

ST. TAMMANY FIRE PROTECTION DISTRICT #8

Minutes of Board of Commissioners Meeting

January 15, 2025

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
Martin Krey
Shawn Collins
John Gains

Absent:

Pledge of Allegiance: Recited

Public Concerns: None

Overview of Health Insurance

Shawn Collins and John Gains presented a proposed health insurance plan through Allstate (Allied) and OptiMed Health that could significantly reduce the districts employee health care expense. S. Collins will provide a reference list of businesses on the plan and board members will review the documentation for discussion at the February board meeting.

Secretary's Report:

Upon motion by S Slifer, seconded by J King, the meeting minutes for December 18, 2024, were approved and unanimously accepted.

The Financial Report includes a P&L Budget Performance for the month of December 2024. The balance of the HB Operating Account as of December 31, 2024, was \$701,514.47, HB Emergency Funds of \$48,348.63, HB Capital Acquisition Fund of \$30,878.28 and LAMP account of \$519,077.53. For a total funds on hand of \$1,299,818.91.

Year to Date Operating Income of \$1,796,803.31 (108.91%% of budget) with expenses of \$1,603,096.22 (97.17% of budget) for a YTD Net Operating Income of \$193,707.09

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

Communication: An updated Vendor List and the 2025 Budget is in the front pocket of all board binders.

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Chief Stein's Report

Vehicles and equipment

- All vehicles in order and operational
- All equipment in order and operational

Personnel

- Full shifts and 13 part-time

Annual testing and inspections

- Hydrant inspections have begun for 2025
- Pre-plan schedule has been started for 2025
- Hose testing assignments have been issued for 2025

Communications

- Training Officer Murden has started working. Daily Training assignments have begun as well as other P.I.A.L. requirements being addressed.

Personnel Recognition

- Birthdays- David Darby 1/11
 Eric Givens 1/25
- Years Of Service - Eric Givens 22 years
 Michael Anderson 5 years

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RUN REPORT

JANUARY 2025

Call data is from month of DECEMBER

CALL NATURE	2023	2024	differential
MEDICAL	36	23	-13
PUBLIC ASSIST	4	3	-1
MOTOR VEHICLE ACCIDENT	8	6	-2
STRUCTURE FIRE	1	1	0
VEHICLE FIRE	0	1	+1
NATURAL VEGETATION FIRE	4	1	-3
RESIDENTIAL FIRE ALARM	0	8	+8
COMMERCIAL FIRE ALARM	0	0	0
GAS LEAK/SPILL	1	6	+5
POWERLINE/POLE INCIDENT	0	1	+1
BURN COMPLAINT	2	2	0
OTHER HAZARD	0	0	0
SERVICE CALL	4	3	-1
MUTUAL AID EMS	0	0	0
MUTUAL AID FIRE	1	0	-1
MUTUAL AID ALARMS	0	0	0
MUTUAL AID MVA	0	0	0
MUTUAL AID NAT. VEG	0	0	0
MUTUAL AIDE OTHER	0	0	0
MONTHLY TOTAL	61	55	-6
<u>YEAR TO DATE TOTAL</u>	<u>832</u>	<u>732</u>	<u>-100</u>

RESPONSE ANALYSIS

Call data is from month of DECEMBER

STATION	CALL VOLUME	AVG RESPONSE TIME
81	39	n/a
82	12	n/a
83	4	n/a

A-SHIFT	B-SHIFT	C-SHIFT
17	19	19

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:

- Received an email from a resident expressing gratitude for the service provided. Recognition to B shift for their professionalism in handling the call.
- Training Update;
 - Three firefighters starting EMT Basic training
 - Two attending aircraft rescue class
 - District 8 is hosting the Fire Investigator Officer training
 - Also hosting the VFIS, Train the Trainer Driving Course

Old Business:

- **Facility Update:** Chief Stein and Chief Givens reviewing the latest plans to discuss with GL. Also need to discuss and finalize the temporary housing during construction.
- **New Appointees:** Chief Stein and M Anderson will secure resumes from potential candidates.

New Business:

- **Adopt Resolution Calling for Election:** Resolution was reviewed, and vote recorded as Yeas from all board members. The signed resolution will be posted on the website. All required signed docs will be mailed to Boles Shafto on 1/16/25.
- **Adopt Resolution for Emergency Dispatch Services:** Resolution 2025-001 Intergovernmental Agreement for Emergency Dispatch Services was approved by all board members. (see attached)
- **Capital Outlay Plan Discussion:** Most of the Ad Valorum Funds received in January will be transferred to the LAMP General Account. Motion made by S Slifer to transfer \$900,000 to LAMP seconded by J King, was unanimously accepted. S Stewart will reconcile the year end funds; any 2024 remaining funds will be transferred to the capital account. Final number will be determined by the February meeting. Depreciation of \$135,000 YTD will be posted on the P&L at \$11,250 each month and transferred to the appropriate account at year end.
- **Patient Refusal Policy:** The Non-Transport Disposition policy presented protects residents and the fire district on non-transport issues. Motion made by S Slifer to accept the Non-Transport Disposition policy seconded by J King, was unanimously accepted.
- **Property Insurance Renewal:** defer to February meeting pending final quote.
- **Audit Engagement:** The 2024 audit will be February 3rd through February 7th
- **Tier 2.1 Filing:** SE Stewart will send the Tier filing and required training links to all board members.
- **Chief Stein's Annual Review:** M Anderson will review the completed evaluations. The state mandated 2% increase will be effective in January. Additional funds will be considered and discussed in February after final review of evaluations.

Adjournment @ 7:03 Motion to adjourn submitted by S Slifer, seconded by J King, the motion was unanimously approved.

Next Meeting: February 19, at 5:30pm

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RESOLUTION #2025 - 001

Intergovernmental Agreement for Emergency Dispatch Services

November 20, 2024

WHEREAS, a quorum of the Board of Commissioners of St. Tammany Fire District 8 ("BOC") was present on this date for a properly advertised regular meeting;

WHEREAS, the BOC finds St. Tammany Fire District 8 ("District") requires emergency dispatch services to be provided to the District and St. Tammany Fire Protection District 1 currently provides such services to the District pursuant to an Intergovernmental Agreement effective January 1, 2024;

WHEREAS, the BOC finds that upgrading the Computer Aided Dispatch software at Fire District # 1 would maximize the efficiencies of providing Communications and Dispatch services to St. Tammany Fire District 8;

WHEREAS, the BOC finds it is in the best interest of the District, its employees, citizens, and taxpayers to modify the existing Intergovernmental Agreement pursuant the terms and conditions in the Addendum to Intergovernmental Agreement;

NOW WHEREFORE, BE IT RESOLVED that:

1. The BOC hereby authorizes Fire Chief Brandon C. Stein to execute all documents necessary to effectuate a contract between St. Tammany Fire District 8 and St. Tammany Fire Protection District No. 1 for St. Tammany Fire Protection District No. 1 to provide emergency dispatch services to St. Tammany Fire District 8 for a period up to three years.
2. To the extent this resolution conflicts with prior resolutions of the BOC, this resolution shall supersede all previous resolutions.

This Resolution was adopted on this 15th day of January 2025 and becomes effective immediately.

The foregoing resolution was read in full; the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: (3) M Anderson, S Slifer, J King

NAYS: 0

ABSTAINED: 0

ABSENT: 0

I hereby certify that I am the Secretary of the Board of Commissioners of St. Tammany Fire Protection District No. 8, and the above resolution was properly adopted by the Board of Commissioners, which is the districts' governing authority, at the Regular board meeting called and held in accordance with the law at the district's regular meeting held on this 15th day of January 2025. Thus, signed and executed this 15th day of January 2025.

A handwritten signature in blue ink, appearing to read 'Sue Ellen Stewart', is written over a horizontal line.

Sue Ellen Stewart
Secretary to the Board of Commissioners
St. Tammany Parish Fire Protection District No. 8