gathering input from all FD team and will finalize by January 1, 2025
- **PT Training Officer:** Chief Stein had conversation with a training officer available for hire in January. He has 30 years' experience in fire/EMS with 20 years' experience in training and would be a great addition to the staff that would increase in-house training and could result in improvements of our PIAL rating. Because this position was not specifically identified in the 2025 budget, a motion to add the PT training officer @ approximately \$29,000 annually was submitted by S Slifer, seconded by J King and unanimously approved.
- **Chief Stein's Annual Review:** Review forms were distributed to all board members. M Anderson requested the completed forms returned to him prior to the January meeting.

**Adjournment @ 6:42** Motion to adjourn submitted by S Slifer, seconded by J King, the motion was unanimously approved.

**Next Meeting:** January 15, at 5:30pm

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PUBLIC NOTICE

NOTICE OF INTENT TO CALL AN ELECTION

Notice is hereby given in accordance with Section 19.1 of Title 42 of the Louisiana Revised Statutes of 1950, as amended, that the Board of Commissioners, acting as the governing authority, of the Fire Protection District No. 8 of the Parish of St. Tammany, State of Louisiana (the "**District**") at its regularly scheduled meeting on December 18, 2024 at its regular meeting place, 22455 Hwy 36, Abita Springs, Louisiana, at 5:30 p.m., will discuss and consider adopting a resolution ordering and calling an election to authorize the renewal of three (3) ad valorem taxes, which will be used for the purposes of acquiring, constructing, improving, maintaining and operating fire protection and emergency medical service facilities, vehicles and equipment, including movable and immovable property, to be used by the District directly or indirectly to provide fire protection and emergency medical services in and for the District.

By: FIRE PROTECTION DISTRICT NO. 8 OF THE PARISH OF ST. TAMMANY,  
STATE OF LOUISIANA

FOR ANNOUNCEMENT AND PUBLICATION IN THE OFFICIAL JOURNAL