

Board of Commissioners Meeting Minutes

Date: November 16, 2022
Time: Following the Finance Committee Meeting
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:09 am.

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

Present: John Evans, Merrick Tassin, Gene Bellisario, Bret Ibert, Jake Airey (in @ 11:33 am)

Absent: Randy Fandal, James Davis

A quorum was present.

Other Attendees: Rodney Hart, Sean Spansel, Stephanie Torres, Chad Duffaut, Matt Parish, Patrick Sicard, Michael Geissler

Gene Bellisario asked if Jake Airey and James Davis would be present.

Rodney Hart states that they are at the council meeting.

1. Consider Approval of October 2022 Regular Meeting Minutes.

Motion: A motion was made by Merrick Tassin to approve October 2022 Regular Meeting Minutes.

Support: Seconded by Gene Bellisario.

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

Absent: Randy Fandal, Jake Airey, James Davis

Nays: 0

Abstain: 0

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

2. Consider Approval of October 2022 Finance Committee Meeting Minutes.

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

Support: Seconded by: Bret Ibert.

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

Absent: Randy Fandal, Jake Airey, James Davis

Nays: 0

Abstain: 0

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

3. Consider Approval of October 2022 Financial Statements.

Motion: A motion was made by Merrick Tassin to approve October 2022 Financial Statements.

Support: Seconded by: Gene Bellisario.

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

Absent: Randy Fandal, Jake Airey, James Davis

Nays: 0

Abstain: 0

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

4. Discuss and Consider Approval of the Amended 2023 Budget

Motion: A motion was made by Gene Bellisario to approve the 2023 Amended Budget Updates

Support: Seconded by: Bret Ibert.

Roll Call Vote

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

Absent: Randy Fandal, Jake Airey James Davis

Nays: 0

Abstain: 0

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

5. Consider Approval of a Resolution to Increase Operating Reserve Funds from 25% to 42%

Motion: A motion was made by Merrick Tassin to approve the Resolution to increase Operating Reserve Funds from 25% to 42%

Support: Seconded by: Gene Bellesario.

Roll Call Vote

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

Absent: Randy Fandal, Jake Airey, James Davis

Nays: 0

Abstain: 0

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

6. Consider Approval of a Resolution to Increase Emergency Funds from \$1.5m to \$2.0 m.

Motion: A motion was made by Gene Bellesario to approve the Resolution to increase Emergency Funds from \$1.5m to \$2.0m.

Support: Seconded by: Bret Ibert.

Roll Call Vote

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

Absent: Randy Fandal, Jake Airey, James Davis

Nays: 0

Abstain: 0

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

7. Review and Discuss the November 1st Fire Dispatch Meeting.

John Evans thanks Merrick Tassin for pulling the meeting together and thanks the Fire Chiefs that were able to attend. The discussion was great and John Evans said that he learned a lot. He is now more educated on what goes on with the Fire Districts.

Merrick Tassin expresses that he also thought the meeting went well. The smaller Fire Districts were able to express their concerns.

John Evans makes a recommendation to rethink the call taking and EMD. This is to fund Fire Dispatch for EMD.

John Evans proposed the following:

- 2023 is still under contract for \$300,000.00
- 2024, call taking will be contracted at \$250,000.00 and EMD at \$50,000.00. This will keep Fire Districts whole for 2024.
- 2025 & after, call taking will be \$150,000.00 and EMD at \$50,000.00.

Chad Duffaut on behalf of Chief Kauffman thanks John Evans for the meeting. Chief Kauffman would like to see the number not go below \$200,000.00.

Chad Duffaut mentions that when the Pro QA accreditation is complete, that will be something to brag on.

General Discussion

Motion: A motion was made by Merrick Tassin to draft a new contract for Fire District #1 with the numbers proposed.

Support: Seconded by: Gene Bellisario.

Roll Call Vote

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

Absent: Randy Fandal, Jake Airey, James Davis

Nays: 0

Abstain: 0

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

General Discussion Follows

8. Discuss and Consider Approval of the KVS Scope of Work and AIA Contract

Merrick Tassin informs the Board that it was a good meeting and the architect is knowledgeable and informative. The architect understands that the building is to be a shelter with hurricane rating, house 36-40 people. The discussion included the height of the building for future growth.

John Evans asks if there was discussion on the space needed for maintenance.

Merrick Tassin asks Rodney Hart if he had any objections on what was said for maintenance area.

Rodney Hart answers no.

General Discussion Follows.

Merrick Tassin explains that the discussion included putting a washer and dryer in the maintenance area, the facility will also be self sufficient, having it's own well and sewage system. The architect confirmed that the price will be a fixed number for his success.

Gene Bellisario out @ 11:32 am

Jake Airey in @ 11:33 am

Gene Bellisario in @ 11:33 am

General Discussion Follows.

Motion: A motion was made by Merrick Tassin to approve the KVS Scope of Work and AIA Contract.

Support: Seconded by: Gene Bellisario.

Roll Call Vote

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

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

9. Public Education – Athena Walker

Sean Spansel informs the Board that Athena Walker has attended Red Ribbon Week. Also, Athena Walker attended Lancaster and saw over 1500 students. Monster Mash was also a success.

General Discussion Follows.

10. Discuss and Consider Approval to Change December’s Board Meeting to December 14th.

John Evans asks the Board if anyone has a conflict with this change.

Motion: A motion was made by Merrick Tassin to approve the change for December 2022 Board Meeting date to December 14th.

Support: Seconded by: Jake Airey.

Roll Call Vote

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

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

11. Director’s Report

a.) Facility Update

Rodney Hart informs the Board that the fuel tank has been delivered and setup. This was the final actions of the emergency after actions. The fence is still pending due to manufacturing.

Call Stats

Rodney Hart presented the October 2022 PSAP Call Statistics: 10,637 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.

12. Fire QA Report

Matt Parish presented the October 2022 Fire District 1 Call Statistics. Calls answered under 10 seconds was 99.56% and calls answered under 20 seconds was 100%. Total 9-1-1 calls answered was 2,506. The call answer times were acceptable by PIAL/NFPA standards.

13. Executive Session – Director’s Annual Evaluation

Motion: A motion was made by Merrick Tassin at 11:45 am to enter executive session.

Support: Seconded by Gene Bellisario

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

Absent: Randy Fandal, James Davis

Nays: 0

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

Motion: A motion was made by Jake Airey at 12:18 am to exit executive session.

Support: Seconded by Bret Ibert

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

Absent: Randy Fandal, James Davis

Nays: 0

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

Motion: A motion was made by Bret Ibert to approve the recommendation to the Board to accept the revised salary for Executive Director Rodney Hart that was discussed in Executive Session.

Support: Seconded by Gene Bellisario

Roll Call Vote

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

Absent: Randy Fandal, James Davis

Nays: 0

Abstain: 0

John Evans thanks the Personnel Committee.

St. Tammany Parish Communications District

28911 Krentel Rd.

Lacombe, LA 70445

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

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

14. Adjournment

Motion: A motion was made by Merrick Tassin at 12:20 pm to adjourn.

Support: Seconded by Gene Bellisario

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

Absent: Randy Fandal, James Davis

Nays: 0

Abstain: 0

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