



**BOARD OF COMMISSIONERS
BUDGET HEARING AND REGULAR PUBLIC MEETING MINUTES
NOVEMBER 19, 2020**

BUDGET HEARING

OPENING:

5:00 PM.

INVOCATION:

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

ROLL CALL:

Commissioner in attendance: Chairman Ryan Munsey, Secretary/Treasurer Ron Garrity, Commissioner Nino Covington, Commissioner Jimmy Holden, and Commissioner Lenny Thompson.

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 Ricky Payne, and Communications Supervisor Katherine Dickens.

PRESENTATION AND REVIEW:

The 2021 Budget was presented. The notice for the Budget Hearing was published in the *St. Tammany Farmer* newspaper as required by law.

PUBLIC COMMENTS:

There were none.

CLOSING:

Secretary/Treasurer Garrity made a motion to close the Budget Hearing. Commissioner Thompson seconded the motion. There was no public comment. The motion passed unanimously. The Budget Hearing closed at 5:03 PM.

REGULAR PUBLIC MEETING

CALL TO ORDER:

5:03 PM.

ROLL CALL:

Commissioner in attendance: Chairman Ryan Munsey, Secretary/Treasurer Ron Garrity, Commissioner Nino Covington, Commissioner Jimmy Holden, and Commissioner Lenny Thompson.

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 Ricky Payne, and Communications Supervisor Katherine Dickens.

Family members of Chef Dickens and FCO II Cagle were also in attendance.

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.

MINUTES:

Regular Meeting Minutes from October 15, 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. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

STAFF REPORT (ATTACHED):

A motion was made by Secretary/Treasurer Garrity to dispense with the reading of the Staff Report. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously.

FINANCIALS

The financials were presented. A Capital Budget has been prepared with projections for ten years. Approximately \$2,000,000 will be spent in 2021 to purchase a new ladder truck and an engine. A motion was made by Commissioner Thompson to accept the financials. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

OLD BUSINESS

Resolution 2020-020: (Tabled from last month.) A motion was made by Secretary/Treasurer Garrity to approve Resolution 2020-020 relating to the Approval to Transfer 2019 General Fund Surplus to Restricted Funds for Fire District 12. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously.

NEW BUSINESS

Resolution 2020-021: A motion was made by Secretary/Treasurer Garrity to approve Resolution 2020-021 relating to the Approval of the 2021 Proposed Budget for Fire District 12. Commissioner Covington 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 5:15 PM.

Approved:



Ryan Munsey, Chairman

12-10-2020
Date



Staff Report November 2020

Fire Chief

- District personnel continues to follow the strict guidelines in place for the COVID-19 pandemic. No employees are currently on sick leave due to the coronavirus.
- The District's Apparatus Committee continues to meet weekly to finalize the specs for the new ladder truck. It should be ready for plan review sometime next week.
- The District's Recruit School will begin on November 23, 2020, with eleven recruits - nine from Fire District 12 and two from other departments.
- The transfer of UniFire to Fire District 1 should be complete by January 1, 2021.
- The District is moving its health insurance to Humana for 2021. 2021 Open Enrollment is underway for all personnel.

Operations

- **FD12 October 2020 Total Calls – 237**
 - See Attached Report
- **FD12 October 2020 Fuel Consumption**
 - Diesel – 1,406 Gallons
 - Gasoline – 467 Gallons
- There were no major mechanical issues with any of the District's apparatus.
- District Chief Wayne Couch is on extended sick leave; Captain Brad Boogaerts has been promoted to Substitute District Fire Chief in his place. Operator Anthony Parker has also been promoted to Substitute Fire Captain in Captain Boogaerts place.
- The District staffed up in preparation for Hurricane Zeta; there were no major incidents related to the storm.

Fire Prevention/Community Relations

- There were no false alarms for businesses in the District last month indicating that the false alarm program is working. Six businesses currently have three verified false alarms; the next false alarm will be fined \$250.00 (Ibis Trail Apartments, Reagan Crossing Apartments, Holiday Inn, The Green @ Northpark Apartments, The Trace, and Corporate Center 1).
- The Prevention education video was shown in all St. Tammany Parish schools and Daycare facilities during Fire Prevention Month in October (Link to view the video: <https://youtu.be/8nqBKOvz9HM>). The video increases fire prevention education amongst school-age children and the District will receive PIAL credit. The response was very positive; people loved the video and were excited to see their children participate as well. Chief Brumfield is currently working with the schools in the District to get the proper documentation for PIAL.
- There was a small fire at Butter Crisp. More fire code violations were discovered after the fire, and Butter Crisp was closed down until they repaired the violations. They reopened after three days.

- A small fire on North Fitzmorris was caused by the careless use of a cigarette. Another fire on I Street was caused by an unattended candle. This fire occurred two days after Hurricane Zeta; the house was without power and the occupants were using candles for lights and forgot to put one out.

Training

- Company training has been suspended due to COVID-19.
- Members completed one multi-company drill focusing on hose and nozzle operations.
- Chief Bourgeois is currently preparing for the upcoming Recruit School which will begin on November 23, 2020.

UniFire

- **Current Employees** – All employees are doing well.
- **Training** – All dispatchers completed one hour of monthly training.
- **Total UniFire Call Volume:**
 - *Incidents Dispatched* – 1,340
 - *911 Calls Received* – 1,006
 - *Coroner's Office* – 980
- **Quality Assurance Report: (All stats are in line with the UniFire QA policy. Telephone answer times are acceptable by PIAL/NFPA standards.)**
 - Graded Interactions – 207
 - Phone – 98.2%
 - Radio – 99.4%
 - Average Call Processing Time – 57 seconds
 - 911 Call Answer Times
 - 992 (99.61%) were answered within 15 seconds
 - 10 (0.99%) answered in 15.1-40 seconds
 - 4 (0.40%) were answered in 40+ seconds

St. Tammany Fire District 12

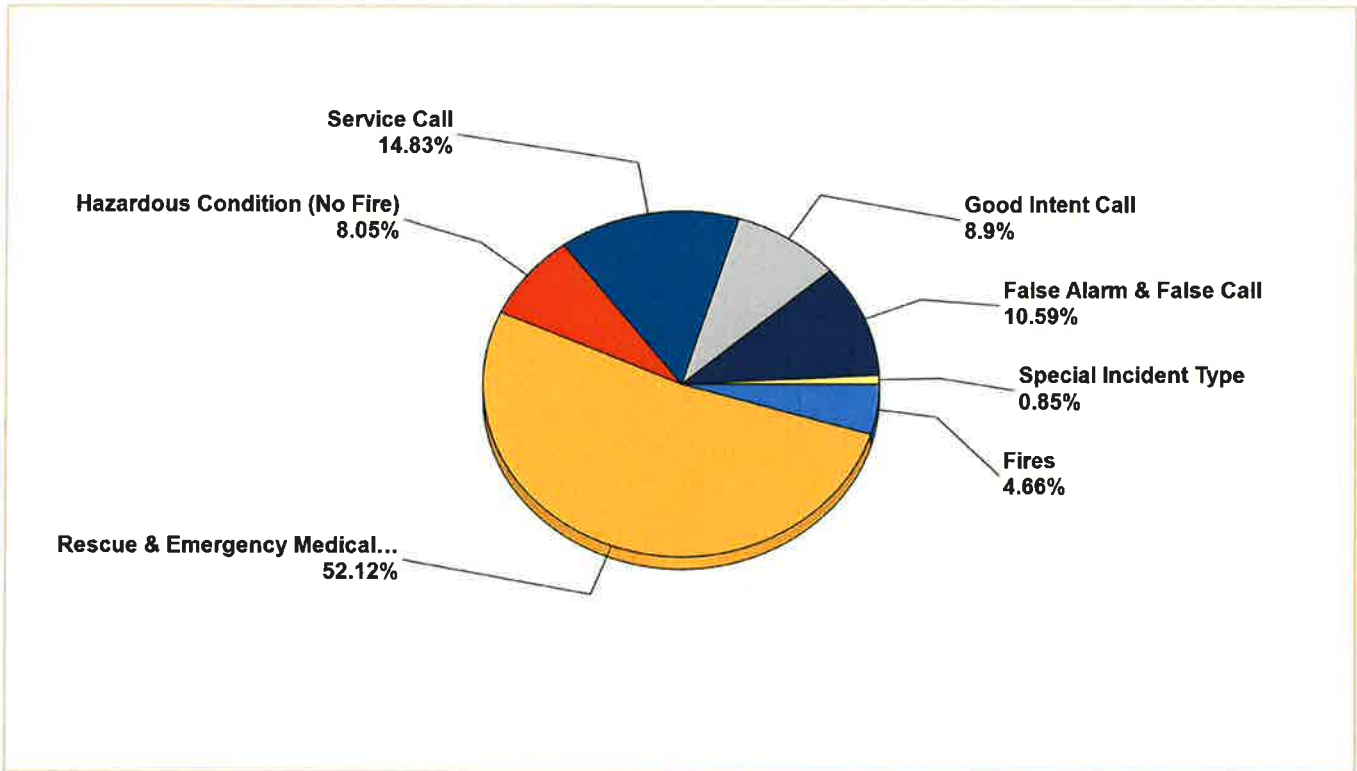
Covington, LA

This report was generated on 11/18/2020 10:28:45 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2020 | End Date: 10/31/2020



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|-------------|
| Fires | 11 | 4.66% |
| Rescue & Emergency Medical Service | 123 | 52.12% |
| Hazardous Condition (No Fire) | 19 | 8.05% |
| Service Call | 35 | 14.83% |
| Good Intent Call | 21 | 8.9% |
| False Alarm & False Call | 25 | 10.59% |
| Special Incident Type | 2 | 0.85% |
| TOTAL | 236 | 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 | 6 | 2.54% |
| 118 - Trash or rubbish fire, contained | 2 | 0.85% |
| 142 - Brush or brush-and-grass mixture fire | 1 | 0.42% |
| 154 - Dumpster or other outside trash receptacle fire | 1 | 0.42% |
| 162 - Outside equipment fire | 1 | 0.42% |
| 311 - Medical assist, assist EMS crew | 46 | 19.49% |
| 320 - Emergency medical service, other | 1 | 0.42% |
| 321 - EMS call, excluding vehicle accident with injury | 58 | 24.58% |
| 322 - Motor vehicle accident with injuries | 10 | 4.24% |
| 324 - Motor vehicle accident with no injuries. | 8 | 3.39% |
| 412 - Gas leak (natural gas or LPG) | 3 | 1.27% |
| 424 - Carbon monoxide incident | 2 | 0.85% |
| 440 - Electrical wiring/equipment problem, other | 1 | 0.42% |
| 444 - Power line down | 4 | 1.69% |
| 445 - Arcing, shorted electrical equipment | 9 | 3.81% |
| 510 - Person in distress, other | 1 | 0.42% |
| 531 - Smoke or odor removal | 1 | 0.42% |
| 550 - Public service assistance, other | 2 | 0.85% |
| 551 - Assist police or other governmental agency | 1 | 0.42% |
| 552 - Police matter | 1 | 0.42% |
| 553 - Public service | 13 | 5.51% |
| 554 - Assist invalid | 11 | 4.66% |
| 561 - Unauthorized burning | 4 | 1.69% |
| 571 - Cover assignment, standby, moveup | 1 | 0.42% |
| 600 - Good intent call, other | 1 | 0.42% |
| 611 - Dispatched & cancelled en route | 11 | 4.66% |
| 622 - No incident found on arrival at dispatch address | 6 | 2.54% |
| 631 - Authorized controlled burning | 2 | 0.85% |
| 651 - Smoke scare, odor of smoke | 1 | 0.42% |
| 700 - False alarm or false call, other | 3 | 1.27% |
| 733 - Smoke detector activation due to malfunction | 5 | 2.12% |
| 735 - Alarm system sounded due to malfunction | 5 | 2.12% |
| 736 - CO detector activation due to malfunction | 1 | 0.42% |
| 740 - Unintentional transmission of alarm, other | 2 | 0.85% |
| 743 - Smoke detector activation, no fire - unintentional | 2 | 0.85% |
| 744 - Detector activation, no fire - unintentional | 5 | 2.12% |
| 745 - Alarm system activation, no fire - unintentional | 2 | 0.85% |
| 911 - Citizen complaint | 2 | 0.85% |
| TOTAL INCIDENTS: | 236 | 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.



| Published | Post | Type | Targeting | Reach | Engagement |
|------------------------|--|---|---|-------|-------------|
| 11/03/2020 2:09 PM |  St. Tammany Fire District #12 |  |  | 63 | 1 14 |
| 11/02/2020 8:00 AM |  Please avoid the Claiborne Hill area we are currently on scene of Butter |  |  | 20K | 6.1K 823 |
| 10/31/2020 1:48 PM |  We ask for your healing prayers for Officer Trevor Abney with NOPD, |  |  | 1.1K | 177 102 |
| 10/30/2020 10:02 AM |  Please avoid the area of I St between Harrison & Quincy in |  |  | 3.5K | 977 137 |
| 10/29/2020 8:36 PM |  We are here for our citizens in need of charging their medically necessary |  |  | 543 | 31 20 |
| 10/29/2020 4:45 PM |  FD12 units just cleared a call a Lowe's. When the powered was |  |  | 3K | 346 97 |
| 10/23/2020 11:22 AM |  Firefighters just got back from a structure fire off River Rd in |  |  | 1.8K | 650 92 |
| 10/15/2020 8:40 PM |  At tonight's board of commissioners meeting we were finally able to |  |  | 1.2K | 208 118 |
| 10/02/2020 8:01 AM |  St. Tammany Fire District #12 |  |  | 235 | 1 49 |
| 09/19/2020 3:49 PM |  Praying for our brothers and sisters at the State Fire Marshal's Office as |  |  | 867 | 96 50 |

Actions on Page

October 21 - November 17

1

Total Actions on Page ▲ 0%



Page Views

October 21 - November 17

732

Total Page Views ▲ 294%



Page Previews

October 21 - November 17

2

Page Previews ▲ 100%



Page Likes

October 21 - November 17

91

Page Likes ▲ 507%



Post Reach

October 21 - November 17

23,504

People Reached ▲ 1052%



Story Reach

October 21 - November 17

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Recommendations

October 21 - November 17



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

Post Engagement

October 21 - November 17

9,834

Post Engagement ▲ 2340%



Videos

October 21 - November 17

60

3-Second Video Views ▲ 252%

