

Board of Commissioners Meeting Minutes

Date: November 19, 2025
Time: 11:00 am
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:00am.

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

Present: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

A quorum was present.

Other Attendees: Sean Spansel, Ben Tsang, Stephanie Torres, Athena Walker, Jacob Boudreaux, Lawrence Hudson

1. Consider Approval of October 2025 Regular Meeting Minutes

Motion: A motion was made by Sammy O'Keefe to approve October 2025 Regular Meeting Minutes

Support: Merrick Tassin

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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

2. Consider Approval of October 2025 Financial Statements

Motion: A motion was made by Merrick Tassin to approve October 2025 Financial Statements.

Support: Martha Cazaubon

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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

3. Public Education Report

Athena Walker provides the Board with Public Education updates.

- Participated in an event with Fire District 3
- Latch Key Kids
- Girl/Guy Talk with St. Tammany Parish Hospital
- Red Ribbon Week
- Presentations with public and private schools

4. Review and Discuss 10 Year Revenue and Expense Projections

Sean Spansel presents the 10 Year Revenue and Expense Projections.

General Discussion

Motion: **A motion was made** by Merrick Tassin to approve the 10 Year Revenue and Expense Projections

Support: Jeanne Hutchison

ROLL CALL

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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

5. Review, Discuss and Consider Approval of 2025 Amended Budget

Motion: **A motion was made** by Martha Cazaubon to approve 2025 Amended Budget.

Support: Sammy O'Keefe

ROLL CALL

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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

6. Review, Discuss and Consider Approval of 2026 Proposed Budget

Motion: **A motion was made** by Martha Cazaubon to approve 2026 Proposed Budget

Support: Merrick Tassin

ROLL CALL

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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

7. Director's Report

Sean Spansel presented the October 2025 PSAP Call Statistics: 10,367 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 gives an update on the new facility.

- 4 walls are up
- Roof and decking is complete
- Sheetrock has been delivered
- Drainage is complete on the back, side and North side of the building

Sean Spansel gives an update on the fee changes from State Legislation. No details on price changes as of now. The Board will be updated when the information is received.

8. Fire QA Report

Jacob Boudreaux presents the October 2025 Fire District 1 Call Statistics. Calls answered under 10 seconds was 99.37% and calls answered under 20 seconds was 99.95%. Total 9-1-1 calls answered was 2,463. The call answer times were acceptable by PIAL/NFPA standards.

9. Executive Session for Director's Annual Review

Motion: **A motion was made** by Susanne Core to move to Executive Session at 11:24am.

Support: Jeanne Hutchison

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

Motion: **A motion was made** by Merrick Tassin to exit to Executive Session at 11:57am.

Support: Sammy O'Keefe

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

John Evans says that during Executive Session, the decision to defer the review of Sean Spansel's position as Executive Director. During the same session, a decisions was made for Sean Spansel's yearly cost of living increase.

Motion: **A motion was made** by Merrick Tassin to accept the decisions made in Executive Session.

Support: Martha Cazaubon

ROLL CALL

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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

10. Adjournment

Motion: **A motion was made** by Jeanne Hutchison at 11:58 am to adjourn.

Support: Martha Cazaubon

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Sammy O'Keefe

Absent: Richard Bowman

Nays: 0

Abstain: 0

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