

ST. TAMMANY FIRE PROTECTION DISTRICT #8
Minutes of Board of Commissioners Meeting
March 22, 2018

Call to Order: 5:30pm

Roll Call:

Jay Hawkins
Ryan Murphy
Sandra Slifer
Ellis Simpson

Also Present:

Janet Dufrene, Board Secretary
Steven Glynn; Fire Chief

Pledge of Allegiance

Modification of Agenda: Upon motion by Murphy, seconded by Slifer, it was unanimously approved to add the discussion of the Verizon Tower Rental to the agenda for an update.

Hearing of Public Concerns: None

Secretary's Report:

Upon motion by Slifer, seconded by Simpson, the meeting minutes for January 2018 were unanimously approved with the correction to the date listed on the minutes from January 24, 2018 to February 21, 2018.

Financial Reports, including a P&L Budget Performance for the month of February 2018 and a Check Register Report for the General Fund Account up to February 28, 2018 were presented. Discussion occurred about the current variances in budget versus actuals. Balance of General Fund as of February 28, 2018 was \$169,032.36. Balance of LAMP General Savings was \$903,377.76 with \$682,681.76 being current year funds, \$70,000 being held back ad val from December and \$150,696.00 being Capital Funds from previous years money. The balance in the LAMP Emergency Fund was \$251,751.89. New Financial Reports formats were presented. All current funds will be presented against the budget and acquisition fund will show current balance and expenditures against the capital budget for the year.

Upon motion by Murphy, seconded by Simpson, the financial statements for February 2018 were unanimously approved.

Communication: FFRS sent out the letter setting the new contribution rates as of July 2018. The rates will remain the same for the year 2018-2019 as they were for 2017-2018.

Chief Report:

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PIAL: We continue to prepare for the rating. Ken Weber informed us that the extension we requested was approved and our rating period will be April 1, 2017 through March 31, 2018. He said we would receive an updated notice in early March. We received a letter dated March 12 stating that we received the extension and had 30 days to complete the questionnaire. This is somewhat of a tight window in that there are portions of the questionnaire which cannot be finalized until the rating period is complete i.e. a fire on March 31 would be in the grading period and needs to be included. There was some new information requested regarding water distribution which Captain Stein and I are working on and should be entered this week. The Communications portion will be delivered to Unifire for completion on April 2, Jason Bilich informed me that it will be complete and ready for pick up by April 5.

Vehicles and Equipment: As stated at the last meeting, the Captains have suggested a Ford Interceptor SUV as their next vehicle. The “ready for the road” package was further investigated and appears that preparing the vehicle in house is still our best option. Some small miscellaneous equipment has been purchased to fulfill PIAL requirements, including books (to complete our library), and IC Status Board, and an ICP indicator Light.

Annual Testing and Inspection: All testing is being reviewed to be sure we are up to date for PIAL Inspection.

Fire Prevention: Fire Prevention Inspections are near completion, once complete Inspector Burns will plan Fire Prevention meetings with the target hazards in the District. Inspector Burns is also currently assisting with the Fire Prevention portion of the PIAL Questionnaire.

Training: The Fire/Rescue 1 Academy course “Ventilation” was assigned for all personnel. Fire Officer training additionally assigned to the Captains and Chief is “Fire Attack”.

Firehouse/Emergency Reporting: iPads have been formatted and loaded with Emergency Reporting and Fire/Rescue Academy, data will be loaded once PIAL questionnaire has been submitted.

Station Improvements: Awaiting word on the following items, but active pursuit has been on hold pending completion of PIAL inspection:

1. Bottomline Dozer came to look at Station 82 on 3/21 and will be submitting a bid for the apron, driveway and parking improvements.
2. Still checking Federal Surplus for a replacement generator for Station 82, and a fuel tank to keep spare gasoline on premises at Station 81.

Firefighter Illness and Injury: No injuries or extended sick leave to report.

Personnel: We are currently seeking part-time firefighters, three part timers have left and two cannot work due to paramedic training.

Chief's Association: Minutes for the March breakfast and the February meeting are available.

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Old Business:

A gentleman contacted Commissioner Murphy concerning purchasing part or all of our remaining Verizon Tower Rental Contract. After discussing the possible pros and cons of selling versus keeping the years remaining it was determined that District is better served by keeping the current rental agreement as is.

New Business:

None

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