

## Board of Commissioners Meeting Minutes

**Date:** January 20th, 2021  
**Time:** 11:00 am  
**Location:** 28911 Krentel Rd. Lacombe, LA 70445

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### 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, Gene Bellisario, Tiffany Carrasco, Jake Airey

**Absent:** Randy Fandal

**A quorum was present.**

Other Attendees: Rodney Hart, Sean Spanel, Stephanie Boykin, Athena Walker, Chad Duffaut, Matt Parish

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

### 2. Consider Approval of December 2020 Public Hearing Minutes

**Motion:** A motion was made by Merrick Tassin to approve December 2020 Public Hearing Minutes.

**Support:** Seconded by Tiffany Carrasco.

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

**Absent:** Randy Fandal

**Nays:** 0

**Abstain:** 0

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

### 3. Consider Approval of December 2020 Regular Meeting Minutes

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

**Support:** Seconded by Gene Bellisario.

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

**Absent:** Randy Fandal

**Nays:** 0

**Abstain:** 0

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

### 4. Consider Approval of December 2020 Finance Reports

**Motion:** A motion was made by Gene Bellisario to approve December 2020 Finance Meeting Minutes.

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

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

## **5. Consider Approval of December 2020 Financial Meeting Minutes.**

**Motion:** A motion was made by Tiffany Carrasco to approve December 2020 Finance Meeting Minutes.

**Support:** Seconded by Gene Bellisario.  
**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, Jake Airey  
**Absent:** Randy Fandal  
**Nays: 0**  
**Abstain: 0**

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

## **6. Consider Approval of Resolution Adopting the Amended 2020 Budget.**

**Motion:** A motion was made by Gene Bellisario to adopt the 2020 budget resolution.

**Support:** Seconded by Merrick Tassin.  
**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, Jake Airey  
**Absent:** Randy Fandal  
**Nays: 0**  
**Abstain: 0**

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

## **7. Consider Approval of Resolution Adopting the 2021 Budget.**

**Motion:** A motion was made by Gene Bellisario to adopt the 2021 budget resolution.

**Support:** Seconded by Tiffany Carrasco.  
**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Tiffany Carrasco, Jake Airey  
**Absent:** Randy Fandal  
**Nays: 0**  
**Abstain: 0**

## **8. Discuss and Consider Approval to Hire New Auditing Company**

Gene Bellisario presents to the board audit firm proposals and grading. The finance committee and staff reviewed 3 firms. There were no problems with Duplantier Hrapmann Hogan & Maher. For best business practices, a change of audit firm was necessary.

**St. Tammany Parish Communications District**

28911 Krentel Rd.

Lacombe, LA 70445

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

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Merrick Tassin presents Griffin & Furman, Eriksen Krentel and Kushner LaGraize to the board. Kushner LaGraize was voted for. Ericken Krentel was not considered due to the lack of depreciation criteria that was required.

**\*ROLL CALL VOTE\***

**Motion:** A motion was made by Gene Bellisario to hire Kushner LaGraize as the new audit firm.

**Support:** Seconded by Merrick Tassin.

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

**Absent:** Randy Fandal

**Nays:** 0

**Abstain:** 0

John Evans thanked the staff and Finance Committee for the efforts in this process.

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

## **9. Public Education Report**

Athena Walker covered the end of the year progress. APCO courses and training will be sent to all of the telecommunicators. January begins the preparation of the telecommunications banquet planning. It will be modified this year due to COVID-19.

Athena Walker provided educational information to Mizer's Grocery store and Oak Park Senior Living. She is also doing presentations with the driver education classes.

Athena Walker will be attending Public Educators of Texas Conference quarterly meeting.

## **10. Directors Report**

Rodney Hart presents the facility update. Final clean up, floor waxing and everything is installed at the backup center. Unifire antennas are completed at the backup center.

Rodney Hart presented the December 2020 PSAP Call Statistics: 6,599 total 911 calls. All agencies met the 95% under 15 seconds. All agencies except for Mandeville PD met requirement for 99% of calls answered in 40 seconds or less.

St. Tammany Sheriff's Office has been in contact with Mandeville PD. Mandeville PD are in the process of hiring and training personnel. Mandeville PD is wanting to get back to call taking and dispatching 100%.

Tiffany Carrasco asked to receive historical comparison for Mandeville PD.

General discussion follows.

Fire District 1 provided and administered COVID-19 vaccines for 4 employees of STPCD.

February board meeting will be changed to February 24<sup>th</sup> due to the holiday schedule.

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## **11. Fire QA Report**

Matt Parish presented the December 2020 Fire District 1 Call Statistics. The total calls dispatched for December was 1,199. Calls answered under 10 seconds was 99.40% and calls answered under 40 seconds was 100%. Total 9-1-1 calls, answered was 664. The call answer times were acceptable by PIAL/NFPA standards.

Chief Duffaut commends all Unifire employees who have come to Fire District 1. All are highly trained in what they do.

## **12. Adjournment**

**Motion:** A motion was made by Jake Airey at 11:56 a.m. to adjourn.

**Support:** Seconded by Gene Bellisario.

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

**Absent:** Randy Fandal

**Nays:** 0

**Abstain:** 0

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