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**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING MINUTES  
NOVEMBER 17, 2022**

**BUDGET HEARING**

**OPENING:**

5:02 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, Secretary/Treasurer Ron Garrity, Commissioner Nino Covington, and Commissioner Jimmy Holden.

Commissioners absent: Vice-Chairman Lenny Thompson.

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, and District Chief Brad Boogaerts.

Invited Guest in attendance: Chad Danenhower, Attorney. No other members of the public were present.

**PRESENTATION AND REVIEW:**

The 2023 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.

**CLOSING:**

Commissioner Covington made a motion to close the Budget Hearing. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously. The Budget Hearing closed at 5:06 PM.

## REGULAR PUBLIC MEETING MINUTES

### CALL TO ORDER:

5:06 PM.

### ROLL CALL:

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

Commissioners absent: Vice-Chairman Lenny Thompson.

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, and District Chief Brad Boogaerts.

Invited Guest in attendance: Chad Danenhower, Attorney. No other members of the public were present.

### ADOPTION OF AGENDA:

Chairman Munsey presented the Agenda and asked if there were any revisions. A motion was made by Commissioner Holden to move the Old Business/Executive Session after the adoption of the Agenda. Commissioner Covington seconded the motion. There was no public comment. The motion passed unanimously.

### OLD BUSINESS

A motion was made by Commissioner Holden to move into Executive Session to discuss pending litigation in the following matter:

- Robert A. Barnett vs. St. Tammany Fire Protection District No. 12 et al., 22nd JDC, Docket No. 2018-15839, Div. B.

The motion was seconded by Secretary/Treasurer Garrity. There was no public comment. The motion passed unanimously. Everyone was excused from the open meeting except the Commissioners, Fire Chief Stuard, Chief of Administration Bilich, Chief of Operations Adams, and Mr. Danenhower. The Board entered into Executive Session at 5:08 PM.

Everyone was called back to the open meeting at 5:30 PM. No action was taken during the Executive Session, and no votes were made.

### MINUTES:

Regular Meeting Minutes from October 20, 2022 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. Commissioner Covington 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: Chief Stuard gave an update on the proposed 30-year Seniority-Based Pay Scale which will be voted on in December. The motion passed unanimously.

**FINANCIALS**

The financials were presented. A motion was made by Commissioner Holden to accept the financials. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

**NEW BUSINESS**

**Resolution 2022-010:**


A motion was made by Secretary/Treasurer Garrity to approve Resolution 2022-010 relating to the Adoption of the 2023 Proposed Budget for District No. 12, as per law. Commissioner Holden seconded the motion. There was no public comment. The motion passed unanimously.

**Resolution 2022-011:** A motion was made by Commissioner Holden to approve Resolution 2022-011 relating to the Approval for the Temporary Delegation of Fire Chief Operational Authority for Fire District 12. Secretary/Treasurer Garrity seconded the motion. Discussion ensued. A motion was made by Secretary/Treasurer Garrity to table the Resolution until the December Meeting. Commissioner Covington seconded the motion. There was no public comment. The motion passed with Chairman Munsey, Secretary/Treasurer Garrity, and Commissioner Covington voting YES, and Commissioner Holden voting NO. Vice-Chairman Thompson was absent.

**ADJOURN:**

A motion was made by Commissioner Holden to adjourn the meeting. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously. Meeting adjourned at 5:57 PM.

Approved:

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

12-8-2022  
Date



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## Staff Report November 2022

### Fire Chief

- Three employees remain on extended sick leave. A total of seven were on extended sick leave since the last Board Meeting; however, four have since been cleared to return on shift.
- The seven new hires have completed the process and are ready to begin Recruit School in January. They are scheduled to meet with Chief Bourgeois and the Office Manager on Friday, November 18, 2022 to complete in-house paperwork and uniform sizing.
- The District plans to hire part-time employees to help cover manpower from now until Recruit School is complete.
- PIAL representatives are at the District this week for the site visit as part of the rating review.
- A Resolution will be introduced next month to potentially continue providing 2% annual raises for thirty years, up from twenty-five. This will put the District more in line with other fire departments and make us more competitive in retaining employees past the 25-year mark.

### Operations

- **FD12 October 2022 Total Calls – 242**
  - See Attached Report
- **FD12 October 2022 Fuel Consumption**
  - Diesel – 1,175 Gallons
  - Gasoline – 320 Gallons
- The new lifts have arrived and are in service; they were purchased to lift Ladder 124 for maintenance.
- Engine 123 has a minor head gasket leak; it's currently not bad enough to take it out of service. Fire Shop personnel are monitoring it and will change it after the first of the year.
- Fire Shop personnel are scheduled to attend several classes regarding Ladder 124 in 2023.
- The District has begun painting fire hydrants as per PIAL requirements.

### Fire Prevention/Community Relations

- Holiday Inn and The Green at Northpark have both been fined \$250.00 – The District hasn't received payment yet.
- Reagan Crossing Apartments and Planet Fitness both have two verified false alarms, and Office Depot has one verified false alarm.
- Chief Brumfield is continuing with inspections in Station 124's area; he has completed 294 of 300 inspections and is expected to complete them by December 1, 2022.
- Station 121's Captains have received their Preplans; they have until December 1, 2022 to complete them. A-Shift Captain completed 98 of 115, B-Shift Captain completed 70 of 116, and C-Shift Captain completed all 113 Preplans.
- District personnel participated in 20 Public Education events during October's Fire Safety Month.
- Fire District 12 is participating in Toys for Tots again this year; the collected toys will be donated to Christ Jesus Apostolic Ministries – a church in the District.

### Training

- Company training was completed as assigned.
- The EMT class is complete. Four of the District's students passed the class and are in the process of taking their national boards.
- Suppression personnel completed one multi-company drill in conjunction with Districts 5 and 6 concentrating on search and rescue.
- Suppression personnel completed six hours of hazmat training on the District's new gas detection equipment.
- All officers completed one hour of company training on decision-making skills.

# St. Tammany Fire District 12

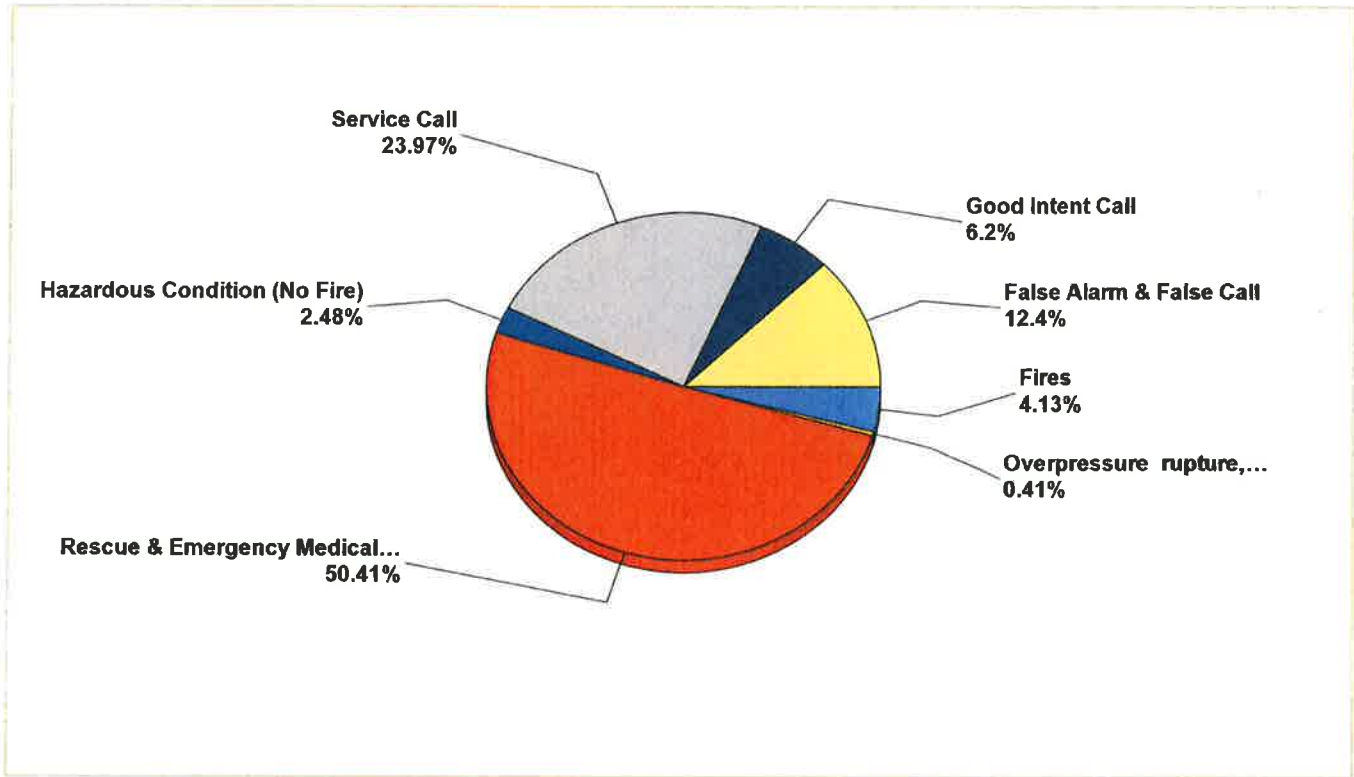
Covington, LA

This report was generated on 11/15/2022 1:52:03 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2022 | End Date: 10/31/2022



| MAJOR INCIDENT TYPE                                 | # INCIDENTS | % of TOTAL  |
|---|-------------|-------------|
| Fires   | 10          | 4.13%       |
| Overpressure rupture, explosion, overhear - no fire | 1           | 0.41%       |
| Rescue & Emergency Medical Service                  | 122         | 50.41%      |
| Hazardous Condition (No Fire)                       | 6           | 2.48%       |
| Service Call  | 58          | 23.97%      |
| Good Intent Call                                    | 15          | 6.2%        |
| False Alarm & False Call                            | 30          | 12.4%       |
| <b>TOTAL</b>  | <b>242</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**

| <b>INCIDENT TYPE</b>                                     | <b># INCIDENTS</b> | <b>% of TOTAL</b> |
|--|--------------------|-------------------|
| 118 - Trash or rubbish fire, contained                   | 1                  | 0.41%             |
| 131 - Passenger vehicle fire                             | 1                  | 0.41%             |
| 141 - Forest, woods or wildland fire                     | 1                  | 0.41%             |
| 142 - Brush or brush-and-grass mixture fire              | 2                  | 0.83%             |
| 143 - Grass fire   | 2                  | 0.83%             |
| 151 - Outside rubbish, trash or waste fire               | 1                  | 0.41%             |
| 154 - Dumpster or other outside trash receptacle fire    | 1                  | 0.41%             |
| 161 - Outside storage fire                               | 1                  | 0.41%             |
| 251 - Excessive heat, scorch burns with no ignition      | 1                  | 0.41%             |
| 311 - Medical assist, assist EMS crew                    | 24                 | 9.92%             |
| 321 - EMS call, excluding vehicle accident with injury   | 67                 | 27.69%            |
| 322 - Motor vehicle accident with injuries               | 19                 | 7.85%             |
| 324 - Motor vehicle accident with no injuries.           | 10                 | 4.13%             |
| 331 - Lock-in (if lock out , use 511 )                   | 1                  | 0.41%             |
| 352 - Extrication of victim(s) from vehicle              | 1                  | 0.41%             |
| 412 - Gas leak (natural gas or LPG)                      | 3                  | 1.24%             |
| 424 - Carbon monoxide incident                           | 2                  | 0.83%             |
| 442 - Overheated motor                                   | 1                  | 0.41%             |
| 511 - Lock-out   | 1                  | 0.41%             |
| 531 - Smoke or odor removal                              | 1                  | 0.41%             |
| 551 - Assist police or other governmental agency         | 1                  | 0.41%             |
| 553 - Public service                                     | 21                 | 8.68%             |
| 554 - Assist invalid                                     | 27                 | 11.16%            |
| 561 - Unauthorized burning                               | 7                  | 2.89%             |
| 611 - Dispatched & cancelled en route                    | 10                 | 4.13%             |
| 622 - No incident found on arrival at dispatch address   | 2                  | 0.83%             |
| 651 - Smoke scare, odor of smoke                         | 2                  | 0.83%             |
| 653 - Smoke from barbecue, tar kettle                    | 1                  | 0.41%             |
| 711 - Municipal alarm system, malicious false alarm      | 1                  | 0.41%             |
| 733 - Smoke detector activation due to malfunction       | 3                  | 1.24%             |
| 735 - Alarm system sounded due to malfunction            | 6                  | 2.48%             |
| 743 - Smoke detector activation, no fire - unintentional | 1                  | 0.41%             |
| 744 - Detector activation, no fire - unintentional       | 3                  | 1.24%             |
| 745 - Alarm system activation, no fire - unintentional   | 16                 | 6.61%             |
| <b>TOTAL INCIDENTS:</b>                                  | <b>242</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         | 30,623 |
|  Post engagement    | 19,829 |
|  New Page Followers | 135    |

### Interactions

|   |       |
|---|-------|
|  Reactions     | 1,004 |
|  Comments      | 218   |
|  Shares        | 115   |
|  Photo views   | 9,859 |
|  Link clicks | 1     |

### Other

|  |   |
|--|---|
|  Hide all posts | 0 |
|  Unfollows      | 0 |





I'd say Halloween 2022 was a success!  
Mon, Oct 31

Post reach 4616  
Engagement 1286



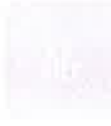
L124 ran into some fans at the Trinity Church fall fest this afternoon. I believe we have answered the question, yes 🚒 do exist and they like blue and white fire trucks!!!  
Sun, Oct 30

Post reach 3602  
Engagement 298



Crews just returned from an accident on Hwy 437 (Lee Rd). There were 3 vehicles involved and a total of 3 patients who were transported to a local hospital in stable condition. 2 of the patients had to be extricated which was able to be completed in 6 minutes. Louisiana State Police is investigating the cause of the crash.  
Sat, Oct 29

Post reach 26922  
Engagement 16459



Just a reminder for everyone including our friends over at the St. Tammany Parish Sheriff's Office  
Wed, Oct 26

Post reach 923  
Engagement 31



Even though we are not under a burn ban, please use CAUTION when burning due to extremely dry conditions.  
Wed, Oct 12

Post reach 2745  
Engagement 376



Yesterday's crew at Station 124 did some rope rescue training. We hope to never need to use these skills outside of training but it is important to practice them so we are ready in an emergency!  
Tue, Oct 11

Post reach 1933  
Engagement 109



E121 made the short drive across the street to Park Place Academy for a fire prevention demonstration this morning. We may have some future firefighters in the class!  
Mon, Oct 10

Post reach 3381  
Engagement 407



This evening Station 124's crew was out at the Abita Brewing Company Food Truck Roundup handing out some hats and doing some public fire education. Did you see us and take pictures, tags is so we know you had a good time with our firefighters!  
Fri, Oct 7

Post reach 1396  
Engagement 391