



St. Tammany Fire District 12

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BOARD OF COMMISSIONERS MEETING MINUTES MAY 19, 2016

CALL TO ORDER:

4:05PM.

INVOCATION:

The meeting opened with an invocation by Commissioner Joe Mitternight, followed by the *Pledge of Allegiance*.

ROLL CALL:

Commissioners in attendance: Chairman Susan Strain, Vice-Chairman Steve Swanson, Secretary Sonny Schwing, Treasurer Ron Garrity, and Commissioner Joe Mitternight.

A quorum was present.

Administrative Staff in attendance: Fire Chief Stephen Krentel, Chief of Operations Mike Haley, Chief of Prevention Kris Hines, Chief of Training Dominick Bourgeois, Communications Supervisor Jason Bilich, Accounting Supervisor Sarah Modisett and District Chief Terry Stuard.

Invited Guest in attendance: Shannon Dardar, PMI Resources.

ADOPTION OF AGENDA:

Chairman Strain presented the Agenda and asked if there were any additions or revisions. There were none. A motion was made by Secretary Schwing to adopt the Agenda as written. Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

MINUTES:

The Minutes from the April 21, 2016 Regular Meeting were presented. Chairman Strain asked if there were any revisions that needed to be made. There were none. A motion was made by Commissioner Mitternight to adopt the Minutes as written. Secretary Schwing seconded the motion. There was no public comment. The motion passed unanimously.

STAFF REPORT:

Fire Chief

- The District's Annual Audit report has been distributed – no issues were found.
- B-Shift personnel assisted Fire District 2 with a large residential structure fire in Flower Estates. FD2 Fire Chief Mike Stein sent a letter thanking everyone for their assistance. A website notification also complimented B-Shift personnel after they gave a young boy and his mother an impromptu tour of their fire truck while having lunch at a local restaurant.

- The District is in the process of developing a five year plan. It is proving to be a challenging endeavor as there has been no increase in the District's *ad valorem* revenue with several obstacles: heavy debt service, FEMA Disaster Loan, and inflation of uncontrollable items (health care, retirement, workers compensation, potential increased minimum wage).
- Command Staff personnel have met several times as a group for the first time since 2013 to discuss current and long-range planning for the District. The group consists of Fire Chief Stephen Krentel, Chief of Operations Mike Haley, Chief of Prevention Kris Hines, Chief of Training Dominick Bourgeois, District Chief "A" Kevin Adams, District Chief "B" Eric Rodick, District Chief "C" Terry Stuard, Communications Supervisor Jason Bilich, Accounting Supervisor Sarah Modisett and Office Manager Rebecca Dougherty. Command Staff will meet quarterly going forward.

Operations

- **FD12 April 2016 Total Calls – 261**
 - EMS Calls – 192 (74%)
 - Fire Calls – 69 (26%)
- Two employees are on extended sick leave – their approximate return dates are unknown at this time. One employee is on injury leave for at least six more weeks.
- Coastal Air Balance completed their blower door test – a summary was sent to Chief Haley and Trey Lape, the District's attorney for Station 124's litigation. They are now waiting for the high humidity to return in the summer months to see if the situation has been corrected.
- There are several items that Staff would like declared "surplus" – It will be discussed at the end of the staff report.

Fire Prevention/Community Relations

- 65 pre-plan updates and 59 inspections were completed in April 2016. Chief Hines visited a number of occupancies from both the inspections and pre-plan lists to check for quality control issues. Occupancy representatives had nothing negative to report about FD12 personnel.
- Personnel are revisiting SOP's for inspection and investigation practices within the District.
- The multi-gas detectors purchased with STP grant monies have been placed on all frontline apparatus.
- The Task Force Meeting with outside agencies (ATF and State Fire Marshal's Office) to investigate the suspicious incidents in the Tammany Hills Subdivision area was very positive. The District has been assured that any assistance needed will be provided. Another meeting is scheduled next week.
- Lake Ramsey Homeowners' Association held their meeting at Station 122.
- Personnel conducted two CPR classes – the monthly class certified two people, and a class held at a local daycare facility certified six staff members.
- The United Way's annual Red Beans & Rice Cook-Off is scheduled on Monday, July 25, 2016 from 11AM – 2PM.

Training

- Company officers conducted company training as assigned throughout the month with no issues.
- One multi-company drill was conducted at the training tower focusing on RIT (Rapid Intervention Team) Operations.
- The EMT class is ongoing until June 1, 2016.
- Air pack testing is complete. The Committee recommended purchasing new air packs with the grant received by the District from MSA. The District is waiting for the price quote to be finalized prior to ordering the air packs.
- A multi-agency Haz-mat class was conducted at the training tower. FD12 suppression personnel along with FD2, FD4, FD8, FD13 and City of Covington Fire Departments participated.
- Suppression personnel are currently training at an acquired house on Crawford Road. They will burn down the structure by the end of June 2016.