St. Tammany Parish Communications District
28911 Krentel Rd.
Lacombe, LA 70445
Telephone: 985-898-4911 Facsimile: 985-898-4974 Website: www.stp911.org

Board of Commissioners Meeting Minutes

Date: November 20, 2024
Time: Following the Finance Committee Meeting
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:01 am.

A roll call was ordered by the Chairman, report as follows:
Present: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
A quorum was present.

Other Attendees: Rodney Hart, Sean Spansel, Stephanie Torres, Athena Walker, Matt Parish, JP Taylor, Willie Swett, George Bonnett

1. Consider Approval of October 2024 Regular Meeting Minutes.

Motion: **A motion was made** by Martha Cazaubon to approve October 2024 Regular Meeting Minutes.

Support: Bret Ibert
Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

2. Consider Approval of October 2024 Financial Reports.

Motion: **A motion was made** by Merrick Tassin to approve October 2024 Financial Reports.

Support: Bret Ibert
Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

3. Consider Approval of October 2024 Financial Meeting Minutes.

Motion: **A motion was made** by Merrick Tassin to approve October 2024 Financial Statements.

Support: Martha Cazaubon
Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

4. Discuss and Consider Approval of a Resolution to Reduce Operating Reserve to $2,200,879.00

Motion: **A motion was made** by Merrick Tassin to approve the Resolution to Reduce Operating Reserve

Support: Martha Cazaubon

Roll Call Vote

Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

5. Discuss and Consider Approval of Changes to the Amended 2024 Budget

Rodney Hart explains that due to permitting setbacks, the funds allocated in CIP for the Annex will need to be moved to 2025 Budget. In 2025, approximately $25,850.00 will be spent.

Motion: **A motion was made** by Merrick Tassin to approve the Amended 2024 Budget.

Support: Martha Cazaubon

Roll Call Vote

Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0

Abstain: 0

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

6. Discuss and Consider Approval of Changes to Proposed 2025 Budget.

Rodney Hart explains that due to permitting setbacks, the funds allocated in CIP for the Annex will need to be moved to 2025 Budget. In 2025, approximately $1,997,925.00 will be spent.

Motion: **A motion was made** by Merrick Tassin to approve the Amended 2024 Budget.

Support: Bret Ibert

Roll Call Vote

Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

7. Public Education Report for October 2024

Athena Walker updates the Board of her education programs for October 2024. She continues working with Outreach programs, Safe Sitter classes, Girls/Guys Talk, Driver's Education and holiday camps.

8. Director's Report

a.) Facility Update

Rodney Hart informs the Board that the DEQ permit has been approved. The Radio Tower has been built and coated. It should be delivered in the next two weeks and will be active by December 2024. The building of the Annex should be 300 days after ground breaking.

Call Stats

Rodney Hart presented the October 2024 PSAP Call Statistics: 9,002 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.

9. Fire QA Report

Matt Parish presented the October 2024 Fire District 1 Call Statistics. Calls answered under 10 seconds was 99.96% and calls answered under 20 seconds was 99.92%. Total 9-1-1 calls answered was 2,277. The call answer times were acceptable by PIAL/NFPA standards.

10. Executive Session – Director's Annual Evaluation

Motion: **A motion was made** by Merrick Tassin at 11:13 am to enter executive session.

Support: Martha Cazaubon
Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

Motion: **A motion was made** by Bret Ibert at 11:37 am to exit executive session.

Support: Merrick Tassin
Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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

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

Support: Martha Cazaubon

Roll Call Vote

Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

John Evans thanks the Personnel Committee.
Chairman asked for any further discussion or public comment, no response.

11. Adjournment

Motion: **A motion was made** by Martha Cazaubon at 11:40 pm to adjourn.

Support: Bret Ibert
Ayes: John Evans, Merrick Tassin, Bret Ibert, Martha Cazaubon
Absent: Michael Ferrell, Joe Impastato, Pat Burke
Nays: 0
Abstain: 0

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