

Board of Commissioners Meeting Minutes

Date: November 18, 2020
Time: 11:00 a.m.
Location: 28911 Krentel Rd. Lacombe, LA 70445
Also available through GoToMeeting due to COVID-19 Restrictions

Call to Order

The meeting was called to order at 11:03 a.m.

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

Present: John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco Randy Fandal (GoTo Meeting 11:07 am) and Jake Airey (GoTo Meeting 11:07 am)

Absent: Marty Dean

A quorum was present.

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

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 October 2020 Regular Meeting Minutes

Motion: A motion was made by Merrick Tassin to approve the October 2020 Regular Meeting Minutes.

Support: Seconded by Gene Bellisario

Ayes: John Evans, Gene Bellisario, Tiffany Carrasco, Merrick Tassin,

Absent: Marty Dean, Jake Airey, Randy Fandal

Nays: 0

Abstain: 0

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

3. Consider Approval of October 2020 Finance Committee Meeting Minutes.

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

Support: Seconded by Merrick Tassin

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

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

4. Consider Approval of October 2020 Personnel Committee Meeting Minutes.

*Jake Airey and Randy Fandal in @ 11:07 am

Motion: A motion was made by Tiffany Carrasco to approve the October 2020 Personnel Committee Meeting Minutes
Support: Seconded by Gene Bellisario.

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

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

5. Consider Approval of October 2020 Financial Statements

Motion: A motion was made by Gene Bellisario to approve the October 2020 Financial Statements.
Support: Seconded by Tiffany Carrasco

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

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

6. Consider Approval of 2020 Amended Budget

Motion: A motion was made by Tiffany Carrasco to approve the 2020 Amended Budget.
Support: Seconded by Gene Bellisario.

Roll Call Vote

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

Absent: Marty Dean
Nays: 0
Abstain: 0

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

7. Consider Approval of 2021 Proposed Budget

Gene Bellisario spoke about the trend schedule from Rodney Hart and to educate the board on the breakdown of the customers that are categorized. Gene Bellisario recognized the staff's work on placing monies in the category of where it belongs.

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, Jake Airey, Randy Fandal
Absent: Marty Dean
Nays: 0
Abstain: 0

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

8. Review and Discuss the 15 Year Revenue and Expense Projections

Rodney Hart presents 3 options for the 2021 Proposed Budget.

John Evans requests documents from Tiffany Carrasco and STPSO to lay out the radio payment amounts for Fire Districts and other agencies.

Chris Kauffman asks about the changes to fund balances.

Rodney Hart explains that the October numbers were updated with true numbers and the Fire District Contract change to 3 years instead of the extension of 15 years.

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

9. Review and Discuss District Employees Health Care

Rodney Hart explains that the Finance Committee has agreed to leave it as is.

No further discussion needed.

10. Director's Report

a.) Facility Status

- i. Rodney Hart informs board on Hurricane Zeta. The facility was on generator power for 18 hours. Rodney Hart gave information on the facility and generators.

General discussion follows.

Julie Watson thanks Rodney Hart and Sean Spansel for their actions and also thanks the maintenance department for his efforts.

- ii. Rodney Hart updates the board on Mandeville Police Department and their plan to go autonomous on site again. General discussion meeting between Mandeville Police Department, Sean Spansel and Rodney Hart in regards to call stats.

General discussion follows.

b.) Athena Walker presents updates on Public Education and COVID-19 updates.

Chris Kauffman asks about oxygen patients and letting the public know that the Fire Stations are available for charging necessary medical equipment, if needed.

Athena Walker will be in touch with the Fire District's public education and work on an outreach to the public.

- c.) Rodney Hart presented the October 2020 PSAP Call Statistics: 10,867 total 911 calls. All agencies except for Mandeville PD met the 95% under 15 seconds. All agencies but Mandeville PD met requirement for 99% of calls answered in 40 seconds or less.

11. Unifire QA Report

Sean Spansel presented the October 2020 UniFire Call Statistics. The total calls dispatched for October was 1340, average phone score 98.61%. Average radio score was 99.4%. The average call process time was 57 seconds. Total 9-1-1 calls, answered was 1006. The call answer times were acceptable by PIAL/NFPA standards.

Chris Kauffman updates the board on the dispatch transition starting January 2021.

12. Adjournment

Motion: A motion was made by Tiffany Carrasco to Adjourn at 11:43 am.

Support: Seconded by Gene Bellisario.

St. Tammany Parish Communications District

28911 Krentel Rd.

Lacombe, LA 70445

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