

Board of Commissioners Meeting Minutes

Date: September 15, 2021
Time: 11:00 a.m.
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:02 am.

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

Present: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal (on call), Jake Airey
(In at 11:03am), James Davis, Bret Ibert

Absent:

A quorum was present.

Other Attendees: Rodney Hart, Sean Spansel, Stephanie Boykin, Matt Parish, Athena Walker

1. Consider Approval of August 2021 Regular Meeting Minutes.

Motion: A motion was made by Gene Bellisario to approve August 2021 Regular Meeting Minutes.

Support: Seconded by Bret Ibert.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal, Jake Airey, James Davis, Bret Ibert

Absent: 0

Nays: 0

Abstain: 0

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

2. Consider Approval of August 2021 Finance Committee Meeting Minutes.

Motion: A motion was made by Gene Bellisario to approve August 2021 Financial Committee Meeting Minutes.

Support: Seconded by: Merrick Tassin.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal, Jake Airey, James Davis, Bret Ibert

Absent: 0

Nays: 0

Abstain: 0

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

3. Consider Approval of August 2021 Financial Reports

Motion: A motion was made by Gene Bellisario to approve August 2021 Financial Reports.

Support: Seconded by: Merrick Tassin.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal, Jake Airey, James Davis, Bret Ibert

Absent: 0

Nays: 0

Abstain: 0

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

4. Public Education Report

Athena Walker informed the board that she had to reschedule classes due to Hurricane Ida at the hospitals and holding Suicide Call Taker classes for 911 call takers in October.

5. Discuss Adjacent Property Appraisal and Consider the Potential Opportunity for Purchase

Rodney Hart informs the Board that he has received the appraisal for the property. The appraisal came back at \$46,500.00. The owner is asking \$59,000.00. Rodney Hart states the property could be an asset to the organization.

Merrick Tassin comments this is a great opportunity at the appraisal price.

Rodney Hart mentions possible uses for the adjacent property.

- 1) Tower
- 2) Additional Parking
- 3) Shelter

General discussion follows.

John Evans asks if there should be a motion to make an offer on the property.

Motion: A motion was made by Merrick Tassin to make an offer up to appraisal price for the adjacent property.

Support: Seconded by James Davis.

Roll Call Vote

Support: Seconded by James Davis.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal, Jake Airey, James Davis, Bret Ibert

Absent: 0

Nays: 0

Abstain: 0

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

6. Director's Report

a.) Facility Update

i.) Discuss Hurricane Ida's After-Action Review

Rodney Hart informs the Board of recommendations to improve the facility after seeing the issues during Hurricane Ida.

- Hot water heater needs to be wired to the generator
- Outlets and TV outlets in the Admin offices and Supervisor offices are not wired to the generator. The lobby bathroom is not connected to the generator.
- Fire Pump command unit sends alarms to the dispatch center. When land power is available, the command unit sends the alarm to be taken off generator power. The alarm will be disabled, if possible.
- Over the air TV to dispatch; We want to have a long term solution to have TV service to all TV's in the facility, in the event that cable isn't available.
- Fan alarms that vent the UPS rooms. The heavy winds were interfering with the fans and sending alarms.
- Generator at the backup center ran for 160 hours. Rodney Hart recommends that a second generator be installed at the backup center.

John Evans asks for a cost on the generator for the backup center.

Rodney Hart says that the 75kw generator is approximately \$25,000.00 and another \$30,000.00 for the cement and building around the generator.

Merrick Tassin asks about the switch needed for the generators to talk to each other.

Jake Airey asks about the existing generator being the primary and the new being the back up.

Rodney Hart explains the process of how the generators operate.

General discussion follows.

Rodney Hart informs the board that we will look into subscribing to a temporary WiFi provider. The district will also get prepaid phones to use as backup in the event of the phone service goes down.

Merrick Tassin asks how many backup phones will be needed.

Rodney Hart informs the board that only 2 phones will be needed.

Rodney Hart recommends that a washer and dryer be installed in the generator room for emergencies.

Rodney Hart recommends that an external gasoline tank be installed to provide fuel to District vehicles.

Rodney Hart estimates that all upgrades and/or repairs can be done for around \$100,000.00.

John Evans asks Rodney Hart how he wants to handle this. John Evans asks if Rodney Hart is asking for approval all of the above today.

Rodney Hart asks that he get the approval to move forward with the bid process.

Merrick Tassin asks how long it would take for the necessities.

Rodney Hart informs the board of the difficulty of getting on the list of electricians and not sure of the time frame.

John Evans asks the Board if they would like to make a motion.

Motion: A motion was made by Merrick Tassin to authorize to move forward with up to \$100,000.00 expenditures for requested facility improvements.

Support: Seconded by Gene Bellisario.

Roll Call Vote

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal, Jake Airey, James Davis, Bret Ibert

Absent: 0

Nays: 0

Abstain: 0

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

Rodney Hart presents information from the August 29, 2021 to September 6, 2021 events, Hurricane Ida.

STPSO executed the food contract. Ochsner opened a room with 15 beds for personnel to sleep. There was a restroom available to be used but showers were to be taken at the facility.

St. Tammany Parish Communications District

28911 Krentel Rd.

Lacombe, LA 70445

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

Rodney Hart informs the Board that the facility was activated on Sunday August 29, 2021 at 12:00 pm. At that time, all agencies brought in 2 teams for dispatch. This lasted up to 24-48 hours post hurricane.

General discussion follows.

First Net/ATT went down at 11:30pm on August 29th.

All 911 lines at the PSAP went down at 12:30am for 14 ½ hours. A total of 26 PSAP locations were down.

Rodney Hart informs the Board that the issue was due to AT&T not having a backup power plan.

General discussion follows.

Sean Spansel commends the Agencies and Agency heads. Everyone was fantastic. Everything went smoothly.

Rodney Hart commends the Agencies. There were no others that he would want to be with during that time.

b.) Call Stats

Rodney Hart presented the August 2021 PSAP Call Statistics: 10,107 total 911 calls. All agencies met the 95% under 15 seconds. All agencies met requirement for 99% of calls answered in 40 seconds or less.

Rodney Hart informs the Board that there was about an extra 1,000 calls in a 12 hour period once the phones came back online.

7. Fire QA Report

Matt Parish thanks the District for the accommodations and that everything was great.

Merrick Tassin asked about the sleeping arrangements and food.

Matt Parish said that everything was fine and taken care of. There was plenty of space for everyone.

General discussion follows.

Matt Parish presented the August 2021 Fire District 1 Call Statistics. Calls answered under 10 seconds was 98.30% and calls answered under 40 seconds was 100%. Total 9-1-1 calls answered was 2,647. The call answer times were acceptable by PIAL/NFPA standards.

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8. Adjournment

Motion: A motion was made by Gene Bellisario at 12:17 pm to adjourn.

Support: Seconded by James Davis.

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Randy Fandal, Jake Airey, James Davis, Bret Ibert

Absent: 0

Nays: 0

Abstain: 0

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