

ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting
July 20, 2022

Call to Order: 5:34pm

Roll Call:

Michael Anderson, Chairman
Sandra Slifer, Vice-Chairwoman
Jeff King
Stephen Saussy

Also, Present:

Susan Ohlenforst, Board Secretary
Chief Brandon Stein
OP Barry Smith-Upgraded Captain

Absent: Brandon Brener

Pledge of Allegiance: Recited

Modification of Agenda: None.

Hearing of Public Concerns: None

Secretary's Report:

Upon motion by Slifer, seconded by King, the meeting minutes for Special Meeting June 27, 2022, were unanimously approved.

Financial Report including a P&L Budget Performance for the month of June 2022 and a Check Register Report for the General Fund Account up to June 30, 2022, was presented. Balance of General Fund as of June 30, 2022, was \$1,098,716.09 with \$762,579.09 being current year funds and \$336,137.00 being Capital Funds from previous years money. The balance in the Emergency Fund was \$240,073.48 less (3) certificate of deposit in the amount of \$60,000.00. The CD561278 in the amount of 20,016.28 maturity date of 2/25/2023, CD561619 in the amount of 20,005.75 maturity date of 4/24/2023 and CD561673 in the amount of 20,001.15 maturity date of 5/24/2023. Upon motion by Slifer, seconded by Saussy, the financial statements for June 2022 were unanimously approved.

Communications: Ohlenforst reported a new vendor: Auto Glass Unlimited

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Chief's Report:

Vehicles and equipment

- Normal general repairs and upkeep on units.
- Tender-81 door was repaired from prior damage while hitting station.
- Portable pumps are back in operation
- Portable generator request for Station 81- 100KW portable generator available for purchase from the state surplus auction. The generators anticipated cost would be around \$6,000.00. After discussion with board, upon motion by Slifer, seconded by King, the purchase of the generator up to \$6000.00 was unanimously approved.

Facilities

- Awaiting survey for Station-81 property.

Personnel

- Current personnel numbers are as follows:
Paid- 12 Part-time- 12 Volunteer-4
- New personnel completed rookie school and EMR class. Awaiting FF1 testing and EMR licensing

Training

- Normal training
- One personnel certified in Car seat installation
- Currently 2 personnel enrolled in Advanced Vehicle Rescue class in October

Annual testing and inspections

- All continuing as scheduled

Communications

- 48/96 rotation has been made permanent. This pay period will be extended by one day to move the pay period from Monday thru Sunday in order to simplify payroll. There will only be 3 different payroll amount each time now. Shifts will work (2) 120 hr pay periods, then (1) 96 hr pay period.

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Old Business:

Station 81 New Construction Project Report and Discussion: Chief Stein reported that we are still waiting on the survey of the property.

Policy and Procedures Discussion: Credit Card Policy will be updated by next meeting. Chief Stein has implemented a sign out log for the use of the credit card.

Past Board member recognition: Ohlenforst presented a guest list to the board. Saussy recommended that we add the town of Abita board members since most of them have served with Hawkins on past boards. In addition, Chief Stein recommended adding Chief Gorrondona. Chairman Anderson added civil service board members Garcia and Colley. Chairman Anderson asked Ohlenforst to get an idea of what cost we may incur. Chief Stein stated we have received a few donations that should cover the cost of the ceremony.

New Business:

2023 Budget committee established: Chairman Anderson appointed the following: Chief Stein, Ohlenforst, Saussy and Brener to serve on the committee. Chief Stein asked if anyone on department staff could attend the budget committee meetings. Anderson stated he didn't see an issue with fire department personnel sitting in on the meetings. Chief Stein stated he would put it out to personnel and it would be up to them.

Adjournment:

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