

## Board of Commissioners Meeting Minutes

**Date:** October 21, 2020  
**Time:** 11:00 a.m.  
**Location:** 28911 Krentel Rd. Lacombe, LA 70445  
Also available through GoToMeeting due to COVID-19 Restrictions

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### Call to Order

The meeting was called to order at 11:08 a.m.

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

**Present:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco and Jake Airey

**Absent:** Randy Fandal, Marty Dean

**A quorum was present.**

Other Attendees: Rodney Hart, Sean Spansel, Stephanie Boykin, Chris Kauffman, Chad Duffaut, Julie Watson

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### 1. Certification of Inability to Operate to Lack of Quorum

John discussed and approved the certification of inability to operate to lack of quorum.

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

### 2. Consider Approval of September 2020 Regular Meeting Minutes

**Motion:** A motion was made by Tiffany Carrasco to approve the September 2020 Regular Meeting Minutes.

**Support:** Seconded by Merrick Tassin

**Ayes:** John Evans, Gene Bellisario, Tiffany Carrasco, Merrick Tassin, Jake Airey

**Absent:** Randy Fandal, Marty Dean

**Nays:**

**Abstain: 0**

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

### 3. Consider Approval of October 2020 Special Meeting Minutes.

**Motion:** A motion was made by Gene Bellesario to approve the October 2020 Special Meeting Minutes.

**Support:** Seconded by Jake Airey

**Ayes:** John Evans, Gene Bellisario, Tiffany Carrasco, Merrick Tassin, Jake Airey  
**Absent:** Randy Fandal, Marty Dean  
**Nays:**  
**Abstain: 0**

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

#### **4. Consider Approval of September 2020 Financial Reports.**

**Motion:** A motion was made by Gene Bellisario to approve the August 2020 Financial Reports.

**Support:** Seconded by Tiffany Carrasco.

**Ayes:** John Evans, Gene Bellisario, Tiffany Carrasco, Merrick Tassin, Jake Airey  
**Absent:** Randy Fandal, Marty Dean  
**Nays:**  
**Abstain: 0**

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

Gene Bellisario commented that he will discuss the financial reports later in the meeting.

#### **5. Discuss and Consider Approval for Changes to Revenue Reporting**

Deferred to next meeting.

Rodney Hart discussed reevaluating income contributions.

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

#### **6. Review and Discuss 15 Year Revenue and Expense Projections**

Gene Bellisario calls for a special meeting on November 12, 2020 at 9:00 am to discuss further.

#### **7. Consider Approval of 2020 Amended Budget**

**Motion:** A motion was made by Gene Bellisario to approve the 2020 Amended Budget.

**Support:** Seconded by Tiffany Carrasco.

##### **Roll Call Vote**

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, and Jake Airey  
**Absent:** Randy Fandal, Marty Dean  
**Nays: 0**

**Abstain: 0**

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

## **8. Consider Approval of 2021 Proposed Budget**

Rodney Hart presents 3 options for the 2021 Proposed Budget.

Tiffany Carrasco discussed to adopt the 2021 Proposed Budget with the increase for the radio system budget to be increased to \$1,000,000.00 starting in 2021. Special meeting to be scheduled for December to discuss further changes.

**Motion: A motion was made** by Tiffany Carrasco to approve the 2021 Proposed Budget as presented with the exception that the radio payment go up to \$1,000,000.00 in 2021.

**Support:** Seconded by Merrick Tassin.

### **Roll Call Vote**

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, and Jake Airey

**Absent:** Randy Fandal, Marty Dean

**Nays: 0**

**Abstain: 0**

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

## **9. Director's Report**

- a.) Sign Banking Documents
- b.) Facility Status – Backup Center has been repainted and a replacement sign in front of the building. These items were the last of the remodel for the location.
- c.) Rodney Hart presented the September 2020 PSAP Call Statistics: 10,453 total 911 calls. All agencies met the 95% under 15 seconds. All agencies but Mandeville PD met requirement for 99% of calls answered in 40 seconds or less. Rodney Hart called for research on this. There are still a few issues with Ghost calling, but there were also some with no explanation This is being addressed with the Sheriff's office.

Merrick Tassin discusses the committee meeting of the VHF radio system. The meeting was successful with cost effective solution. General discussion follows.

## **10. Unifire QA Report**

Sean Spansel presented the September 2020 UniFire Call Statistics. The total calls dispatched for September was 1,071, average phone score 98.74%. Average radio score was 99.18%. The average call process time was 51 seconds. Total 9-1-1 calls, answered was 999. The call answer times were acceptable by PIAL/NFPA standards.

Merrick Tassin informs the board that Fire District 1 will present a similar report after Fire District Consolidation.

## 11. Executive Session

**Motion:** A motion was made by Tiffany Carrasco to enter into Executive Session, 11:23 am.

**Support:** Seconded by Gene Bellisario .

**Motion:** A motion was made by Tiffany Carrasco to exit into Executive Session, 12:03 am.

**Support:** Seconded by Merrick Tassin .

### Roll Call Vote

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, and Jake Airey

**Absent:** Randy Fandal, Marty Dean

**Nays:** 0

**Abstain:** 0

John Evans informs that no decisions were made while in executive session.

**Motion:** A motion was made by Tiffany Carrasco to increase the Executive Directors salary pursuant to the conversation that was had during executive session..

**Support:** Seconded by Gene Bellisario .

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

### Roll Call Vote

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, and Jake Airey

**Absent:** Randy Fandal, Marty Dean

**Nays:** 0

**Abstain:** 0

## 12. Adjournment

**Motion:** A motion was made by Merrick Tassin to Adjourn at 12:05 pm.

**Support:** Seconded by Gene Bellisario.