

ST. TAMMANY FIRE PROTECTION DISTRICT #8

Minutes of Board of Commissioners Meeting

February 21, 2024

Call to Order: 5:32 pm

Roll Call:

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

Also, Present:

Chief Brandon Stein
Chief Eric Givens
Sue Ellen Stewart, Board Secretary
Captain Martin Krey
FF/OP Barry Smith
OP Daniel Fortun
Ken Schroeder, Pastor Sweetwater Church

Absent:

Brandon Brener

Pledge of Allegiance: Recited

Modification of Agenda: N/A

Public Concerns: None

Personnel Recognition:

Name	Birthday	Service	Accomplishments
Sue Ellen Stewart		1 year	
Barry Smith		7 years	
Chief Brandon Stein		20 years	
Chief Eric Givens	1/25	21 years	

Secretary's Report:

Upon motion by S Slifer, seconded by J King, the meeting minutes for January 17, 2024, were unanimously approved.

Financial Report includes a P&L Budget Performance for the month of January 2024. The balance of Operating Account as of January 31, 2024, was \$1,601,651.01, Emergency Funds of \$129,805.35, Capital Acquisition Fund of \$70,000.00 and CD's totaling \$205,596.51. For a total of \$2,007,052.87.

Operating Income of \$1,069,072.12 with expenses of \$106,888.00 for a net income of \$962,184.12

Prior years acquisition fund was calculated from depreciation plus the net revenue from the year and stated as \$144,832.52 as of 2023. Future reporting will reflect acquisition funds in the Capital Fund Account.

Upon motion by S Slifer, seconded by J King, \$144,832.52 is to be transferred from the Operating account to the Capital Acquisition Fund by online internal funds transferred to be executed by SE Stewart, the motion was unanimously approved.

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CD Account	Balance	Maturity
561278	\$20,822.76	8/24/24
561619	\$20,055.12	3/27/24
561673	\$20,676.04	4/24/24
561746	\$20,546.29	6/19/24
561942	\$20,669.22	9/16/24
562056	\$20,742.69	10/7/24
562219	\$20,656.52	9/5/24
562429	\$20,755.91	8/24/24
562955	\$20,671.96	2/17/24
569519	\$20,000.00	8/31/24
TOTAL	\$205,596.51	

CD 561278 renewed for 7 mths @ 5.10%

CD 562429 renewed for 7 mths @ 5.10%

CD 562519 new for 7 mths @ 5.10%

The motion was made to approve the January 2024 treasurer report by S Slifer, seconded by J King and was unanimously approved.

Communication:

Steve's RV is a new Vendor

The Civil Service Board approved 4 applicants, Martin Krey, Aaron Sallan, Barry Smith and Michael Taylor to take the Fire Captains Exam to be scheduled for March 5th.

Chief's Report:

FIRE CHIEF REPORT

January 2023

Vehicles and equipment

- Tender-81 remains at Siddons Martin for several repairs.
- The Water Supply trailer is nearing completion.

Personnel

- 12 full-time
- 14 Part-Time
- 5 active volunteers

Training

- 6 personnel will attend Man vs Machine training in Slidell on February 29.
- Several personnel scheduled NFA classes for this year.
- Chief Givens is attending Advanced EMT
- One Candidate in FD11 Rookie School

Annual testing and inspections

- Annual schedules completed.
- Hose testing will begin March.

Communications

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- FD7 update- Parish Council agreed to cease any forward movement of a consolidation with FD7 and FD9 and allow the St. Tammany Fire Chiefs Association to step in and assist Chief Whitehead and Fire District 7 with salvaging the department and moving it forward. The Parish Council members who represent Fire District 7 also agreed to make changes with the Board of Commissioners to facilitate a better working relationship between the Board and the Fire Chief. Several other Fire Districts have offered options to assist FD7 in providing coverage as well as Auto-Aid agreements.

RUN REPORT

February 2024

Call data is from month of January 2024

CALL NATURE	2023	2024
MEDICAL	41	33
PUBLIC ASSIST	3	5
MOTOR VEHICLE ACCIDENT	6	8
STRUCTURE FIRE	0	0
VEHICLE FIRE	0	0
NATURAL VEGETATION FIRE	1	1
RESIDENTIAL FIRE ALARM	1	6
COMMERCIAL FIRE ALARM	1	1
GAS LEAK/SPILL	0	0
POWERLINE/POLE INCIDENT	0	0
BURN COMPLAINT	0	1
OTHER HAZARD	2	1
SERVICE CALL	0	1
MUTUAL AID FIRE	0	3
MUTUAL AID MVA	0	0
MUTUAL AID NAT. VEG	0	0
MUTUAL AIDE OTHER	0	1
MONTHLY TOTAL	55	62
YEAR TO DATE TOTAL	55	62

RESPONSE ANALYSIS

February 2024

Call data is from month of January 2024

STATION	CALL VOLUME	AVG RESPONSE TIME
81	37	3:44
82	17	7:36
83	8	2:52

Old Business:

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

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Facility Update: Research continues with funding opportunities and facility design.

Property Insurance Renewal: VFIS policy renews tomorrow 2/22/24 at \$50,945 which is \$3,934 (8.3%) over last year.

American Tower Proposal: project was placed on hold by American Tower.

Tier 2.1 Filing: Received filing from M Anderson & J King

Ethics Training: Received filing from M Anderson & J King.

Chief Stein Performance Evaluation: defer to next month

New Business:

Sexual Harassment Training: Link was sent out and includes cyber security training which is new this year.

Resolution 2024-002 State of LA Attorney General Opinion: Resolution was read to obtain an opinion on use of funds from one Fire department to another Fire Department. Resolution attached. Motion made by S Slifer and seconded by J King and unanimously approved.



Resolution
2024-002 State of LA

Addendum to Capital Fund Bank Account regarding Signature Authority: Motion by S Slifer, seconded by J King to remove Stephen Saussy as an authorized signer on all Home Bank accounts and to add Sandra Slifer in addition to Michael Anderson as an authorized signer on the Home Bank Capital Fund account, motion was unanimously approved.

Background Checks: Motion by S Slifer, seconded by J King to have background checks performed on all current and incoming board members, motion was unanimously approved.

Budget Error Posting: An error in addition in the "\$ Change column between years was discovered on the 2024 Approved Budget publicized in December. Because the error occurred in the "Change column only and the actual budget dollar are correct it was determined that the corrected document be posted on the STFD website.

Purchasing Policies & Procedures: Current external audit review is in process and policies and procedures are in review for updates. CPA is closely looking into credit card policies and will make any recommendations if applicable.

Emergency Reporting System: The current system used will be obsolete at the end of the year. Chief Givens is researching options and will present findings next meeting.

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Adjournment @ 6:32 Motion to adjourn submitted by S Slifer, seconded by J King, the motion was unanimously approved.

Next Meeting: March 20, 2024, at 5:30pm