

ST. TAMMANY FIRE PROTECTION DISTRICT #8

Minutes of Board of Commissioners Meeting

November 20, 2024

Call to Order: 5:39 pm

Roll Call:

Sandra Slifer, Vice-Chair

Brandon Brenner

Jeff King

Also, Present:

Chief Brandon Stein

Chief Eric Givens

Sue Ellen Stewart, Board Secretary

Cheryl Tanner

Absent:

Mike Anderson, Chair

Pledge of Allegiance: Recited

Modification of Agenda: N/A

Public Concerns: None

Secretary's Report:

Upon motion by J King, seconded by B Brenner, the meeting minutes for October 16th and 18th, 2024, were approved and unanimously accepted.

The Financial Report includes a P&L Budget Performance for the month of October 2024. The balance of Operating Account as of October 31, 2024, was \$949,818.90 Emergency Funds of \$147,938.09, Capital Acquisition Fund of \$176,110.28, CD's totaling \$.00 and LAMP account of \$200,635.68. For a total funds on hand of \$1,474,502.95. All CD's have matured and fund transfers to the HB Emergency account and LAMP accounts have occurred.

Year to Date Operating Income of \$1,647,182.99 (99.84% of the budget) with expenses of \$1,259,929.22 (79.10% of budget) for a Net YTD Operating Income of \$387,253.77.

Motion made to approve the October 2024 financial reports by J King, seconded by B Brenner, was unanimously accepted.

Communication:

My EMS Supply was reported as a new vendor, purchasing safety equipment.

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Chief Stein's Report

Vehicles and equipment

- All vehicles in order and operational
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- Will arrange for mobile trailer at Station-82 to be Auctioned either by Henderson Auctions or Servcorp Auctions.

Personnel

- One personnel out on extended sick leave.
- All full-time positions are filled

Annual testing and inspections

- All up to date.

Communications

Personnel Recognition

- Birthdays
Kyle Carter 11/01
Mason Krey 11/07
Jeremy Yanez 11/22
- Years Of Service
Mason Krey 4 years

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RUN REPORT

NOVEMBER 2024

Call data is from month of October

CALL NATURE	2023	2024	differential
MEDICAL	30	31	+1
PUBLIC ASSIST	21	8	-13
MOTOR VEHICLE ACCIDENT	5	5	0
STRUCTURE FIRE	0	0	0
VEHICLE FIRE	2	0	-2
NATURAL VEGETATION FIRE	6	3	-3
RESIDENTIAL FIRE ALARM	7	4	-
COMMERCIAL FIRE ALARM	0	1	+1
GAS LEAK/SPILL	2	4	+2
POWERLINE/POLE INCIDENT	0	0	0
BURN COMPLAINT	14	0	-14
OTHER HAZARD	1	0	-1
SERVICE CALL	2	2	0
MUTUAL AID EMS	0	0	0
MUTUAL AID FIRE	1	3 FD7	+2
MUTUAL AID ALARMS	0	1 FD7	+1
MUTUAL AID MVA	0	1 FD7	+1
MUTUAL AID NAT. VEG	0	0	0
MUTUAL AIDE OTHER	0	0	0
MONTHLY TOTAL	91	63	-28
YEAR TO DATE TOTAL	718	630	-88

RESPONSE ANALYSIS

NOVEMBER 2024

Call data is from month of October

STATION	CALL VOLUME	AVG RESPONSE TIME
81	38	N/A
82	20	N/A
83	5	N/A

Response time by station is currently not part of their standard reports. Chief Givens is working with the First Due, the software vendor to obtain that data for reporting purposes.

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Chief Given's Update:

- Two members are taking the Live Fire Instructure Certification exam.
- Two members testing for Firefighter II
- Three members are scheduled to take EMT class hosted by Mandeville in January
- Located a fire extinguisher training simulator which will be used for fire prevention training and community outreach. B Brenner is aware that St Tammany school board is seeking training, Chief Stein will facilitate this through the chief's association.
- Structural fire gear was delivered, some of which will need to be returned to have STFD8 name added. We will have replacements until original gear is returned.
- With the future plans of the airport, two members will be attending ARC training; Airport Fire Fighter hosted by Alabama Fire College.

Old Business:

- **Facility Update:** Chief Stein, Chief Givens and M Anderson meet with Greenleaf staff on 11/12 to discuss programming. Adjustments will be made to the drawings to match the budget. Minutes of the meeting will be distributed to all board members.
- **New Appointees:** Chief Stein will secure a resume from a potential candidate and decision from another candidate is pending.
- **Proposed Budget Posted on Website & Published in Official Journal:** SE Stewart reported that the 2025 proposed budget was posted on the website on 10/23 and published in the official journal on 11/6.
- **Public Notice of Intent to Call an Election:** By request of the parish council, the notice was deferred to May 2025. A new timeline will be established by Jim Ryan and sent to the parish council.

New Business:

- **2025 Budget Public Hearing & Vote:** The proposed budget was published in the official journal on 11/6 with no comments from the public, therefore a motion was made by J King to accept the 2025 Proposed Budget, seconded by B Brenner and unanimously approved.
- **Policy Update and Additions and Adoption:** Copies of the policies: 1) Scheduled Work Hours, 2) Incident Reporting and 3) Apparatus Housing and Deployment were provided to board members in advance of the meeting. Chief Stein gave an overview of each policy highlighting the changes. Motions were made on each policy separately by B. Brenner to approve the policy changes and additional new policies, all policies were seconded by J King and unanimously approved.
- **Resolution 2024-006 Surplus Expired Structural Fire Gear:** SE Stewart read the resolution (see attached). Motion to accept the resolution made by B Brenner, seconded by J King.

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- **2025 Board Meeting Dates:** The meeting schedule was distributed and accepted by all board members present. SE Stewart will post on the website and send copy via email to all board members.

Adjournment @ 6:37 Motion to adjourn submitted by B Brenner, seconded by J King, the motion was unanimously approved.

Next Meeting: December 18, 2024, at 5:30pm

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RESOLUTION #2024 - 006
Surplus Expired Structural Fire Gear
November 20, 2024

Whereas a quorum of the Board of Commissioner of St. Tammany Fire Protection District No 8 (“the district”) was present on this date for a properly advertised, regular meeting:

A motion was made by Brandon Brenner and seconded by Jeff King that the Board declare the following 23 items as surplus equipment, 2 of which will be repurposed as extrication gear and the remaining will be destroyed.

Type of Gear	Serial Number	Expiration date	Service Status 11/20/24
10 Coats	3264008, 3264009, 3879338, 3879340, 3879341, 3879344, 3879145, 05, 14601410, 0203	2016	Destroyed
9 Pants	3244605, 3264014, 3879359, 3879369, 3879360, 3244820, 3879363, B16PANT3MS, 6000204037,	2016	Destroyed
2 Coats	3879373, 3879343	2016	Extrication Gear
2 Pants	3879358, 14601409	2016	Extrication Gear

This Resolution was adopted on this 20th day of November 2024 and becomes effective immediately. The foregoing resolution was read in full; the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: (3) Slifer, King, Brenner
NAYS: (0)
ABSTAINED: (0)
ABSENT: (1) Mike Anderson

CERTIFICATE

I hereby certify that I am the Secretary of the Board of Commissioners of St. Tammany Fire Protection District No. 8, and the above resolution was properly adopted by the Board of Commissioners, which is the districts’ governing authority, at the Regular board meeting called and held in accordance with the law at the district’s regular meeting held on this 20th day of November 2024. Thus, signed and executed this 20th day of November 2024.

Sue Ellen Stewart

Sue Ellen Stewart
Secretary to the Board of Commissioners
St. Tammany Parish Fire Protection District No. 8