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**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING MINUTES  
NOVEMBER 18, 2021**

**BUDGET HEARING**

**OPENING:**

5:07 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, Vice-Chairman Lenny Thompson, Secretary/Treasurer Ron Garrity, and Commissioner Nino Covington.

Commissioner absent: 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 Training Dominick Bourgeois, District Chief Terry Peyton, Captain Katlin Gassen, and Operator Travis Katen.

Invited Guest in attendance: Mark Waniewski, PMI.

**PRESENTATION AND REVIEW:**

The 2022 Proposed 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.

Commissioner Holden arrived at the hearing – 5:15 PM.

**CLOSING:**

Secretary/Treasurer Garrity made a motion to close the Budget Hearing. Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously. The Budget Hearing closed at 5:17 PM.

## REGULAR PUBLIC MEETING

### **CALL TO ORDER:**

5:17 PM.

### **ROLL CALL:**

Commissioner 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 Training Dominick Bourgeois, District Chief Terry Peyton, Captain Katlin Gassen, and Operator Travis Katen.

Invited Guest in attendance: Mark Waniewski, PMI.

### **ADOPTION OF AGENDA:**

Chairman Munsey presented the Agenda and asked if there were any revisions. There were none. A motion was made by Vice-Chairman Thompson 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 21, 2021, was 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. Commissioner Covington 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. There was no public comment. The motion passed unanimously.

### **FINANCIALS**

The financials were presented. A motion was made by Secretary/Treasurer Garrity to accept the financials. Commissioner Covington seconded the motion. Comments: Mr. Waniewski gave a short update on the Firefighters' Retirement System. The motion passed unanimously.

### **OLD BUSINESS**

There was none.

### **NEW BUSINESS**

#### **Resolution 2021-012:**

A motion was made by Commissioner Holden to approve Resolution 2021-012 relating to the Adoption of the 2022 Proposed Budget for District No. 12, as per law. Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously.

**Resolution 2021-013:**

A motion was made by Vice-Chairman Thompson to approve Resolution 2021-013 relating to the Adoption of the Employee Handbook Revisions for District No. 12. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously.

**Public Comments:**

There were none.

**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 5:38 PM.

Approved:

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~~Ryan Munsey, Chairman~~

LINDA THOMPSON, VICE CHAIRMAN

12-9-21

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Date



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## Staff Report November 2021

### Fire Chief

- No employees are currently on coronavirus leave. There are no covid restrictions at the District, and visitors are welcome.
- Two employees are no longer employed by the District; one resigned and one timed out on his 365 sick leave. One employee remains on extended sick leave.
- Chief Stuard attended the Parish Council meeting in preparation for the District's 2022 election for one of its 10-mil ad valorem taxes. Council members had no questions or concerns and their resolution was approved.
- Grant Schleuter and Mark Waniewski had a conference call with Chase Bank representatives in Philadelphia to discuss restructuring the District's Letters of Indebtedness.
- Suppression personnel assisted Covington Fire Department with the structure fire at Marsolan's Feed Store.
- The District has called for a Fire Department Mechanic test to fill a vacancy in the Fire Shop.
- 2022 Open Enrollment for all personnel is complete.

### Operations

- **FD12 October 2021 Total Calls – 235**
  - See Attached Report
- **FD12 October 2021 Fuel Consumption**
  - Diesel – 1,449 Gallons
  - Gasoline – 412 Gallons
- The hole in the 8-foot fence along Station 124's property line has been repaired.
- Chief Adams is trying to acquire contractor bids to fix the storm damage at Station 122 and Station 124.
- There are currently no major issues with any of the District's equipment.

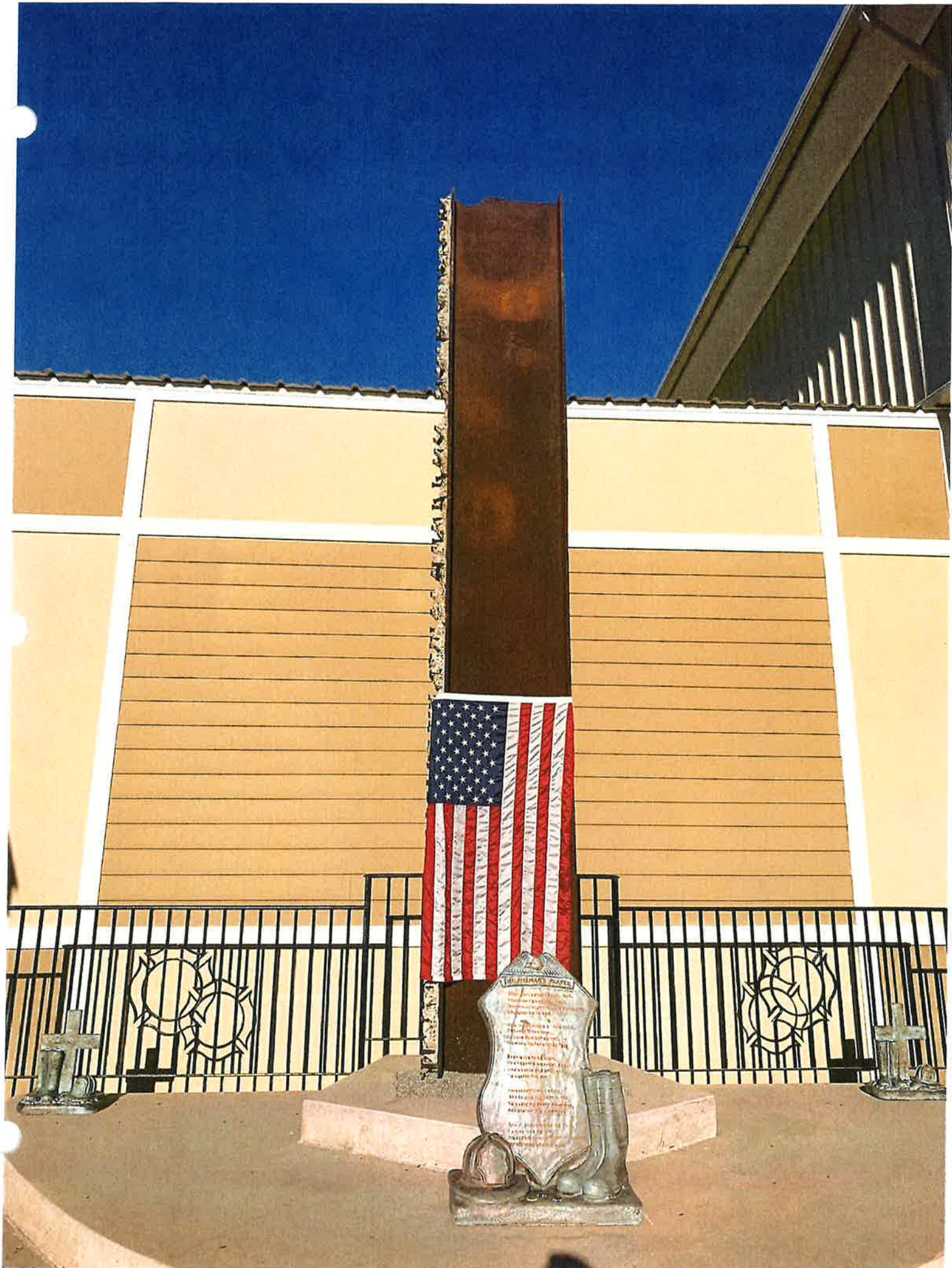
### Fire Prevention/Community Relations

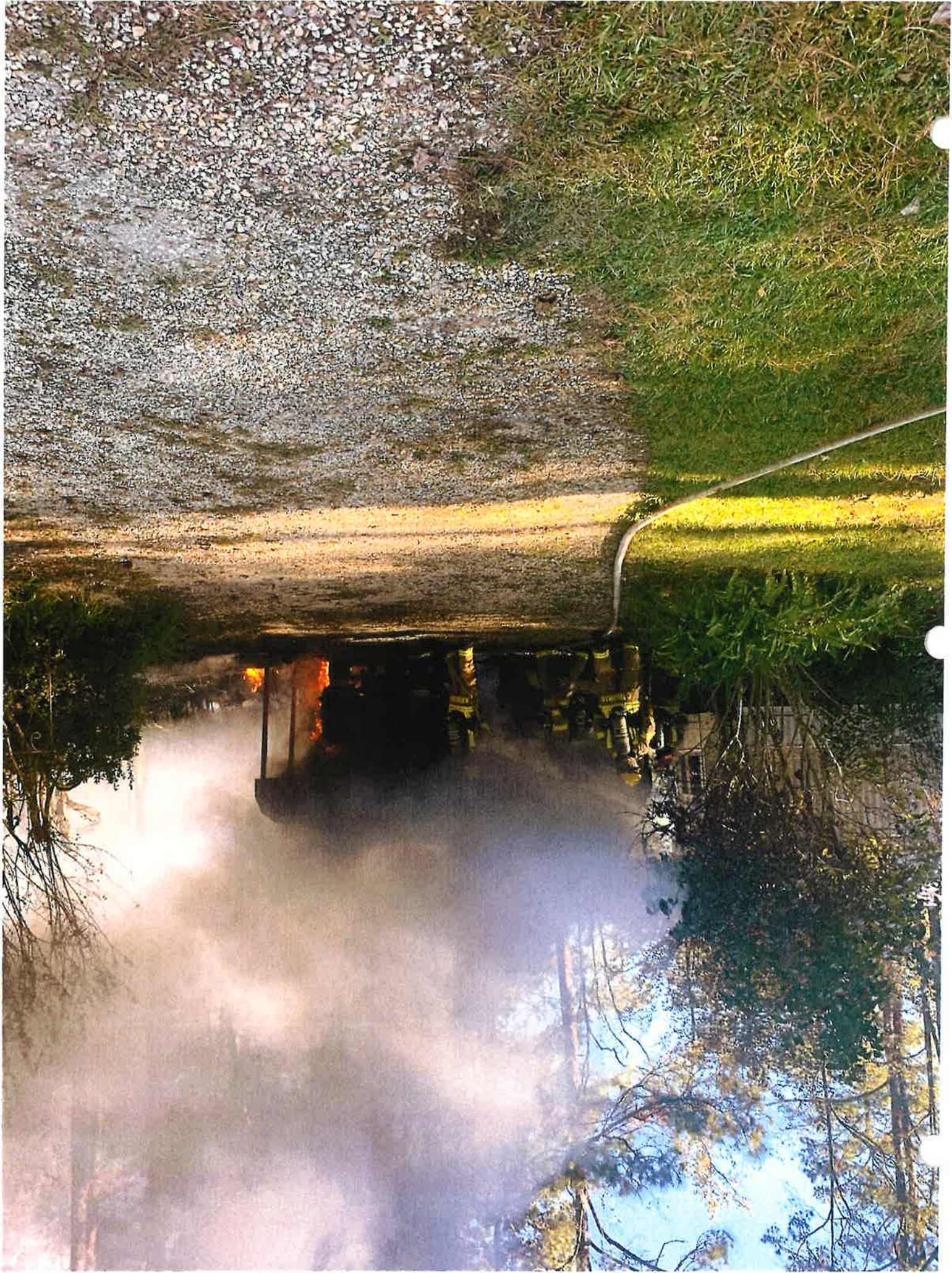
- Reagan Crossing, Honda of Covington, and The Green at Northpark had four verified false alarms; the \$250 fines have been received. Hilton Garden Inn, Home Depot, and Palmetto Greens Apartments have two each.
- Ibis Trail Apartments had a problem with their alarm and had four false alarms in one week. They spent approximately \$3,000 repairing the issue, so the false alarm fee was waived.
- Chief Brumfield has completed all the inspections for 2021 – a total of 1,052. He will do quality checks on all preplans and inspections in December.

- Chief Brumfield has completed his yearly training – 10 hours for fire public education, 40 hours of fire investigations training, and 40 hours of inspection training.
- Station 121 has completed its preplans.
- Station 125's Captains received their preplans; the respective District Chiefs receive emails on their progress. A-Shift has 31, B-Shift has 31, and C-Shift has 29; they have until December 31, 2021 to complete their preplans.
- Chief Brumfield is working on the Fallen Firefighter Memorial outside of Headquarters; approximately \$1,500 is needed to complete the project. All monies/supplies used must be donated, as State Law prevents the District from paying for the project with *ad Valorem* funds. Commissioner Holden donated \$600, Covington Automotive donated \$100, Commissioner Garrity donated \$100; and Egan Insurance donated \$500. Three statues have been installed, and two more will be coming soon. An updated photo is included in your packet.
- On November 11, 2021 Engine 125 arrived on the scene of a vehicle fire, that could have turned into a residential structure fire. Thanks to the quick thinking and tactics taken by Captain Laine, the structure was saved. A photo is included in your packet.

### Training

- All suppression personnel completed company training throughout the month as assigned.
- EMT class is ongoing; two members dropped out for personal reasons.
- All suppression personnel completed the yearly defensive driving refresher course.





# St. Tammany Fire District 12

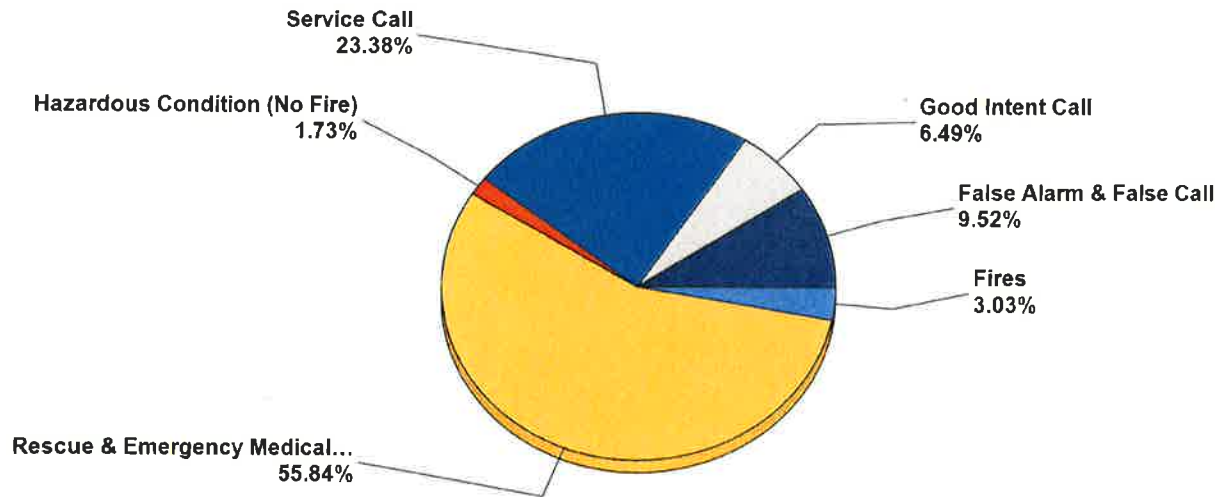
Covington, LA

This report was generated on 11/16/2021 1:59:22 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	3.03%
Rescue & Emergency Medical Service	129	55.84%
Hazardous Condition (No Fire)	4	1.73%
Service Call	54	23.38%
Good Intent Call	15	6.49%
False Alarm & False Call	22	9.52%
<b>TOTAL</b>	<b>231</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	1	0.43%
113 - Cooking fire, confined to container	1	0.43%
118 - Trash or rubbish fire, contained	1	0.43%
121 - Fire in mobile home used as fixed residence	1	0.43%
131 - Passenger vehicle fire	1	0.43%
142 - Brush or brush-and-grass mixture fire	1	0.43%
143 - Grass fire	1	0.43%
311 - Medical assist, assist EMS crew	26	11.26%
321 - EMS call, excluding vehicle accident with injury	68	29.44%
322 - Motor vehicle accident with injuries	14	6.06%
324 - Motor vehicle accident with no injuries.	21	9.09%
411 - Gasoline or other flammable liquid spill	1	0.43%
412 - Gas leak (natural gas or LPG)	1	0.43%
413 - Oil or other combustible liquid spill	1	0.43%
444 - Power line down	1	0.43%
510 - Person in distress, other	3	1.3%
512 - Ring or jewelry removal	2	0.87%
522 - Water or steam leak	1	0.43%
531 - Smoke or odor removal	1	0.43%
542 - Animal rescue	1	0.43%
551 - Assist police or other governmental agency	1	0.43%
552 - Police matter	1	0.43%
553 - Public service	22	9.52%
554 - Assist invalid	11	4.76%
561 - Unauthorized burning	10	4.33%
571 - Cover assignment, standby, moveup	1	0.43%
611 - Dispatched & cancelled en route	7	3.03%
621 - Wrong location	1	0.43%
622 - No incident found on arrival at dispatch address	4	1.73%
631 - Authorized controlled burning	2	0.87%
651 - Smoke scare, odor of smoke	1	0.43%
700 - False alarm or false call, other	1	0.43%
710 - Malicious, mischievous false call, other	1	0.43%
711 - Municipal alarm system, malicious false alarm	2	0.87%
731 - Sprinkler activation due to malfunction	1	0.43%
733 - Smoke detector activation due to malfunction	1	0.43%
735 - Alarm system sounded due to malfunction	5	2.16%
743 - Smoke detector activation, no fire - unintentional	3	1.3%
744 - Detector activation, no fire - unintentional	1	0.43%
745 - Alarm system activation, no fire - unintentional	7	3.03%
<b>TOTAL INCIDENTS:</b>	<b>231</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.



## Page Overview


### Discovery

 Post reach	40,328
 Post engagement	16,290
 New Page Followers	67

### Interactions

 Reactions	1,624
 Comments	248
 Shares	194
 Photo Views	9,811
 Link Clicks	1

### Other

 Hide All Posts	1
 Unfollows	0



**FD12 is proud to partner with Toys for Tots this year. We have collection boxes at all of our...**  
Tue, Nov 9

Post Reach **1806** Engagement **69**



**We are currntly on scene a large woods fire with 2 vehicles involved off Helenberg Rd. Pleas...**  
Mon, Nov 8

Post Reach **17309** Engagement **6303**



**We just want to remind you that we "fall back" tonight, please take this opportunity to change your...**  
Sat, Nov 6

Post Reach **1220** Engagement **42**



**E123 & Q121 just got back from rescuing a 10 year old who climbed up a tree and wasn't abl...**  
Thu, Nov 4

Post Reach **3927** Engagement **1058**



**We had a great time handing out candy and being in our community! We hope everyone...**  
Sun, Oct 31

Post Reach **1977** Engagement **447**



**This past week firefighters from FD12 trained on new extrication equipment. The Hurst battery...**  
Sat, Oct 30

Post Reach **3666** Engagement **795**



**Members of FD12 and the St. Tammany Parish Sheriff's Office celebrated Bryson's 6th birthday...**  
Thu, Oct 21

Post Reach **22850** Engagement **3225**



**Units just got finished working a single vehicle accident with extrication on River Rd. The driv...**  
Thu, Oct 21

Post Reach **7543** Engagement **4210**