

Board of Commissioners Meeting Minutes

Date: June 18, 2025
Time: 11:00 am
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:05am.

A roll call was ordered by the Chairman, report as follows:

Present: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

A quorum was present.

Other Attendees: Sean Spanel, Stephanie Torres, Athena Walker, Matt Parish, George Bonnett,

John Evans asks if there are any additions, deletions or changes to the agenda.

Bret Ibert informs the Board that he has been in conversation with Sheriff Randy Smith and he will be resigning from the Board. The resignation is to happen either the end of June or July. Sheriff Randy Smith has asked Sammy O'Keefe to join our Board. A letter will be sent to the St. Tammany Parish Government Counsel to have this approved.

Bret Ibert says that he will be happy to remain on the Board until his replacement is approved.

John Evans expresses his gratitude to Bret Ibert for his service to the Board.

1. Consider Approval of May 2025 Regular Meeting Minutes

Motion: A motion was made by Bret Ibert to approve May 2025 Regular Meeting Minutes

Support: Jeanne Hutchison

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

2. Consider Approval of May 2025 Finance Committee Meeting Minutes

Motion: A motion was made by Bret Ibert to approve May 2025 Finance Committee Meeting Minutes

Support: Martha Cazaubon

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin
Nays: 0
Abstain: 0

Chairman asked for any further discussion or public comment, no response.

3. Consider Approval of May 2025 Financial Statements

Motion: A motion was made by Martha Cazaubon to approve May 2025 Financial Statements.

Support: Bret Ibert
Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman
Absent: Merrick Tassin
Nays: 0
Abstain: 0

Chairman asked for any further discussion or public comment, no response.

4. Complete Committee Appointments for 2025: Personnel Committee

John Evans asks Richard Bowman to fill the position on the Personnel Committee.

Richard Bowman agrees to fill the position.

5a. Consider Approval of Resolution #25-0618-01 – Remove Joe Impastato from Banking and Treasury

Motion: A motion was made by Martha Cazaubon to approve Resolution #25-0618-01 to remove Joe Impastato from Banking and Treasury

Support: Jeanne Hutchison

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman
Absent: Merrick Tassin
Nays: 0
Abstain: 0

Chairman asked for any further discussion or public comment, no response.

5b. Consider Approval of Resolution #25-0618-02 – Remove Michael Ferrell from Banking and Treasury

Motion: A motion was made by Martha Cazaubon to approve Resolution #25-0618-02 to remove Michael Ferrell from Banking and Treasury

Support: Bret Ibert

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

5c. Consider Approval of Resolution #25-0618-03 – Add Jeanne Hutchison to Banking and Treasury

Motion: A motion was made by Bret Ibert to approve Resolution #25-0618-03 to add Jeanne Hutchison to Banking and Treasury

Support: Martha Cazaubon

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

5d. Consider Approval of Resolution #25-0618-04 – Add Susanne Core to Banking and Treasury

Motion: A motion was made by Martha Cazaubon to approve Resolution #25-0618-04 to add Susanne Core from Banking and Treasury

Support: Bret Ibert

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

5e. Consider Approval of Resolution #25-0618-05 – Add Richard Keith Bowman to Banking and Treasury

Motion: A motion was made by Martha Cazaubon to approve Resolution #25-0618-05 to add Richard Keith Bowman Banking and Treasury

Support: Bret Ibert

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

5f. Consider Approval of Resolution #25-0618-06 – Add Sean Spansel to Banking and Treasury

Motion: A motion was made by Martha Cazaubon to approve Resolution #25-0618-06 to add Sean Spansel to Banking and Treasury

Support: Bret Ibert

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

6. Public Education Report

Athena Walker provides the Board with Public Education updates.

- Water Safety Classes
- Latch Key Kids Classes
- Girl & Guy Talks
- Safe Sitter Classes
- Summer Camps

7. Directors Report

Sean Spansel presented the May 2025 PSAP Call Statistics: 9,270 total 911 calls. All agencies met the 90% under 15 seconds. All agencies met requirements for 95% of calls answered in 20 seconds or less.

Sean Spansel informs the Board that he has received the increase information for Blue Cross Blue Connect 2025. The increase for 2025 is 8%.

Motion: A motion was made by Bret Ibert to approve the continuation of Blue Cross Blue Connect at an 8% increase for 2025.

Support: Jeanne Hutchison

ROLL CALL

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Sean Spansel gives an Annex update. The foundation has been marked and currently waiting for the Parish to do final drainage inspections before putting rebar in place. There was a meeting with the electrician to go over with him where the fiber connection for the office should be placed. Building colors have been chosen as closely as possible to the current building color. The metal building engineer was working with KVS and it has been approved. The building is still on target for delivery in late August. The second payment application from WH Ward was received.

General Discussion.

Sean Spansel asks the Board to approve a motion for the director to approve the pay applications and have the checks cut prior to the Board meeting for signatures.

Motion: A motion was made by Susanne Core to allow the director to approve the pay applications for the Annex.

Support: Jeanne Hutchison

ROLL CALL VOTE

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

Sean Spansel asks the Board for a motion for approval of change order #2.

John Evans says that the director already has that authority. John Evans asks the Board if anyone objects to his comment.

Bret Ibert says that he agrees as long as the voted on cost of the project was not exceeded.

8. Fire QA Report

Matt Parish presents the May 2025 Fire District 1 Call Statistics. Calls answered under 10 seconds was 99.01% and calls answered under 20 seconds was 99.90%. Total 9-1-1 calls answered was 2,182. The call answer times were acceptable by PIAL/NFPA standards.

9. Executive Session

Motion: A motion was made by Bret Ibert to enter into Executive Session at 11:27am.

Support: Jeanne Hutchison

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Motion: A motion was made by Susanne Core to exit Executive Session at 11:36am.

Support: Martha Cazaubon

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

10. Discuss and Consider Approval to Appoint Sean Spansel as Incoming Director, effective June 15, 2025.

Motion: A motion was made by Jeanne Hutchison to approve Sean Spansel as acting Executive Director in the absence of Rodney Hart as of June 18, 2025.

Support: Bret Ibert

ROLL CALL VOTE

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman

Absent: Merrick Tassin

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

Motion: A motion was made by Jeanne Hutchison to authorize the final execution of the offer letter for Sean Spansel.

Support: Bret Ibert

ROLL CALL VOTE

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman
Absent: Merrick Tassin
Nays: 0
Abstain: 0

Chairman asked for any further discussion or public comment, no response.

11. Discuss the Proposed Job Offer for the Executive Director Position and Consider Authorization of the Offer Letter.

Motion: A motion was made by Jeanne Hutchison to authorize the final execution of the offer letter for Sean Spansel.

Support: Bret Ibert

ROLL CALL VOTE

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman
Absent: Merrick Tassin
Nays: 0
Abstain: 0

Chairman asked for any further discussion or public comment, no response.

12. Adjournment

Motion: A motion was made by Martha Cazaubon at 11:39am to adjourn.

Support: Richard Bowman

Ayes: John Evans, Bret Ibert, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman
Absent: Merrick Tassin
Nays: 0
Abstain: 0

Chairman asked for any further discussion or public comment, no response.