

**ST. TAMMANY FIRE PROTECTION DISTRICT #8**

**Minutes of Board of Commissioners Meeting**

**May 15, 2024**

**Call to Order:** 5:30 pm

**Roll Call:**

Mike Anderson, Chair  
Sandra Slifer, Vice-Chair  
Brandon Brener  
Jeff King

**Also, Present:**

Chief Brandon Stein  
Chief Eric Givens  
Sue Ellen Stewart, Board Secretary  
Capt. Martin Krey  
FF Cory Price  
OP Aaron Sallean  
FF/OP Barry Smith

**Absent:**

**Pledge of Allegiance:** Recited

**Modification of Agenda:** Request by Chief Stein to add discussion about purchase of a CPR device under new business. Motion to add CPR device discussion under new business made by S Slifer, seconded by J King and was unanimously accepted .

**Public Concerns:** None

**Personnel Recognition:**

Name	Birthday	Service	Accomplishments
Sandra Slifer	5/14		
Cameron Waguespack	5/29		
Joe Ball		6 years	
Alex Rodriguez		1 year	
Conner Watters		2 years	
Jeremy Yanez		6 years	

**Secretary's Report:**

Upon motion by S Slifer, seconded by J King, the meeting minutes for April 17, 2024, were approved and unanimously accepted.

Financial Report includes a P&L Budget Performance for the month of Apr. 2024. The balance of Operating Account as of April 30, 2024, was \$1,485,370.84, Emergency Funds of \$152,098.17, Capital Acquisition Fund of \$216,755.33 and CD's totaling \$187,015.44. For a total of \$2,041,239.78. Operating Income of \$1,418,360.12 with expenses of \$456,895.00 for a net income of \$961,465.12. Detail reflects the additional expense in IT Services due to the transition to new communication software.

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<b>CD Account</b>	<b>Balance</b>	<b>Maturity</b>
561278	\$20,822.76	8/24/24
561619 – trans to Emergency Fund 4/2	.00	
561673	\$20,951.31	9/24/24
561746	\$20,807.45	6/19/24
561942	\$20,944.40	9/16/24
562056	\$21,018.85	10/7/24
562219	\$20,931.53	9/05/24
562429	\$20,755.91	8/24/24
562955	\$20,783.23	9/17/24
569519	\$20,000.00	8/31/24
<b>TOTAL</b>	<b>\$187,015.44</b>	

The motion was made to approve the April 2024 treasurer report by S Slifer, seconded by J King and was unanimously accepted.

**Communication:**

- New Vendors: Locality Media Inc – dba First Due, Gulf Coast Dock & Door, Roadside LED Supply, Allparts Equipment and Accessories
- Chief of Operations Exam scheduled for June 5<sup>th</sup>

**Chief's Report:**

Vehicles and equipment

- Hose tester repaired
- Pressure washer repaired

Personnel

- 12 full-time
- 14 Part-Time
- 5 active volunteers

Training

- Several members are scheduled for National Fire academy and Alabama Fire College.

Annual testing and inspections

- All scheduled

Communications

- Records have been sorted and organization has been started. Big thanks to Ms. Sue Ellen and Captain Fuselier for undertaking this long-awaited and needed project. All records that exceeded the applicable retention period have been destroyed.

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**RUN REPORT**

**May 2024**

Call data is from month of April 2024

CALL NATURE	2023	2024	DIFFERENTIAL
MEDICAL	30	33	+3
PUBLIC ASSIST	8	13	+5
MOTOR VEHICLE ACCIDENT	3	4	+1
STRUCTURE FIRE	0	0	0
VEHICLE FIRE	0	1	+1
NATURAL VEGETATION FIRE	3	1	-2
RESIDENTIAL FIRE ALARM	4	3	-1
COMMERCIAL FIRE ALARM	0	0	0
GAS LEAK/SPILL	0	2	+2
POWERLINE/POLE INCIDENT	1	6	+5
BURN COMPLAINT	0	1	+1
OTHER HAZARD	3	0	-3
SERVICE CALL	1	4	+3
MUTUAL AID FIRE	3	0	-3
MUTUAL AID MVA	0	0	0
MUTUAL AID NAT. VEG	0	1 fd7	+1
MUTUAL AIDE OTHER	0	2 residential alarms fd7	+2
MONTHLY TOTAL	60	71	+11
YEAR TO DATE TOTAL	236	263	+27

**RESPONSE ANALYSIS**

**May 2024**

Call data is from month of April 2024

STATION	CALL VOLUME	AVG RESPONSE TIME
81	46	4:02
82	19	5:43
83	6	6:37

**Old Business:**

**Facility Update:** M Anderson requested a meeting with Chief Stein, Chief Givens, and any other parties to move forward on the project.

**Training Certificates:** Cyber security certificate needed from S Slifer.

**Purchasing Policies & Procedures:** Financial procedures were updated to include the recommendations from the 2023 AUP Schedule of Findings and approved by Chief Stein and M Anderson.

## ***ST. TAMMANY FIRE PROTECTION DISTRICT #8***

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**New Appointees:** M Anderson has spoken to a couple of individuals about filling the board vacancy. Awaiting reply.

#### **New Business:**

**Millage Discussion:** Information provided by Troy Dugas was sent to all board members. We are in a reassessment year and should have the final millage rate to adopt in late May. Statutory deadlines were extended until August 1, 2024.

**Budget Planning:** The budget committee was formed to include B Brener, S Slifer, Chief Stein, Chief Givens, SE Stewart, Capt. M Krey and an open invitation to other STFD 8 employees.

**Fiscal 2023 AUP Schedule of Findings:** A copy of the response to the AUP schedule of findings was provided to all board members. Procedures were updated, approved, and implemented effective May 1, 2024.

Chief Givens provided an update on several items:

- Ongoing issues with AT&T internet and phone service at station 82. E Givens researched options and suggested using Starlink as an alternative provider for internet and VOI at a monthly savings for the district. The monthly fee is \$120 versus the current amount of \$200 for reliable high-speed service. There is a \$600 initial equipment investment. Will also investigate any savings at Station 83.
- First Due training and implementation continues and should be ready for full roll out June 1<sup>st</sup>
- Received notice of funds (\$6,250) available from St Tammany Parish Government Submitted a grant reimbursement for radio batteries purchased in 2021 and a Shore power fan purchased this month.

**CPR Device:** St Tammany Parish Government obtained funds through a class action lawsuit against pharmaceutical companies, established an Opioid Task force and will provide grant funds to parish fire districts to be used to purchase one piece of equipment essential to the district. Chief Stein submitted a request for CPR equipment and accessories i/a/o \$9,040. A motion was made by S Slifer to approve the purchase of the CPR equipment and accessories utilizing funds from the Capital Account awaiting reimbursement from St. Tammany Parish Government as the vendor quote is valid for 30 days.

**Adjournment @ 6:07** Motion to adjourn submitted by S Slifer, seconded by B Brener, the motion was unanimously approved.

**Next Meeting:** June 19, 2024, at 5:30pm