



BOARD OF COMMISSIONERS REGULAR PUBLIC MEETING MINUTES SEPTEMBER 17, 2020

CALL TO ORDER:

5:04 PM.

INVOCATION:

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

Line1 "Lenny" Thompson was introduced as the newest member of the Board of Commissioners.

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, and Communications Supervisor Katherine Dickens.

No members of the public were 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. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously.

MINUTES:

Regular Meeting Minutes from August 20, 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 Commissioner Holden to dispense with the reading of the Staff Report. Secretary/Treasurer Garrity seconded the motion. Comments were accepted from Commissioner Holden regarding the status of UniFire. The motion passed unanimously.



St. Tammany Fire District 12

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Covington, LA 70433
Bus. (985) 892-5161
www.FD12.org

Staff Report September 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.
- Senior Staff is reviewing the District's Rules and Regulations for possible updates.
- Senior Staff met with PIAL representatives to discuss next year's assessment.
- The District's Apparatus Committee continues to meet weekly to discuss the new ladder truck specifications.
- Senior Staff conducted thirty-seven interviews to fill six firefighter vacancies; nine if the budget allows.
- The Recruit Class is scheduled to begin the second week of November; other departments are welcome to also participate.
- Several employees are taking part in the new St. Tammany Parish Task Force, with crews rotating to the Lake Charles area to staff stations and clear debris due to Hurricane Laura.
- There is a verbal agreement for Fire District 1 to take over dispatching duties for the entire Parish beginning on January 1, 2021. All chiefs in UniFire unanimously voted to disband UniFire as an organization. Fire District 1 agreed to rehire all current UniFire employees.
- Station 123's trailer is being donated to District 13; they are making arrangements to have it removed soon.

Operations

- **FD12 August 2020 Total Calls – 226**
 - See Attached Report
- **FD12 August 2020 Fuel Consumption**
 - Diesel – 902 Gallons
 - Gasoline – 412 Gallons
- There were no major mechanical issues with any of the District's apparatus.
- The underside of Tender 124's trailer is currently being blasted and repainted.
- Chief Adams is currently updating the District's Standard Operating Guidelines.

Fire Prevention/Community Relations

- Chief Brumfield is completing the annual inspections in Station 124's area. All August inspections were complete. Seventy-five are currently scheduled; approximately fifty-five are complete. The rest will be done by the end of September.
- Another business with repeated false alarms has been fined \$250.00. Payment should be received by the end of the week.
- Two businesses currently have three verified false alarms; the next false alarm will be fined \$250.00.
- Two businesses currently have four verified false alarms; they have already been fined and the next false alarm will be an additional \$250.00.

- Prevention will produce a video with other fire districts to show in all St. Tammany Parish schools during Fire Prevention Month in October.
- The District is averaging five complaints a week from the Open Safely website. Chief Brumfield goes to the business and makes sure the business manager is aware of the current regulation and closes the complaint.
- Chief Brumfield is currently working on the 2021 Prevention training schedule for the District to receive as much PIAL credit as possible.

Training

- Company training has been suspended due to COVID-19.
- All Emergency Medical Responder (EMR) students completed their national testing.
- Chief Bourgeois is currently developing performance standards for future training.

UniFire

- **Current Employees** – All employees are doing well.
- **New Hires** – Maggie Barnett is progressing well through phone training.
- **Training** – All dispatchers completed one hour of monthly training.
- **Total UniFire Call Volume:**
 - *Incidents Dispatched* – 1,222
 - *911 Calls Received* – 1,036
 - *Coroner's Office* – 975
- **Quality Assurance Report: (All stats are in line with the UniFire QA policy. Telephone answer times are acceptable by PIAL/NFPA standards.)**
 - Graded Interactions – 188
 - Phone – 97.19%
 - Radio – 99.43%
 - Average Call Processing Time – 55 seconds
 - 911 Call Answer Times
 - 1,014 (97.88%) were answered within 15 seconds
 - 20 (1.93%) answered in 15.1-40 seconds
 - 2 (0.19%) were answered in 40+ seconds

St. Tammany Fire District 12

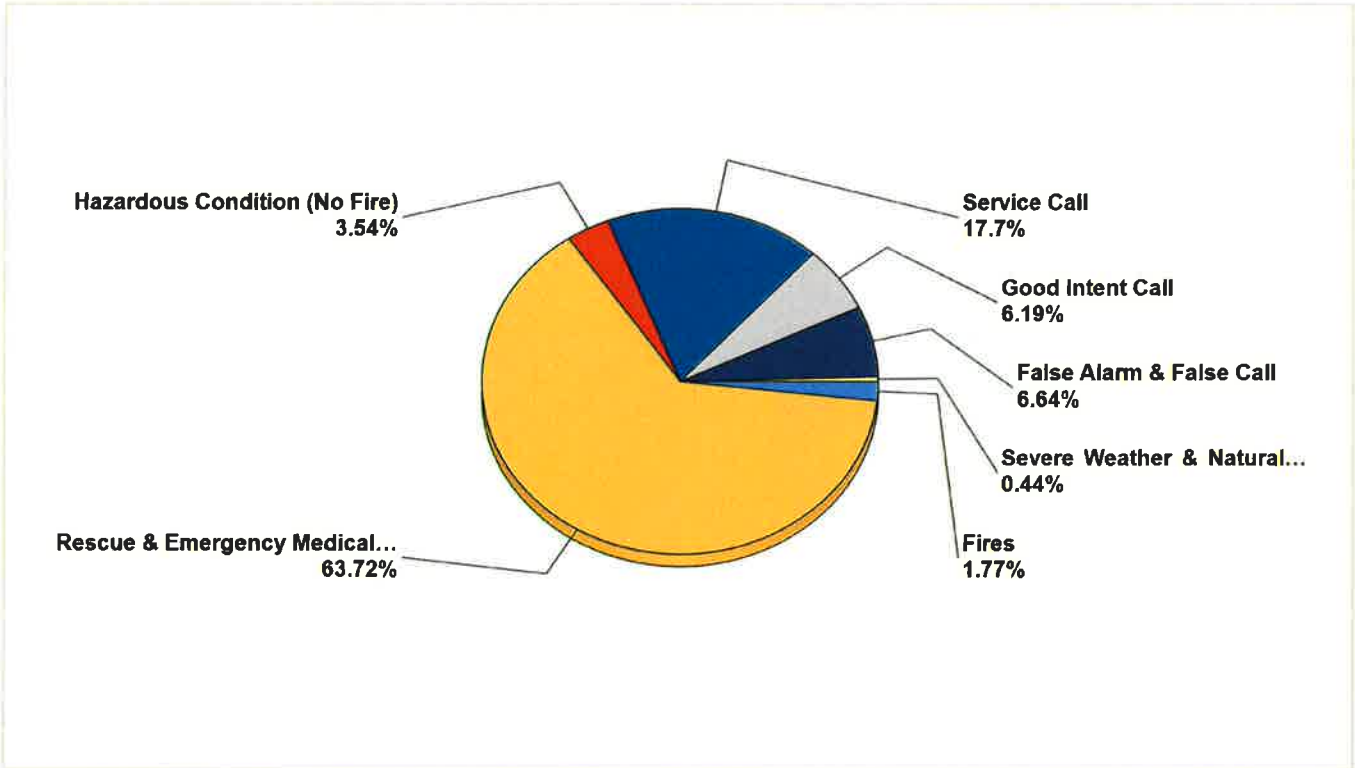
Covington, LA

This report was generated on 9/16/2020 8:48:31 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2020 | End Date: 08/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	1.77%
Rescue & Emergency Medical Service	144	63.72%
Hazardous Condition (No Fire)	8	3.54%
Service Call	40	17.7%
Good Intent Call	14	6.19%
False Alarm & False Call	15	6.64%
Severe Weather & Natural Disaster	1	0.44%
TOTAL	226	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	0.88%
113 - Cooking fire, confined to container	1	0.44%
151 - Outside rubbish, trash or waste fire	1	0.44%
311 - Medical assist, assist EMS crew	59	26.11%
320 - Emergency medical service, other	4	1.77%
321 - EMS call, excluding vehicle accident with injury	55	24.34%
322 - Motor vehicle accident with injuries	14	6.19%
324 - Motor vehicle accident with no injuries.	12	5.31%
440 - Electrical wiring/equipment problem, other	2	0.88%
444 - Power line down	1	0.44%
445 - Arcing, shorted electrical equipment	5	2.21%
510 - Person in distress, other	5	2.21%
511 - Lock-out	1	0.44%
522 - Water or steam leak	1	0.44%
531 - Smoke or odor removal	1	0.44%
552 - Police matter	2	0.88%
553 - Public service	13	5.75%
554 - Assist invalid	15	6.64%
561 - Unauthorized burning	1	0.44%
571 - Cover assignment, standby, moveup	1	0.44%
611 - Dispatched & cancelled en route	11	4.87%
651 - Smoke scare, odor of smoke	3	1.33%
711 - Municipal alarm system, malicious false alarm	3	1.33%
733 - Smoke detector activation due to malfunction	1	0.44%
735 - Alarm system sounded due to malfunction	2	0.88%
740 - Unintentional transmission of alarm, other	1	0.44%
743 - Smoke detector activation, no fire - unintentional	3	1.33%
744 - Detector activation, no fire - unintentional	3	1.33%
745 - Alarm system activation, no fire - unintentional	2	0.88%
814 - Lightning strike (no fire)	1	0.44%
TOTAL INCIDENTS:	226	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	Promote
09/13/2020 1:29 PM	 St Tammany Government will have a press conference in a few minutes.			327	12 6	Boost Post
09/10/2020 7:02 PM	 St. Tammany Fire District #12			127	6 42	Boost Post
09/08/2020 12:41 PM	 Our team providing manpower for Calcasieu Parish Ward 6 responded			1.2K	272 63	Boost Post
09/06/2020 3:41 PM	 We have 3 members of FD12 deployed along with FD4 & 8 as part			717	132 34	Boost Post
08/14/2020 1:24 PM	 We are currently accepting applications for entry-level firefighter			24.1K	2K 343	Boost Post
07/04/2020 8:20 AM	 Wishing everyone a safe and Happy Independence Day! Please be			564	4 14	Boost Post
07/02/2020 12:46 PM	 ***UPDATE*** The fire was confined to a mattress and all units are clear			664	19 5	Boost Post
07/02/2020 11:19 AM	 While there won't be a Red Beans 'n' Rice Cook-off this year you can still			867	16 15	Boost Post
06/22/2020 1:16 PM	 We are currently on scene of a structure fire on Ravine St off			1.8K	238 45	Boost Post
06/16/2020 10:24 AM	 St. Tammany Fire District #12			309	4 64	Boost Post
06/03/2020 8:46 AM	 WORKING SMOKE ALARM SAVES A LIFE! Just before 5 o'clock this			6.8K	662 407	Boost Post

Page Summary Last 28 days

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Results from Aug 19, 2020 - Sep 15, 2020

Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

Organic Paid

Actions on Page

August 19 - September 15

2

Total Actions on Page ▲ 100%



Page Likes

August 19 - September 15

37

Page Likes ▼ 46%



Recommendations

August 19 - September 15



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

Page Views

August 19 - September 15

425

Total Page Views ▼ 39%



Post Reach

August 19 - September 15

4,061

People Reached ▼ 82%



Post Engagement

August 19 - September 15

726

Post Engagement ▼ 69%



Page Previews

August 19 - September 15

3

Page Previews ▲ 0%



Story Reach

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August 19 - September 15

46

3 Second Video Views ▼ 18%

