



---

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

**CALL TO ORDER:**

5:01 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, and Commissioner Nino Covington.

Commissioner absent: Commissioner Jimmy Holden.

A quorum was present.

Administrative Staff also in attendance: Fire Chief Terry Stuard, Chief of Administration Jason Bilich, Chief of Prevention Ollie Brumfield, and District Chief Brad Boogaerts.

**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 February 18, 2021, were 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 Secretary/Treasurer Garrity to dispense with the reading of the Staff Report. Commissioner Covington seconded the motion. Comments: Chief Stuard told the Commissioners to refer to their packets for information commending Captain Katlin Gassen, Operator Greg Valley, and Operator Tom Williamson for actions while in the line of duty. There is also information regarding a recent fatality fire in the District. The motion passed unanimously. Chairman Munsey stated that the Board of Commissioners is very appreciative of their efforts.

**FINANCIALS**

The financials were presented. Chase Bank is reviewing documents to renegotiate the District's Certificates of Indebtedness. A motion was made by Vice-Chairman Thompson to accept the financials. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

**Resolution 2021-002:** A motion was made by Secretary/Treasurer Garrity to approve Resolution 2021-002 relating to the Approval of the Louisiana Compliance Questionnaire 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 5:25 PM.

Approved:

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

4-15-2021  
Date



---

## Staff Report March 2021

### Fire Chief

- District personnel continues to follow the strict guidelines in place for the COVID-19 pandemic. No employees are currently on coronavirus leave.
- Three employees are currently on sick leave.
- Chief Stuard and Mark Waniewski spoke by phone with Troy Favorn at Chase Bank to discuss restructuring the District's Certificates of Indebtedness. He will call back with more information once it is available.
- One recruit was dismissed for bad behavior; a recruit going through the Recruit School as an individual has been hired to replace him:
- Several District personnel were commended recently – more information is included in your packet today.
- Commissioners are reminded to complete their online Ethics training class as soon as possible and to complete their Tier 2.1 Annual Personal Financial Disclosure statement by **May 15, 2021**. Please turn in copies of the completed paperwork to the Office Manager to keep on file.

### Operations

- **FD12 February 2021 Total Calls – 178**
  - See Attached Report
- **FD12 February 2021 Fuel Consumption**
  - Diesel – 849 Gallons
  - Gasoline – 397 Gallons
- Q121 has been repaired and is back in service.
- District mechanics are continuing to install equipment on the new chief's vehicles.
- Noone seems to want the surplus Expedition so it will most likely be used as a training prop for the Recruit School.

### Fire Prevention/Community Relations

- The Green at Northpark has one verified false alarm; the Abbey, Hilton Garden Inn, Home Depot, and Palmetto Greens Apartments have two each.
- Chief Brumfield completed 8 out of 40 hours of continuing education training with the State Fire Marshal's office.
- Preplans have been assigned to Station 124's Captains – A-Shift has 80, B-Shift has 80, and C-Shift has 85. They have until June 1, 2021 to complete their preplans; the respective District Chiefs will receive monthly emails on their progress.
- Chief Brumfield completed all of the 2021 inspections in Station 123's area in February and approximately 90 inspections in Station 121's area. 70 more inspections are now complete in 121's area, and all should be complete by the end of May.

- Chief Brumfield is currently working with St. Tammany Parish's Permit Office and the State Fire Marshal to create a plan for the District to review plans and approve them before any new commercial construction is completed in the area. This will allow the District to have a say in where Fire Department Connections (FDC), hydrants, and Knox Boxes are located, and to ensure that roadways are wide enough for the trucks to navigate.

#### Training

- Company training was completed throughout the month as assigned, with no issues.
- The District's Recruit School is ongoing; the firefighting portion is in progress.
- Companies are continuing facility drills in conjunction with the Recruit class.
- Suppression personnel has completed their 2021 EMT renewal.
- One recruit is currently out with a minor back injury; he is expected to return soon.

# St. Tammany Fire District 12

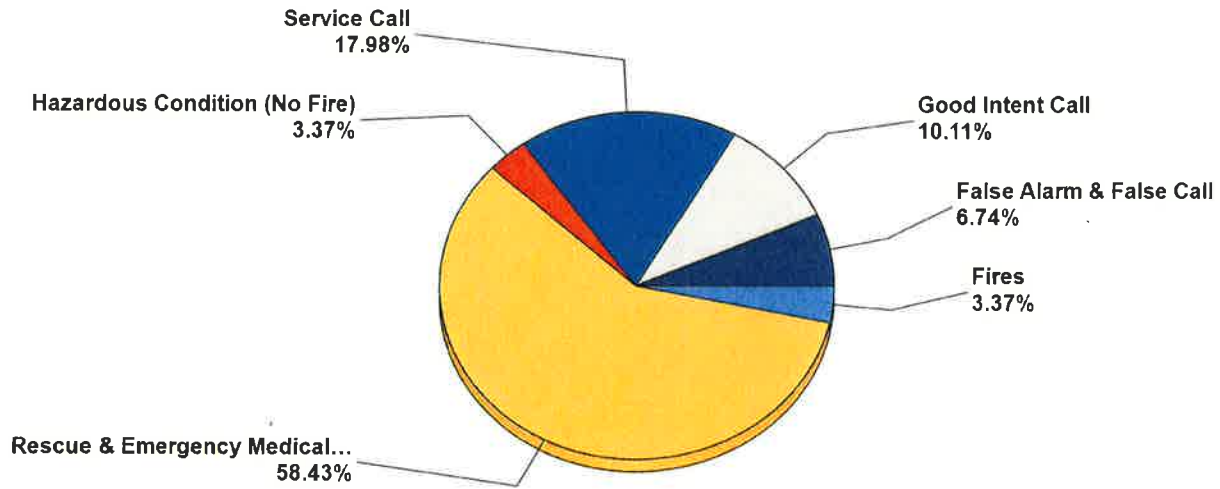
Covington, LA

This report was generated on 3/16/2021 3:51:16 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2021 | End Date: 02/28/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	3.37%
Rescue & Emergency Medical Service	104	58.43%
Hazardous Condition (No Fire)	6	3.37%
Service Call	32	17.98%
Good Intent Call	18	10.11%
False Alarm & False Call	12	6.74%
<b>TOTAL</b>	<b>178</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	2	1.12%
118 - Trash or rubbish fire, contained	1	0.56%
137 - Camper or recreational vehicle (RV) fire	1	0.56%
140 - Natural vegetation fire, other	1	0.56%
151 - Outside rubbish, trash or waste fire	1	0.56%
311 - Medical assist, assist EMS crew	39	21.91%
320 - Emergency medical service, other	1	0.56%
321 - EMS call, excluding vehicle accident with injury	53	29.78%
322 - Motor vehicle accident with injuries	6	3.37%
324 - Motor vehicle accident with no injuries.	5	2.81%
412 - Gas leak (natural gas or LPG)	1	0.56%
440 - Electrical wiring/equipment problem, other	1	0.56%
441 - Heat from short circuit (wiring), defective/worn	1	0.56%
445 - Arcing, shorted electrical equipment	3	1.69%
520 - Water problem, other	1	0.56%
531 - Smoke or odor removal	1	0.56%
542 - Animal rescue	1	0.56%
550 - Public service assistance, other	1	0.56%
551 - Assist police or other governmental agency	2	1.12%
552 - Police matter	1	0.56%
553 - Public service	16	8.99%
554 - Assist invalid	7	3.93%
561 - Unauthorized burning	2	1.12%
611 - Dispatched & cancelled en route	15	8.43%
622 - No incident found on arrival at dispatch address	2	1.12%
631 - Authorized controlled burning	1	0.56%
711 - Municipal alarm system, malicious false alarm	1	0.56%
733 - Smoke detector activation due to malfunction	2	1.12%
735 - Alarm system sounded due to malfunction	2	1.12%
743 - Smoke detector activation, no fire - unintentional	3	1.69%
744 - Detector activation, no fire - unintentional	2	1.12%
745 - Alarm system activation, no fire - unintentional	2	1.12%
<b>TOTAL INCIDENTS:</b>	<b>178</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.



Published

Post

Type

Targeting

Reach

Engagement

Promote

03/16/2021

3:47 PM



St. Tammany Fire District #12



310



5  
63



03/02/2021

7:33 PM



We offer our sincere condolences to the family of the victim from the fatal



1.2K



362  
61



03/02/2021

9:35 AM



Please avoid the area of Lee Rd (Hwy 437) at Wymer Rd. We are



1.3K



52  
26



02/09/2021

10:38 PM



Please avoid the area of Hwy 25 near River Rd. We are currently



1.9K



262  
29



01/21/2021

8:51 PM



Captain Jay Miller was recognized for 10 years of dedicated service at



2.9K



291  
232



### Actions on Page

February 16 - March 15



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

### Page Views

February 16 - March 15

342

Total Page Views ▲65%



### Page Previews

February 16 - March 15



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

### Page Likes

February 16 - March 15

31

Page Likes ▲63%



### Post Reach

February 16 - March 15

3,255

People Reached ▼27%



### Story Reach

February 16 - March 15

#### Get Story Insights

See stats on how your Page's recent stories have performed.

[Learn More](#)

### Recommendations

February 16 - March 15



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

### Post Engagement

February 16 - March 15

624

Feb 28 2021

#### 0 Post Engagement



### Videos

February 16 - March 15

17

3-Second Video Views ▼28%

