

Special Board of Commissioners Meeting Minutes

Date: June 25th, 2019
Time: 9:30 am
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 9:30am.

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

Present: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

A quorum was present.

Other Attendees: Rodney Hart, Sean Spansel, Angela Crane, Julie Watson, Jay Holcombe, Lonnie Johnson, Patrick Sicard, Katherine Dickens, Kevin Adams, Jason Bilich, Terry Stuard, Scott Brewer

Motion: A motion was made by Merrick Tassin to add Finance Committee to the agenda under 1a.

ROLL CALL

Support: Seconded by Gene Bellisario.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

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

Motion: A motion was made by Merrick Tassin to add Emergency Response Plan to the agenda after the Director's Report.

ROLL CALL

Support: Seconded by Gene Bellisario.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

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

1. Consider Approval of May 2019 Special Meeting Minutes.

Motion: A motion was made by Merrick Tassin to approve May 2019 Special Meeting Minutes.

Support: Seconded by Gene Bellisario.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith
Nays: 0
Abstain: 0

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

2. Consider Approval of April 2019 Financial Reports.

Audit adjustments will reflect on June 2019 Financial Reports.

Motion: A motion was made by Gene Bellisario to approve May 2019 Financial Reports.

ROLL CALL

Support: Seconded by Merrick Tassin.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

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

3. Consider Approval of May 2019 Finance Meeting Minutes

Motion: A motion was made by Gene Bellisario to approve May 2019 Finance Meeting Minutes.

ROLL CALL

Support: Seconded by Merrick Tassin.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

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

4. Director's Report

Rodney talked about the flooding in the parking lot of the new facility. Sand was collecting in 6" drain pipes. Contractor will have someone out this week to help remedy the situation.

Rodney Hart presented May 2019 PSAP Call Statistics: 7,948 total 911 calls. All met 95% under 15 seconds. All agencies met requirement for 99% of calls answered in 40 seconds or less.

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

5. Emergency Response Plan

Merrick Tassin would like (2) shifts of dispatchers to be able to stay in the new facility for 48 hours after the threat has passed.

Randy Fandal suggested removing the time frame and leave it "until the threat has passed".

Lt. Watson suggested a clause in the policy that states the admins of each agency could request assistance as needed. She mentioned that the "24" hour time limitations makes people nervous.

Pat Sicard, FD3 Chief, offered the 3 fire stations to assist in housing personnel, as needed.

Motion: A motion was made by Merrick Tassin to revise the verbiage as follows: Post event, the 911 facility will not function as housing. The facility will be available for the employees to be on site during the threat period.

ROLL CALL

Support: Seconded by Randy Fandal.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

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

Motion: A motion was made by Merrick Tassin to revise the verbiage as follows: Food and resources will be available as per the circumstances of the event.

ROLL CALL

Support: Seconded by Randy Fandal.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

6. Unifire QA Report

Katherine Dickens presented the May 2019 UniFire Call Statistics. The total calls dispatched for May was 1,225, average phone score 97.9%, and average radio score was 99.1%. The average call process time was 51 seconds. Total 9-1-1 calls, answered was 613. The call answer times were acceptable by PIAL/NFPA standards.

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

7. Executive Session – Brunt Construction Mediation

Motion: A motion was made by Gene Bellisario at 10:11 to enter into Executive Session to discuss the Brunt Mediation.

ROLL CALL

Support: Seconded by Merrick Tassin.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

St. Tammany Parish Communications District

28911 Krentel Rd.

Lacombe, LA 70445

Telephone: 985-898-4911 Facsimile: 985-898-4974 Website: www.stp911.org

Motion: A motion was made by Richard Tanner at 10:20 to exit Executive Session.

ROLL CALL

Support: Seconded by Gene Bellisario.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

Let the record reflect that no decisions were made during executive session.

Motion: A motion was made by Richard Tanner to approve the \$335,000 payment to Brunt Construction and the District retains \$104,639.

ROLL CALL

Support: Seconded by Gene Bellisario.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0

8. Adjournment

Motion: A motion was made by Merrick Tassin at 10:21 am to adjourn.

Support: Seconded Gene Bellisario.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Richard Tanner, and Randy Fandal

Absent: Tiffany Carrasco and T.J. Smith

Nays: 0

Abstain: 0