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**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING MINUTES  
FEBRUARY 8, 2024**

**CALL TO ORDER:**

5:07 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, Secretary/Treasurer Ron Garrity, 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, Captains Katlin Gassen, Travis Katen, and Lucas Reyes, and Operator Nick Brener.

**ADOPTION OF AGENDA:**

Chairman Munsey presented the Agenda and asked if there were any revisions. A motion was made by Commissioner Holden to adopt the Agenda as presented. Commissioner Perrilloux seconded the motion. There was no public comment. The motion passed unanimously.

**MINUTES:**

Regular Meeting Minutes from January 18, 2024 were presented. Chairman Munsey asked if any revisions needed to be made. There were none. A motion was made by Vice-Chairman Thompson to approve the Minutes as written. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

**STAFF REPORT (ATTACHED):**

A motion was made by Commissioner Perrilloux to dispense with the reading of the Staff Report. Secretary/Treasurer Garrity seconded the motion. Comments: Chief Stuard met with the new STP Council members representing the District. Chief Stuard will attend the Civil Service Board meeting on February 9, 2024 to recommend changes to the Fire Captain classification plan. 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. Commissioner Perrilloux seconded the motion. Comments: The District paid its annual usage fee to Fire District 4 for their Training Tower. The motion passed unanimously.

### **OLD BUSINESS**

There was none.

### **NEW BUSINESS**

There was none.

### **Comments:**

Chairman Munsey stated that he received notification from Parish President Mike Cooper officially reappointing him as a Commissioner for St. Tammany Fire District 12.

### **ADJOURN:**

Secretary/Treasurer Garrity made a motion to adjourn the meeting. Commissioner Perrilloux seconded the motion. There was no public comment. The motion passed unanimously. The meeting adjourned at 5:17 PM.

Approved:

  
\_\_\_\_\_  
Ryan Munsey, Chairman

3-21-24  
\_\_\_\_\_  
Date



## Staff Report February 2024

### Fire Chief

- Two employees remain on extended sick leave; their return to active duty is currently unknown.
- Chief Stuard met with the three new St. Tammany Parish Council members who represent the District.
- 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 January 2024 Total Calls – 249**
  - See Attached Report
- **FD12 January 2024 Fuel Consumption**
  - Diesel – 919 Gallons
  - Gasoline – 313 Gallons
- Reserve Engine 122 is currently out of service; the Mechanics are replacing a blown head gasket.
- The new District Chief truck is back from the radio shop after having radios and emergency lighting installed. There are a few minor details that still need to be completed before it is finally put in service.
- 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.
- The XY shifter for the water tenders is not possible as the transmissions are too old and lack the necessary internal components for the shifters to work properly.

### Fire Prevention/Community Relations

- The District's false alarm program reset at the beginning of January 2024. The Trace at Claiborne Hill currently has one verified false alarm.
- Chief Brumfield is completing inspections in both Station 122 and Station 123's areas. Approximately 8 businesses remain – they are all churches and are expected to be completed on Sunday, February 18, 2024.
- Chief Brumfield will begin inspecting the businesses in Station 121's area after Mardi Gras. There are approximately 450, and should be completed by June 1, 2024.
- Chief Brumfield will train the Captains on the District's new operating system on February 14, 2024.
- Station 124's Captains will receive their Preplans in March.

### Training

- The EMR class is complete; all four students passed and are awaiting a date for national testing.
- Personnel with EMT licenses up for renewal are currently completing continuing education hours.
- Chief Bourgeois attended a Certification Advisory Committee meeting for the Fire and Emergency Training Academy (FETA).

- The Driver/Operator–Pumper training class will begin on February 14, 2024, with participants from both FD12 and FD2.
- Suppression personnel are beginning their annual defensive driving refresher training.
- FD12 Recruit Seth Nelson began his training at FD1's Recruit Academy on January 17, 2024.
- Annual Sexual Harassment Awareness training will be assigned to all personnel on February 15, 2024, including Board of Commissioners members.

## Page overview

Create a post

Last 28 days

### Discovery

 Post reach

13,364

 Post engagement

4,520

 New Page Followers

64

### Interactions

 Reactions

402

 Comments

56

 Shares

46

 Photo views

1,990

 Link clicks

0

### Other

 Hide all posts

0

 Unfollows

0



The fire at Rally's was determined to be caused by an AC unit on the roof. All occupants were able to safely get out of the building and there were no reported injuries.

Sun Jan 28

| Post reach | Engagement |
|------------|------------|
| 4,541      | 1,703      |

We are currently on scene of a possible fire at Rally's on Hwy 190. Please use caution in the area.

Sun Jan 28

| Post reach | Engagement |
|------------|------------|
| 5,139      | 1,184      |



The parade Walmart Covington - N Highway 190 was a success! We passed out a bunch of hats, frisbees, bracelets, and stickers. Thank you to everyone who came out and braved the rain!

Thu Jan 25

| Post reach | Engagement |
|------------|------------|
| 7,097      | 1,546      |



Please use caution if you have to be out this evening. We encourage you to stay home if possible. Some of our area has received over 5 inches of rain and a lot of our streets have standing water. With darkness approaching it will be very difficult to see where the roads end and ditches begin.

Wed Jan 24

| Post reach | Engagement |
|------------|------------|
| 959        | 18         |

With the rain coming over the next few days the parish has opened some sandbag locations. Please see the below post from the parish. **KEEP IN MIND THESE ARE SELF SERVICE!**

Wed Jan 24

| Post reach | Engagement |
|------------|------------|
| 445        | 12         |



St. Tammany Fire District #12 updated their cover photo.

Jan 15, 2023

| Post reach | Engagement |
|------------|------------|
| 4          | 24         |



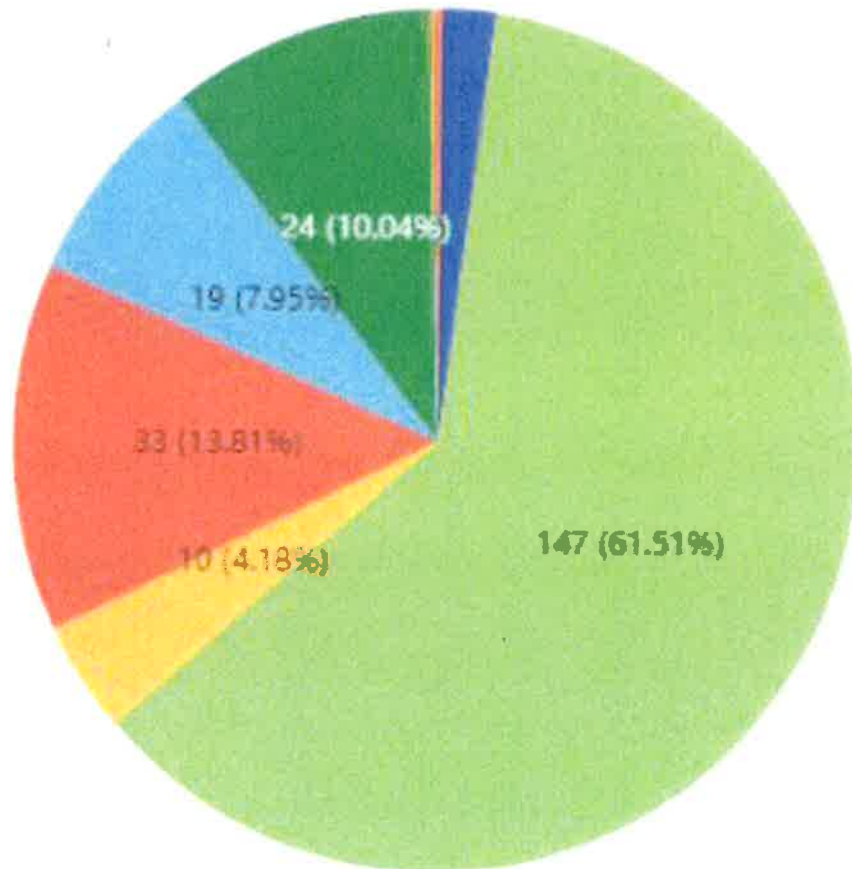
St. Tammany Fire District #12 updated their profile picture.

Jan 11, 2023

| Post reach | Engagement |
|------------|------------|
| 792        | 71         |



## January 2024 Incident Breakdown Total (239)



### Incident Type Major

- 1 - Fire
- 3 - Rescue & Emergency Medical Service Incident
- 4 - Hazardous Condition (No fire)
- 5 - Service Call
- 6 - Good Intent Call
- 7 - False Alarm & False Call
- 9 - Special Incident Type