

Board of Commissioners Meeting Minutes

Date: August 17, 2022
Time: 11:00 am
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:14 am.

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

Present: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert

Absent: Randy Fandal, James Davis, Jake Airey

A quorum was present.

Other Attendees: Rodney Hart, Sean Spansel, Danielle Spadoni, Chad Duffaut, Nick Bruno & Matt Parish

1. Consider Approval of July 2022 Financial Reports.

Gene questioned the new facility insurance and utilities budget being off. Rodney Hart speaks on elevated electricity cost expense during the summer.

Merrick Tassin recommends the district to budget for electricity spikes in summer months.

General Discussion follows.

Motion: A motion was made by Merrick Tassin to approve July 2022 Financial Reports.

Support: Merrick Tassin

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert

Absent: Randy Fandal, James Davis, Jake Airey

Nays: 0

Abstain: 0

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

General Discussion follows.

2. Consider Approval of July 2022 Financial Meeting Minutes.

Motion: A motion was made by Gene Bellisario to approve July 2022 Financial Meeting Minutes.

Support: Bret Ibert

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert

Absent: Randy Fandal, James Davis, Jake Airey
Nays: 0
Abstain: 0

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

3. Consider Approval of July 2022 Regular Meeting Minutes

Motion: A motion was made by Gene Bellisario to approve July 2022 Regular Meeting Minutes.

Support: Merrick Tassin
Ayes: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert
Absent: Randy Fandal, James Davis, Jake Airey
Nays: 0
Abstain: 0

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

4. Consider Approval of August 2022 Building Committee Meeting Minutes

Rodney Hart states the date on the agenda were incorrect, should be August instead of July.

Nick Bruno asked for a copy of the Building Committee Minutes to be emailed to him, Merrick Tassin states they were included in the invite email to the meeting.

Motion: A motion was made by Merrick Tassin to approve August 2022 Building Committee Meeting minutes.

Support: Bret Ibert
Ayes: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert
Absent: Randy Fandal, James Davis, Jake Airey
Nays: 0
Abstain: 0

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

5. Discuss, Review and Consider Approval of Building Committee Recommendations

Gene Bellisario questioned the motion for the 911 facility as to why we were going to use residential appliances instead of commercial

Merrick Tassin answered that the cost is less expensive

Rodney Hart stated that using residential appliances are best because of the safety and maintenance costs and that the appliances are not going to be used to much.

Sean Spansel reports the motion from the Building Committee meeting.

Motion: That the new 9-1-1 facility would be able to house 40-45 people, revised to 40 people. Have a workshop, office, storage with roll up door, covered car port with work area, kitchen (with counters) to accommodate 32 people (Kaufmann suggestion) with residential appliances and washer and dryer with utility room. All this will need to be presented to the Board at the next meeting.

John Evans requests Rodney Hart to speak on the Architect choice and process.

Rodney Hart presented that there were 4 architects in the running. One declined, one didn't respond, KVS was \$800,000 plus their fees and generator fees and FLWB's cost was 1.2 – 1.6 million which includes mechanic shop.

John Evans requested that the Architect choice and costs should go in front the Finance Committee to look at the 15-year plan.

Merrick Tassin recommended KVS as the Architect for the job. They have done a lot of good work with other dwellings, but he would also like a cost estimate.

Rodney Hart explained that we have the cost estimate from KVS and the only difference is the cost of adding residential appliances.

John recommended that it's safe to assume the cost to bring before the Finance Committee should be \$1.2 - 1.4 million.

General Discussion follows.

Motion: A motion was made by Merrick Tassin to Defer topic of 15-year financial plan and updating Motorola equipment by 2027 to the Finance Committee.

ROLL CALL VOTE

Support: Gene Bellisario

Ayes: John Evans, Merrick Tassin, Bret Ibert, Gene Bellisario

Absent: Randy Fandal, James Davis, Jake Airey

Nays: 0

Abstain: 0

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

6. Consider Approval to Remove Stephanie Boykin Credit Card Authorization

Motion: A motion was made by Gene Bellisario to approve removing Stephanie Boykins from the credit card authorization

Support: Bret Ibert

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert

Absent: Randy Fandal, James Davis, Jake Airey

Nays: 0

Abstain: 0

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

7. Consider Approval to Add Danielle Spadoni to Credit Card Authorization

Motion: A motion was made by Gene Bellisario to approve adding Danielle Spadoni to the credit card use authorization

Support: Bret Ibert

Ayes: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert

Absent: Randy Fandal, James Davis, Jake Airey

Nays: 0

Abstain: 0

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

8. Public Education Report

Sean Spansel presents the Public Education report in place of Athena Walker.

- Currently teaching APCO Public Safety Telecommunicator Class (all week long)
 - Six new hires from STPSO
- Attended camps Parish wide
- Preparing for back-to-school events, Beacon Behavioral Health Fair, Teacher appreciation event, Resource Event for Healthcare Providers
- Stop-the-Bleed tourniquet training at Community Christian Church

Currently planning events for National Night Out & Red Ribbon Week

TTY Discussion: The APCO class discovered that cell phones have a TTY (Tele Typewriter) feature that allows deaf and hard of hearing people to communicate with 911 using text. There will be a PSAP Manager meeting soon to discuss further.

9. Director's Report

- a. Rodney Hart presented the July 2022 PSAP Call Statistics: 9,971 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 informed the board that MPD will be moving back to a primary PSAP on October 1st
 - Rodney Hart plans to set a meeting with MPD Chief to get on the same page with the transition.
- b. Rodney Hart mentioned that the generator has been received and plan on picking it up on Friday to save cost on delivery.
 - Pan American is scheduled in next 2 weeks to set up backup connections.
 - Update on over the air antenna; we are still waiting on backordered parts
 - Update on metal fence; we are still waiting

10. Fire QA Report

Matt Parish presented the July 2022 Fire District 1 Call Statistics. Calls answered under 10 seconds was 98.94% and calls answered under 20 seconds was 99.95%. Total 9-1-1 calls answered was 2,177. The call answer times were acceptable by PIAL/NFPA standards.

11. Adjournment

Motion: A motion was made by Merrick Tassin at 11:57 am to adjourn.

Support: Seconded by Gene Bellisario

Ayes: Merrick Tassin, Gene Bellisario, Bret Ibert

Absent: Randy Fandal, James Davis, Jake Airey

Nays: 0

Abstain: 0

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