

## Board of Commissioners Meeting Minutes

**Date:** July 19, 2023  
**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 11:05 am.

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

**Present:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**A quorum was present.**

Other Attendees: Rodney Hart, Sean Spansel, Stephanie Torres, Athena Walker, Lois Steele, Richard Bowman, Chad Duffaut, Matt Parish, George Bonnet, Sammy O'Keefe

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### 1. Consider Approval of April 2023 Financial Reports.

**Motion:** A motion was made by Gene Bellisario to approve April 2023 Financial Reports.

**Support:** Merrick Tassin.

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

### 2. Consider Approval of April 2023 Financial Meeting Minutes.

**Motion:** A motion was made by Merrick Tassin to approve April 2023 Financial Meeting Minutes.

**Support:** Gene Bellisario

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

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### **3. Consider Approval of April 2023 Regular Meeting Minutes**

**Motion:** A motion was made by Gene Bellisario to approve April 2023 Regular Board Meeting Minutes.

**Support:** James Davis

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

### **4. Consider Approval of May 2023 Financial Reports**

**Motion:** A motion was made by Gene Bellisario to approve May 2023 Financial Reports.

**Support:** Merrick Tassin.

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

### **5. Consider Approval of May 2023 Financial Meeting Minutes.**

**Motion:** A motion was made by Merrick Tassin to approve May 2023 Financial Meeting Minutes.

**Support:** Gene Bellisario

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

### **6. Consider Approval of June 2023 Financial Reports**

**Motion:** A motion was made by Gene Bellisario to approve June 2023 Financial Reports.

**Support:** Merrick Tassin.

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain: 0**

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

**7. Public Education Report for April, May and June 2023**

- In April was Telecommunicator's Week. Second grade students from a local school made cards for dispatch and they are hanging in the center.
- May & June
  - Camps, Drivers Education giving 911 call overviews, Girl/Guy Talks, Safe Kids, Safe Sitter, Lunch & Learns

**8. Discuss and Consider Approval of enforcement Actions Against Agencies for Repeated Facility Policy Violations**

Rodney Hart discusses the policies that were agreed upon by the agencies when the individual contacts were signed.

Call answer time violations have a 1, 2, 3 approach for correcting the issue. There will then be a vote by the Board members to deduct from PSAP funding.

Rodney Hart says that there have only been 2 legitimate infractions since he has been here.

As of this time there has been no repercussions for violating District policies.

- Lenient of food being in the call center due to short staffing
- Children and animals being brought into dispatch

Bret Ibert asked what does the district do? Are we reaching out to supervisors? Why are we bringing this to the Board?

Rodney Hart replies that agency supervisors are notified and a week later the violation happens again.

James Davis suggests signage about kids, food, animals not being allowed instead of making a policy initially. The signage will be a constant reminder.

Merrick Tassin believes there may be a disconnect, not just in policy. A formal meeting once a month would resolve a lot of issues.

George Bonnet thinks that Merrick Tassin's recommendation is well intended but not sure a monthly meeting about roles is necessary.

Chad Duffaut says from Chief Kauffman, he is in favor of the monthly meetings but does not agree with the shotgun blast about fines. FD1 will not accept policy infractions and they will handle the situation on their end.

John Evans asks how the agencies would handle educating on individual policies.

General discussion

John Evans asks that suggestions be prepared and brought to the next meeting.

Merrick Tassin suggests that step one is to contact the supervisor, step two be the supervisor and agency head, step three is to appear before the Board and step four is to be fined.

James Davis asks about online training for policies and ownership.

Rodney Hart answers that the agency heads signed a contract. It is their responsibility to get it down to the bottom of the issues.

Jake Airey says to certify that policy is given to the employees.

Bret Ibert suggests that we add the instruction during APCO training.

John Evans says to add the policy to the agenda for August.

## **9. Directors Report**

### **a. Facility Update:**

- I. MPD move is scheduled for August but still not definite.
- II. All schools dialed 911 for accuracy and will be testing yearly.
- III. PRPD move is complete.
- IV. There is an 8% increase to healthcare benefits. We are revisiting bid for healthcare.
- V. Presents state plan and update to NG-911 plan.

Rodney Hart thanks the Board for gatekeeping and having measures in place to prevent incidents like what has happened to the New Orleans 911.

Merrick Tassin thanks the agencies for their hard work.

### **b. Call Stats:**

Rodney Hart presented the April 2023 PSAP Call Statistics: 10,754 total 911 calls. All met 95% under 15 seconds. All agencies met requirement for 99% of calls answered in 40 seconds or less.

Rodney Hart presented the May 2023 PSAP Call Statistics: 12,368 total 911 calls. All met 95% under 15 seconds. All agencies met requirement for 99% of calls answered in 40 seconds or less.

Rodney Hart presented the June 2023 PSAP Call Statistics: 12,161 total 911 calls. All met 95% under 15 seconds with exception of STPSO at 94.78%. All agencies met requirement for 99% of calls answered in 40 seconds or less. STPSO & STPCD reviewed multiple incidents that caused STPSO to fall below the requirement, all were acceptable reasons.

## 10. Fire QA Report

Matt Parish thanks Athena Walker and District for TC Week. In May, Fire switched to the new CAD but continue to work out the bugs.

James Davis asks if the overdoses resulted in death.

General discussion follows.

Acadian ambulance continues to be backed up the Fire Departments.

Merrick Tassin asked if other agencies can assist agencies in the facility with call taking.

Rodney Hart explains that anyone can answer call but how they are handled is different.

Sean Spansel out 12:11

Athena Walker out 12:11

Sean Spansel in 12:13

Sammy O-Keefe out 12:13

Sammy O'Keefe in 12:16

**Motion: A motion was made** Merrick Tassin to add to the agenda to allow the architect to move forward with the new facility.

Support: Gene Bellisario

**\*ROLL CALL\***

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

**Motion: A motion was made** Merrick Tassin to allow the architect to prepare the bid package.

Support: James Davis

**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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**\*ROLL CALL\***

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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

## **11. Adjournment**

**Motion:** A motion was made by Michael Ferrell at 12:25 pm to adjourn.

**Support:** Seconded by Jake Airey.

**Ayes:** John Evans, Merrick Tassin, Gene Bellisario, Jake Airey, James Davis, Bret Ibert, Michael Ferrell

**Absent:** 0

**Nays:** 0

**Abstain:** 0

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