

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

**Minutes of Board of Commissioners Meeting**

**August 16, 2023**

**Call to Order:** 5:34 pm

**Roll Call:**

Sandra Slifer, Vice-Chairwoman  
Brandon Brener  
Jeff King  
Stephen Saussy

**Also, Present:**

Chief Brandon Stein  
Sue Ellen Stewart, Board Secretary  
Captain Eric Givens  
Ken Schroeder, Pastor Sweetwater Church

**Absent:**

Michael Anderson, Chairman (excused)

**Pledge of Allegiance:** Recited

**Modification of Agenda:** No modifications required

**Public Concerns:** Nothing to address

**Secretary's Report:**

Upon motion by S Slifer, seconded by J King, the meeting minutes for July 19, 2023, were unanimously approved.

Financial Report includes a P&L Budget Performance for the month of July 2023. The balance of Operating Account as of July 31, 2023, was \$1,155,111.16, Emergency Funds of \$122,148.24 and CD's totaling \$181,796.72

<b>CD Account</b>	<b>Balance</b>	<b>Maturity</b>
561278	\$20,055.63	1/25/24
561619	\$20,055.12	3/27/23
561673	\$20,054.96	10/24/23
561746	\$20,091.66	12/20/23
561942	\$20,300.20	10/16/23
562056	\$20,352.90	11/7/23
562219	\$20,302.76	12/5/24
562429	\$20,340.34	1/3/24
562955	\$20,243.15	2/17/24
<b>TOTAL</b>	<b>\$181,796.72</b>	

The motion was made to approve the treasurer report for July 2023 by S Saussy and seconded by B Brener and was unanimously approved.

**Communication:** A current vendor list was included in the board package provided to all board members. Monthly updates will be included in the communication section and a complete vendor list will be distributed at the first board meeting each year.

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#### **Chief's Report:**

##### **Vehicles and equipment-**

- New Service Truck is complete and in service
- Rescue-81 has returned and back in service
- Station-83 Generator has been repaired
- Station-81 Generator part is in, scheduled for repair

##### **Facilities-**

- Meeting was held on 7-14-23 of building committee.

##### **Personnel-**

- 12 Paid Personnel
- 12 Part-Time Personnel

##### **Training-**

- 2 personnel have attended Apparatus Driver/Operator at FD12 over the last several weeks. They will complete class on Friday 7/21/2023 and Test on Monday 7/24/2023.

##### **Annual testing and inspections-**

- Inspections are up to date and continuing
- Town of Abita was presented a list on Monday 7/17/23 of Hydrant issues.
- Hydrant maintenance and painting to begin soon
- All apparatus testing, hose testing, hydrant testing scheduling has been restructured.

Eric Givens is the lead on the new building committee. He and Martin met with Chief Kaufmann to gain insight into different designs, architects, cost, beneficial features, and functionality.

##### **Old Business:**

**Tier 2.1 Filing:** Forms from S Saussy was received today.

**Updated Procedures:** No additional procedures were presented. Updates will be an ongoing process.

**Proposed Public Records Request Fee Schedule:** A draft of the proposed public records request was provided. Further work will be done on the specific fees and distributed at the next meeting.

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**New Business:**

**2022 Financial Audit and Statewide Agreed-Upon Procedures:** The Financial Audit report was emailed out to all board members Aug. 16<sup>th</sup> and a copy of the Statewide Agreed-Upon Procedures was distributed in the board package and emailed to everyone on 8/17/23. Most of the findings have been resolved and additional resolutions will be reported at future meetings.

**2024 Budget Committee Discussion:** The budget committee was unable to meet prior to the board meeting and has scheduled the committee meeting for Wednesday August 23, at 5:00pm. Committee members were provided with year to year and year to budget comparisons in prep for the committee meeting.

**PAF's:** No forms were presented

**Adjournment @ 6:20:** Motion to adjourn submitted by S. Saussy, seconded by B Brener, the motion was unanimously approved.

**Next Meeting:** September 20, 2023, at 5:30pm