

***ST. TAMMANY FIRE PROTECTION DISTRICT #8***  
***Minutes of Board of Commissioners Meeting***  
***January 15, 2020***

**Call to Order:** 5:40pm

**Roll Call:**

Jay Hawkins  
Sandra Slifer  
Michael Anderson  
Stephen Saussy

**Absent:** Darryl Battaglia

**Also, Present:**

Susan Ohlenforst, Board Secretary  
Brandon Stein, Interim Chief  
Daniel Fuselier, Captain/EMT  
Steve Harden, OP/EMT  
Cameron Waguespack, FF  
Earl Hotard, Captain/EMT

**Pledge of Allegiance**

**Modification of Agenda:**

It was requested by Fuselier to move Fire Chief Selection Discussion before the secretaries report due to him being called out. Hawkins called for a motion for this item to be moved up before the secretary's report. A motion was made by Slifer and seconded by Anderson and it was unanimously approved.

**Hearing of Public Concerns:** Fuselier presented questions to the board referencing the hiring of a Fire Chief.

**Secretary's Report:**

Upon motion by Slifer, seconded by Saussy, the meeting minutes for December 2019 were unanimously approved.

Financial Report including a P&L Budget Performance for the month of December 2019 and a Check Register Report for the General Fund Account up to December 31, 2019 were presented. Balance of General Fund/Citizens Bank as of December 31, 2019 was \$12,459.27 and Home Bank was \$379,479.33, with \$282,978.33 being current year funds and \$96,501.00 being Capital Funds from previous years money. The balance in Petty Cash \$22.03 The balance in the LAMP Emergency Fund was \$261,863.90.

Upon motion by Slifer, seconded by Saussy, the financial statements for December 2019 were unanimously approved.

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

### ***Minutes of Board of Commissioners Meeting***

***January 15, 2020***

**Communications:** Ohlenforst requested approval to submit the records retention schedule. A motion was made by Slier and seconded by Saussy to approve the records retention schedule. It was unanimously approved. Information was passed on to the board about the Tier 2.1 and ethics training. Ohlenforst presented to the board the Louisiana Compliance Questionnaire for adoption. The Louisiana Compliance Questionnaire was discussed. A motion was made by Slifer and seconded by Anderson; it was unanimously approved to adopt the Louisiana Compliance Questionnaire.

#### **Chief's Report:**

##### **Vehicles and equipment**

ENGINE-81- present quotes for repairs. A motion was made by Saussy seconded by Slifer to approve the repairs to engine 81 by Siddons- Martin. In which a quote for the repairs amounted to \$27,067.95. It was unanimously approved.

ALL TRUCKS- Approval to purchase on-board battery chargers to extend battery life.

##### **Personnel**

Part-time employee Daniel Moulder was involved in an accident after getting off shift on 12-21-19. Daniel sustained major back injuries and underwent an extensive surgery. Daniel spent several weeks in the hospital. He is making good progress and will have to undergo additional surgeries

##### **Annual testing and inspection**

All up to date

Inspector Burns has contacted me in reference to resigning as our Inspector. No date was given, and he has expressed his willingness to remain with us until additional personnel can receive the necessary training and credentials to perform his job.

Current personnel who are interested will receive all necessary training and credentials to perform inspections. At this time, we have at least 5 who are interested.

##### **Station improvements**

Second contractor visited Station-82 to submit a quote on January 6, 2020. The contractor advised on 1-14-2020 that his bid would be submitted by 1-17-2020. At this time, Ralph Armijo of DA-1 is the only bid submitted at a cost of \$19,517.30

Station-81- recommend contacting the contractor who built out Station-83 and submitting the plan for a review by him. The plan has been finalized.

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

### ***Minutes of Board of Commissioners Meeting***

***January 15, 2020***

Station-81- Dumpster corral has been installed.

Station-82- Tank removal to begin soon so that the generator building that was approved in 2019 can be constructed.

#### Information

Currently seeking an Inspector 1 class to be held at our facilities and open to surrounding districts. Strong possibility that inspector 2 could be held immediately following. Captain Givens has received all required credentials to receive his FIT certification. The application has been mailed in and that certification should be granted in the very near future.

All personnel have been informed that it is expected of them to begin pursuing the next Certification needed in their development process. My main goal is for all personnel to possess all certifications needed for their current position as well as any position they may be promoted to for any length of time. I would like to reach that goal by the end of 2020. It is very much achievable.

Daily PIAL training calendars for the first quarter have been issued and the participation is being enforced.

Bi-weekly target solutions training has been assigned for the first quarter

On 1-2-20 at 1234 hrs, FD8 responded to a medical call on Daisy Street. Personnel contacted an approximately 20-year-old male who had suffered a suspected seizure. While performing a patient assessment, the patient became combative and began attempting to strike fd8 personnel. Personnel, unable to escape took defensive actions and subdued the patient in order to avoid injury. Personnel immediately enacted their emergency button on their portable radio in order to alert dispatch of a possible life-threatening situation. Personnel were able to immobilize the patient until the Sheriff's Office could arrive to intervene. Both personnel were evaluated on scene by Acadian Ambulance Service and suffered no injuries. Being on vacation, I was notified by Unifire by telephone of the situation. I immediately possessed a radio and began monitoring the situation. I responded to the scene as soon as my situation allowed and immediately began an investigation. I am currently still performing a thorough investigation of the entire incident, and all agencies involved. It is my personal belief that protocols, and procedures were not followed, by some involved agencies. Upon completion of my investigation I will present a final report to the Board of Commissioners, along with a list of deficiencies encountered in this situation. I will also be presenting my findings to the Unifire Board at the next scheduled meeting in February. This situation could have had a deadly outcome. It is my opinion that Unifire is deficient in policies and procedures, as well as training when

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

### ***Minutes of Board of Commissioners Meeting***

***January 15, 2020***

it refers to this type of incident. I am making it my personal responsibility to use this situation as a learning experience, as well as presenting the facts and findings of my investigation to the Unifire Board in order to bring awareness to the deficiencies I have been suspecting for years. I have been in constant contact with another Fire Chief whose department encountered a similar situation, and to this date, no action has been taken. At the next scheduled Unifire meeting, myself and the additional Chief will be making a presentation to state our case and bring light to the situation.

#### **Old Business:**

- Cooperative Endeavor Agreement: After discussion, a motion was made by Saussy and seconded by Slifer to approve the agreement with corrections, it was unanimously approved.

#### **New Business:**

- 2020 Vice-Chairman Appointment: After discussion and determining it would be in the best interest of the board to appoint a vice-chairperson. Slifer volunteered to accept the opportunity of Vice-chair. A motion was made by Saussy, seconded by Anderson, it was unanimously approved to appoint Slifer as Vice Chairwoman.
- Fire Chief Selection Consideration: Hawkins stated that a committee would need to be put in place for the selection of Fire Chief. Saussy and Anderson volunteered to be on the committee. In addition, Hawkins stated he had one other person he would like to appoint to the committee, it is Mike Tusa. Hawkins will contact Tusa and make him aware that the committee had been formed. A motion was made by Saussy to form a committee with Anderson, Saussy and Tusa on such committee, seconded by Anderson, it was unanimously approved.

Upon motion by Slifer, seconded by Anderson , it was unanimously approved to adjourn the meeting.