



**BOARD OF COMMISSIONERS
REGULAR PUBLIC MEETING MINUTES
JANUARY 18, 2024**

CALL TO ORDER:

5:01 PM.

INVOCATION:

The hearing opened with an invocation by Chief Bilich, followed by the *Pledge of Allegiance*.

ROLL CALL:

Commissioners in attendance: Chairman Ryan Munsey, Vice-Chairman Lenny Thompson, and Secretary/Treasurer Ron Garrity.

Commissioners absent: Commissioner Jimmy Holden and Commissioner Kevin Perrilloux.

A quorum was present.

Administrative Staff also in attendance: Fire Chief Terry Stuard, Chief of Administration Jason Bilich, Chief of Operations Kevin Adams, Chief of Prevention Ollie Brumfield, Chief of Training Dominick Bourgeois, District Chief Clayton Stein, Captain Travis Katen, and Operators Joe Palmer and Hunter Windom.

ADOPTION OF AGENDA:

Chairman Munsey presented the Agenda and asked if there were any revisions. A motion was made by Vice-Chairman Thompson to adopt the Agenda as presented. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

EMPLOYEE RECOGNITION PIN PRESENTATION:

The recognitions were deferred until a later date as the recipients were not available to attend today's meeting.

MINUTES:

Regular Meeting Minutes from December 14, 2023 were presented. Chairman Munsey asked if any revisions needed to be made. There were none. A motion was made by Secretary/Treasurer Garrity to approve the Minutes as written. Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously.

STAFF REPORT (ATTACHED):

A motion was made by Vice-Chairman Thompson to dispense with the reading of the Staff Report. Secretary/Treasurer Garrity seconded the motion. Comments: The District purchased new small generators for all the firetrucks. Chief Stuard is in the process of scheduling meetings with the new STP Council members representing the District. The console for the DC's new truck arrived and the truck is heading to the radio installer to complete installation. Commissioners were reminded to complete their Tier 2.1 financial disclosure paperwork by May 15, 2024. The motion passed unanimously.

FINANCIALS

The financials were presented. A motion was made by Vice-Chairman Thompson to accept the financials. Secretary/Treasurer Garrity seconded the motion. Comments: The District purchased a \$550,000 CD to pay for the new tankers when they are delivered; it is currently incurring interest. Approximately \$703,000 more in *ad valorem* and other revenue was received than was budgeted for 2023. The motion passed unanimously.

OLD BUSINESS

There was none.

NEW BUSINESS

A motion was made by Secretary/Treasurer Garrity to keep all officer positions the same for 2024 as follows:

Chairman – Ryan Munsey

Vice-Chairman – Lenny Thompson

Secretary/Treasurer – Ron Garrity

Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously.

Resolution 2024-001: A motion was made by Vice-Chairman Thompson to accept the election of officers for the Board of Commissioners as follows:

Chairman – Ryan Munsey

Vice-Chairman – Lenny Thompson

Secretary/Treasurer – Ron Garrity

Secretary/Treasurer Garrity seconded the motion. Comments: Secretary/Treasurer Garrity spoke with St. Tammany Parish President Mike Cooper and relayed to him that the Board of Commissioners members work well together in conjunction with senior staff and personnel at Fire District 12 – they are a good team. The motion passed unanimously.

Resolution 2024-002: A motion was made by Vice-Chairman Thompson to appoint Mr. Jonathan Lagarde as the Governing Authority's representative for the District's Civil Service Board. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

Comments:

Chairman Munsey read a letter from Commissioner Holden commending members of Fire District 12 who assisted him on December 15, 2023 during a medical crisis at his home, specifically Captains Clayton Cawyer and Travis Katen, and Operators Brandon Alford and Grant Windom. A copy of the letter will be placed in their personnel file.

ADJOURN:

Vice-Chairman Thompson made a motion to adjourn the meeting. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously. The meeting adjourned at 5:22 PM.

Approved:



Ryan Munsey, Chairman



Date



Staff Report January 2024

Fire Chief

- Two employees remain on extended sick leave; their return to active duty is currently unknown.
- The District signed purchase orders for six new Lucas devices (Thumpers) for all stations; anticipated delivery is approximately sixteen weeks.
- The District also purchased new small generators for the frontline trucks as discussed in December 2023.
- The District is currently in discussion to re-stripe the spare pumpers so they match the frontline trucks.
- Chief Stuard is currently meeting with the three new St. Tammany Parish Council members who represent the District.
- The two newest employees graduated from District 4's recruit academy in December. They are currently training with Chief Bourgeois before going on shift. Seth Nelson will begin District 1's recruit academy on January 16, 2024.
- Commissioners are reminded to complete their online Ethics training class as soon as possible and to complete their Tier 2.1 Annual Personal Financial Disclosure statement by May 15, 2024. Please turn in copies of the completed paperwork to the Office Manager to keep on file.

Operations

- **FD12 December 2023 Total Calls – 295**
 - See Attached Report
- **FD12 December 2023 Fuel Consumption**
 - Diesel – 1,454 Gallons
 - Gasoline – 181 Gallons
- All repairs on Reserve Engine 122 are complete and it is back in service.
- Construction of the command console for the new District Chief truck is complete and it was shipped on January 10, 2024. Once it arrives, the truck can go to the radio installers for radios and emergency lighting.
- Siddens Martin is still awaiting parts for Reserve L122 to replace the cables and the waterway seals on the ladder. It will be kept in service until the parts arrive.
- District personnel are looking into an XY shifter for one of the current water tenders. It will make the truck easier and safer to drive.
- Chief Bourgeois and Chief Adams started an advanced EMT class; it is scheduled to conclude in April.

Fire Prevention/Community Relations

- The District's false alarm program is resetting with the new year; there are currently zero false alarms.
- Chief Brumfield is conducting inspections in both Station 122 and Station 123's areas; there are approximately 189 businesses to be completed by March 1, 2024.
- Chief Brumfield investigated a structure fire in District 13's area on January 7, 2024. It was caused by a heat lamp inside the garage.
- Chief Brumfield will train the Captains on the District's new operating system in February.
- Station 124's Captains will receive their Preplans in March.
- Chief Brumfield is currently scheduling his Continuing Education hours for the year.

Training

- Chief Bourgeois is currently conducting an EMR class with four students; two are the newest firefighters, and two are from FD2.
- Personnel with EMT licenses up for renewal are currently completing continuing education hours.

St. Tammany Fire District 12

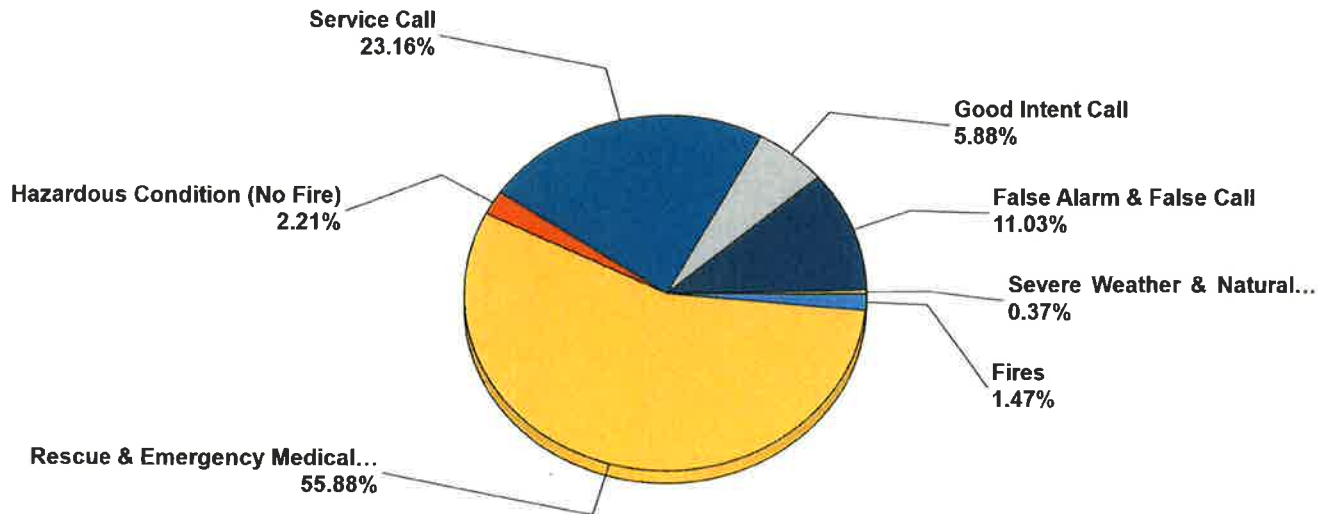
Covington, LA

This report was generated on 1/16/2024 11:54:22 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2023 | End Date: 12/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	1.47%
Rescue & Emergency Medical Service	152	55.88%
Hazardous Condition (No Fire)	6	2.21%
Service Call	63	23.16%
Good Intent Call	16	5.88%
False Alarm & False Call	30	11.03%
Severe Weather & Natural Disaster	1	0.37%
TOTAL	272	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.74%
151 - Outside rubbish, trash or waste fire	2	0.74%
311 - Medical assist, assist EMS crew	35	12.87%
320 - Emergency medical service, other	3	1.1%
321 - EMS call, excluding vehicle accident with injury	83	30.51%
322 - Motor vehicle accident with injuries	5	1.84%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.37%
324 - Motor vehicle accident with no injuries.	25	9.19%
412 - Gas leak (natural gas or LPG)	4	1.47%
445 - Arcing, shorted electrical equipment	2	0.74%
550 - Public service assistance, other	2	0.74%
551 - Assist police or other governmental agency	1	0.37%
553 - Public service	15	5.51%
554 - Assist invalid	39	14.34%
561 - Unauthorized burning	6	2.21%
611 - Dispatched & cancelled en route	5	1.84%
622 - No incident found on arrival at dispatch address	7	2.57%
631 - Authorized controlled burning	1	0.37%
651 - Smoke scare, odor of smoke	3	1.1%
733 - Smoke detector activation due to malfunction	2	0.74%
735 - Alarm system sounded due to malfunction	7	2.57%
741 - Sprinkler activation, no fire - unintentional	1	0.37%
743 - Smoke detector activation, no fire - unintentional	2	0.74%
745 - Alarm system activation, no fire - unintentional	16	5.88%
746 - Carbon monoxide detector activation, no CO	2	0.74%
814 - Lightning strike (no fire)	1	0.37%
TOTAL INCIDENTS:	272	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Page overview

Create a post

Last 28 days

Discovery

-  Post reach
-  Post engagement
-  New Page Followers

6,763

812

16

Interactions

-  Reactions
-  Comments
-  Shares
-  Photo views
-  Link clicks

160

14

8

273

0

Other

-  Hide all posts
-  Unfollows

0

0



We want to wish everyone a Happy New Year! Please be safe tonight. We hope we don't have to come see you! 🇺🇸

Dec 31, 2023

Post reach
1,058

Engagement
74



The kids at Park Place Academy got to go on a little field trip today. They are right across the street from our station in Northpark and always see the firetrucks and firefighter when they are playing in the yard. Today we brought them over to the station and they got to see the inside of the station, climb through the ladder truck, and try on some real...

Dec 21, 2023

Post reach
2,556

Engagement
584



Thank you to everyone who donated during our Toys for Tots campaign. We collected 4 full boxes and \$300!!!

Dec 17, 2023

Post reach
2,637

Engagement
579



We would like to welcome now Probationary Firefighter Jack Caminita and Dylan Catchot to the FD12 family. They have successfully completed their recruit academy!

Dec 15, 2023

Post reach
1,382

Engagement
263



We are out at Walmart for the next collecting toys for tots.

Dec 15, 2023

Post reach
3,090

Engagement
529



Join us in congratulating Captain Kayman Gassen on 15 years of dedicated service to the citizens of FD12. Thank you Kayman, here's to 15 more!

Dec 14, 2023

Post reach
3,802

Engagement
661



We are currently on scene of a gas leak on Nursery St right off Hwy 36 please avoid the area

Dec 12, 2023

Post reach
1,885

Engagement
158



Ladder 124 was excited to lead the parade at St. Tammany Parish's 24th Annual Holiday of Lights. We hope everyone got a hat and or frisbee!

Dec 1, 2023

Post reach
7,197

Engagement
1,051



We are hosting a Regional Fire Chiefs lunch today in FD12's area. These meetings occur quarterly and include chiefs from both the north and south shore. Meetings like this ensure open communication between all agencies to best serve the communities that we all serve.

Dec 1, 2023

Post reach
1,503

Engagement
336