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**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING MINUTES  
JANUARY 21, 2021**

**CALL TO ORDER:**

5:03 PM.

**INVOCATION:**

The hearing opened with an invocation by Commissioner Covington, followed by the *Pledge of Allegiance*.

**ROLL CALL:**

Commissioners in attendance: Chairman Ryan Munsey, Vice-Chairman Lenny Thompson, Secretary/Treasurer Ron Garrity, Commissioner Nino Covington, and Commissioner Jimmy Holden. A quorum was present.

Administrative Staff also in attendance: Fire Chief Terry Stuard, Chief of Operations Kevin Adams, Chief of Administration Jason Bilich, Chief of Prevention Ollie Brumfield, Chief of Training Dominick Bourgeois, District Chief Clayton Stein, Captain Ricky Payne, Captain Jay Miller, Operator Nick Brener, and Operator Connor Thurman.

Invited Guests in attendance: Mark Waniewski - PMI, and family of Captain Jay Miller.

**ADOPTION OF AGENDA:**

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

**EMPLOYEE RECOGNITION PIN PRESENTATION:**

Fire Captain Mark "Jay" Miller II was recognized for ten years of service with Fire District 12 and given a certificate and a commemorative pin. Congratulations! Chairman Munsey also thanked his family for their dedication.

**MINUTES:**

Regular Meeting Minutes from December 10, 2020, were presented. Chairman Munsey asked if any revisions needed to be made. There were none. A motion was made by Commissioner Holden 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 Vice-Chairman Thompson by to dispense with the reading of the Staff Report. Secretary/Treasurer Garrity seconded the motion. Mr. Waniewski gave an update on the Firefighters Retirement System. The motion passed unanimously.

**FINANCIALS**

The financials were presented. The 2020 Budget will need to be amended to reflect that 5% more than the budgeted income was received. A motion was made by Secretary/Treasurer Garrity to accept the financials. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously.

**OLD BUSINESS**

There was none.


**NEW BUSINESS**

**Resolution 2021-001:** A motion was made by Vice-Chairman Thompson to approve Resolution 2021-001 relating to the Re-Appointment of the BOC Nominee to the STFPD No. 12 Civil Service Board for Fire District 12. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

**ADJOURN:**

A motion was made by Secretary/Treasurer Garrity to adjourn the meeting. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously. Meeting adjourned at 5:53 PM.

Approved:

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

2-18-2021  
Date



## Staff Report January 2021

### Fire Chief

- District personnel continues to follow the strict guidelines in place for the COVID-19 pandemic. Two employees are currently on sick leave due to the coronavirus.
- The District's new trucks have been purchased; delivery is expected in December 2021.
- The transfer of UniFire to Fire District 1 was completed on January 1, 2021; there were a few hiccups that were handled the same day.

### Operations

- **FD12 December 2020 Total Calls – 221**
  - See Attached Report
- **FD12 December 2020 Fuel Consumption**
  - Diesel – 1,136 Gallons
  - Gasoline – 324 Gallons
- Q121 has a hydraulic leak where the ladder connects to the truck; the Fire Shop is in the process of getting bids for the repair.

### Fire Prevention/Community Relations

- Holiday Inn had another false alarm the last week of 2020; a \$250.00 fine was collected.
- The False Alarm program reset on January 1, 2021. The Green at Northpark has already had one false alarm.
- All inspections for January 2021 are scheduled. Chief Brumfield is inspecting locations in Station 122's area; as of Friday 95 of 125 inspections are complete.
- Knox Box applications can now be completed online; Chief Brumfield receives an email notification once an application is processed. One of his 2021 goals is for every District business having an alarm system and does not have a key holder on-site to have a Knox Box.

### Training

- Company training is resuming in a limited capacity due to COVID-19.
- The District's Recruit School is ongoing; another recruit was dismissed as he could not pass Emergency Medical Responder (EMR) training. Nine recruits remain in the class.
- Two recruits were diagnosed with COVID-19; they continue to participate via ZOOM.
- Companies are beginning facility drills in conjunction with the Recruit class.
- Recruits Carter, Lachin, Landry, and Taylor passed Hazmat Awareness training. The remaining recruits either already have this certification, or were not eligible to test due to COVID-19.
- Chief Bourgeois is exploring the possibility of partnering with Vector Solutions to continue training online in the time of COVID-19.

# St. Tammany Fire District 12 January 1, 2020 - December 31, 2020

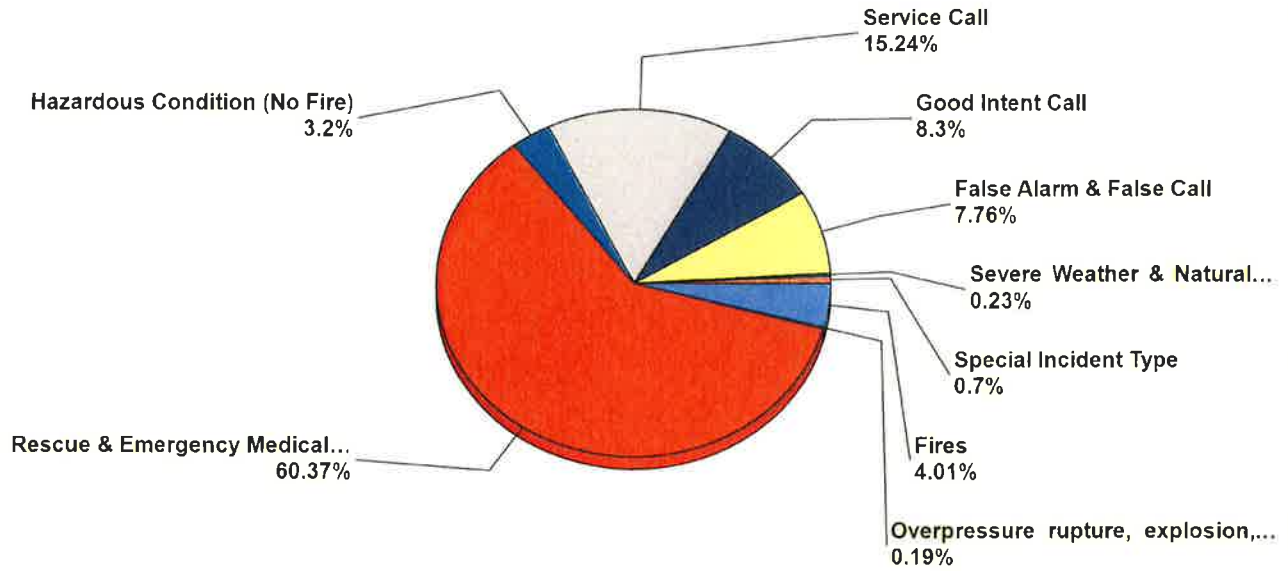


Covington, LA

This report was generated on 1/20/2021 11:34:31 AM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	103	4.01%
Overpressure rupture, explosion, overheating - no fire	5	0.19%
Rescue & Emergency Medical Service	1549	60.37%
Hazardous Condition (No Fire)	82	3.2%
Service Call	391	15.24%
Good Intent Call	213	8.3%
False Alarm & False Call	199	7.76%
Severe Weather & Natural Disaster	6	0.23%
Special Incident Type	18	0.7%
<b>TOTAL</b>	<b>2566</b>	<b>100%</b>

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	29	1.13%
112 - Fires in structure other than in a building	1	0.04%
113 - Cooking fire, confined to container	9	0.35%
118 - Trash or rubbish fire, contained	16	0.62%
121 - Fire in mobile home used as fixed residence	1	0.04%
130 - Mobile property (vehicle) fire, other	1	0.04%
131 - Passenger vehicle fire	2	0.08%
132 - Road freight or transport vehicle fire	2	0.08%
140 - Natural vegetation fire, other	2	0.08%
141 - Forest, woods or wildland fire	3	0.12%
142 - Brush or brush-and-grass mixture fire	5	0.19%
143 - Grass fire	10	0.39%
150 - Outside rubbish fire, other	2	0.08%
151 - Outside rubbish, trash or waste fire	11	0.43%
153 - Construction or demolition landfill fire	2	0.08%
154 - Dumpster or other outside trash receptacle fire	4	0.16%
160 - Special outside fire, other	1	0.04%
162 - Outside equipment fire	1	0.04%
173 - Cultivated trees or nursery stock fire	1	0.04%
221 - Overpressure rupture of air or gas pipe/pipeline	1	0.04%
240 - Explosion (no fire), other	2	0.08%
251 - Excessive heat, scorch burns with no ignition	2	0.08%
311 - Medical assist, assist EMS crew	644	25.1%
320 - Emergency medical service, other	21	0.82%
321 - EMS call, excluding vehicle accident with injury	648	25.25%
322 - Motor vehicle accident with injuries	114	4.44%
323 - Motor vehicle/pedestrian accident (MV Ped)	6	0.23%
324 - Motor vehicle accident with no injuries.	102	3.98%
331 - Lock-in (if lock out , use 511 )	6	0.23%
352 - Extrication of victim(s) from vehicle	2	0.08%
353 - Removal of victim(s) from stalled elevator	3	0.12%
381 - Rescue or EMS standby	3	0.12%
411 - Gasoline or other flammable liquid spill	2	0.08%
412 - Gas leak (natural gas or LPG)	20	0.78%
413 - Oil or other combustible liquid spill	1	0.04%
421 - Chemical hazard (no spill or leak)	1	0.04%
423 - Refrigeration leak	1	0.04%
424 - Carbon monoxide incident	4	0.16%
440 - Electrical wiring/equipment problem, other	6	0.23%
441 - Heat from short circuit (wiring), defective/worn	3	0.12%
442 - Overheated motor	1	0.04%
444 - Power line down	14	0.55%
445 - Arcing, shorted electrical equipment	27	1.05%
481 - Attempt to burn	2	0.08%
500 - Service Call, other	2	0.08%
510 - Person in distress, other	15	0.58%
511 - Lock-out	11	0.43%
522 - Water or steam leak	2	0.08%
531 - Smoke or odor removal	10	0.39%
541 - Animal problem	1	0.04%
542 - Animal rescue	3	0.12%
550 - Public service assistance, other	19	0.74%
551 - Assist police or other governmental agency	7	0.27%
552 - Police matter	13	0.51%
553 - Public service	129	5.03%

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**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
554 - Assist invalid	146	5.69%
561 - Unauthorized burning	29	1.13%
571 - Cover assignment, standby, moveup	4	0.16%
600 - Good intent call, other	5	0.19%
611 - Dispatched & cancelled en route	145	5.65%
621 - Wrong location	1	0.04%
622 - No incident found on arrival at dispatch address	35	1.36%
631 - Authorized controlled burning	4	0.16%
651 - Smoke scare, odor of smoke	17	0.66%
653 - Smoke from barbecue, tar kettle	2	0.08%
661 - EMS call, party transported by non-fire agency	3	0.12%
671 - HazMat release investigation w/no HazMat	1	0.04%
700 - False alarm or false call, other	11	0.43%
710 - Malicious, mischievous false call, other	4	0.16%
711 - Municipal alarm system, malicious false alarm	22	0.86%
713 - Telephone, malicious false alarm	3	0.12%
715 - Local alarm system, malicious false alarm	3	0.12%
730 - System malfunction, other	2	0.08%
732 - Extinguishing system activation due to malfunction	1	0.04%
733 - Smoke detector activation due to malfunction	12	0.47%
735 - Alarm system sounded due to malfunction	20	0.78%
736 - CO detector activation due to malfunction	8	0.31%
740 - Unintentional transmission of alarm, other	13	0.51%
743 - Smoke detector activation, no fire - unintentional	36	1.4%
744 - Detector activation, no fire - unintentional	18	0.7%
745 - Alarm system activation, no fire - unintentional	45	1.75%
746 - Carbon monoxide detector activation, no CO	1	0.04%
813 - Wind storm, tornado/hurricane assessment	3	0.12%
814 - Lightning strike (no fire)	3	0.12%
911 - Citizen complaint	18	0.7%
<b>TOTAL INCIDENTS:</b>	<b>2566</b>	<b>100%</b>

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



# St. Tammany Fire District 12

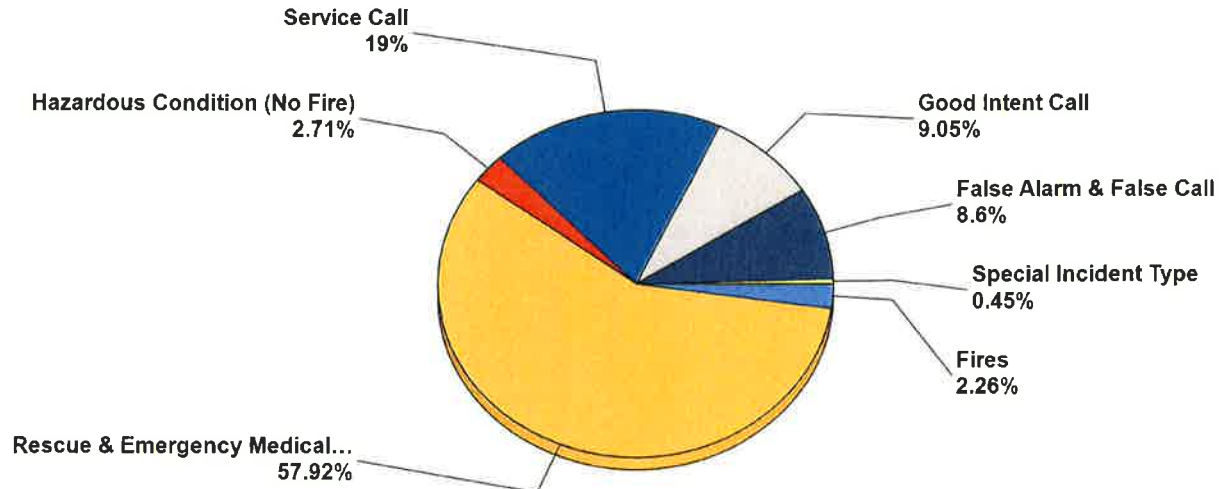
Covington, LA

This report was generated on 1/20/2021 11:33:59 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	2.26%
Rescue & Emergency Medical Service	128	57.92%
Hazardous Condition (No Fire)	6	2.71%
Service Call	42	19%
Good Intent Call	20	9.05%
False Alarm & False Call	19	8.6%
Special Incident Type	1	0.45%
<b>TOTAL</b>	<b>221</b>	<b>100%</b>

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	3	1.36%
132 - Road freight or transport vehicle fire	1	0.45%
143 - Grass fire	1	0.45%
311 - Medical assist, assist EMS crew	41	18.55%
320 - Emergency medical service, other	2	0.9%
321 - EMS call, excluding vehicle accident with injury	61	27.6%
322 - Motor vehicle accident with injuries	11	4.98%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.45%
324 - Motor vehicle accident with no injuries	11	4.98%
352 - Extrication of victim(s) from vehicle	1	0.45%
411 - Gasoline or other flammable liquid spill	1	0.45%
412 - Gas leak (natural gas or LPG)	2	0.9%
424 - Carbon monoxide incident	2	0.9%
445 - Arcing, shorted electrical equipment	1	0.45%
510 - Person in distress, other	1	0.45%
531 - Smoke or odor removal	1	0.45%
550 - Public service assistance, other	1	0.45%
551 - Assist police or other governmental agency	1	0.45%
553 - Public service	16	7.24%
554 - Assist invalid	18	8.14%
561 - Unauthorized burning	4	1.81%
611 - Dispatched & cancelled en route	16	7.24%
622 - No incident found on arrival at dispatch address	2	0.9%
631 - Authorized controlled burning	1	0.45%
653 - Smoke from barbecue, tar kettle	1	0.45%
711 - Municipal alarm system, malicious false alarm	2	0.9%
713 - Telephone, malicious false alarm	1	0.45%
733 - Smoke detector activation due to malfunction	1	0.45%
735 - Alarm system sounded due to malfunction	2	0.9%
740 - Unintentional transmission of alarm, other	3	1.36%
743 - Smoke detector activation, no fire - unintentional	2	0.9%
744 - Detector activation, no fire - unintentional	2	0.9%
745 - Alarm system activation, no fire - unintentional	6	2.71%
911 - Citizen complaint	1	0.45%
<b>TOTAL INCIDENTS:</b>	<b>221</b>	<b>100%</b>

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





### Actions on Page

December 23 - January 19

2

Total Actions on Page ▲100%



### Page Views

December 23 - January 19

176

Total Page Views ▼7%



### Page Previews

December 23 - January 19



We have insufficient data to show for the selected time period.

### Page Likes

December 23 - January 19

28

Page Likes ▲22%



### Post Reach

December 23 - January 19

1,857

People Reached ▼17%



### Story Reach

December 23 - January 19

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### Recommendations

December 23 - January 19



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### Post Engagement

December 23 - January 19

131

Post: Jan 3, 2021

#### 1 Post Engagement



### Videos

December 23 - January 19

20

3-Second Video Views ▼71%



01/09/2021  
10:48 PM



A Shift out on an alarm investigation.  
Nothing was found at the business



573



21  
17

01/09/2021  
8:41 AM



FD12 supports our brothers and  
sisters in blue. Thank you to all of



959



3  
48

11/30/2020  
11:29 AM



St. Tammany Fire District #12



1



0  
112

11/26/2020  
10:25 AM



Thank you to Lowe's Home  
Improvement in Covington for your



521



9  
29

11/20/2020  
6:37 PM



Thank you to Lowe's Home  
Improvement in Covington for your



717



13  
33

11/03/2020  
2:39 PM



St. Tammany Fire District #12



64



1  
14

11/02/2020  
8:00 AM



Please avoid the Claiborne Hill area  
we are currently on scene of Butter



20.2K



6.1K  
825

