



**BOARD OF COMMISSIONERS
REGULAR PUBLIC MEETING MINUTES
APRIL 20, 2023**

CALL TO ORDER:

5:05 PM.

INVOCATION:

The meeting opened with an invocation by Chief Bilich, followed by the *Pledge of Allegiance*.

ROLL CALL:

Commissioners in attendance: Chairman Ryan Munsey, Vice-Chairman Lenny Thompson, and Secretary/Treasurer Ron Garrity.

Commissioners absent: Commissioner Nino Covington and Commissioner Jimmy Holden.

A quorum was present.

Administrative Staff also in attendance: Fire Chief Terry Stuard, Chief of Administration Jason Bilich, Chief of Operations Kevin Adams, District Chief Clayton Stein, and Captain Katlin Gassen.

Guests also in attendance: Attorney Chad Danenhower, Fire District 7 Chief Gary Whitehead, and the family of Captain Gassen.

ADOPTION OF AGENDA:

Chairman Munsey presented the Agenda and asked if there were any revisions. A motion was made by Secretary/Treasurer Garrity to adopt the Agenda as presented. Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously.

EMPLOYEE RECOGNITION PIN PRESENTATION:

Captain Katlin Gassen was recognized for ten years of service with Fire District 12 and given a certificate and a commemorative pin. Congratulations!

NEW BUSINESS

Resolution 2023-002 – A motion was made by Vice-Chairman Thompson to consider and take action concerning adopting the 2023 millage rate(s) for Fire Protection District No. 12. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed with a majority as follows:

Chairman Munsey - YES

Vice-Chairman Thompson - YES

Secretary/Treasurer Garrity - YES

Commissioner Covington - ABSENT

Commissioner Holden – ABSENT

Resolution 2023-003: A motion was made by Vice-Chairman Thompson to approve Resolution 2023-003 relating to the Approval to Surplus and to Sell Vehicles for Fire District 12. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

Resolution 2023-004: A motion was made by Vice-Chairman Thompson to approve Resolution 2023-004 relating to the Adoption of the Official Journal for Fire District 12. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

MINUTES:

Regular Meeting Minutes from March 16, 2023 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. Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously.

5:19 PM – Commissioner Covington arrived at the meeting; he was delayed by traffic.

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. Comments: Four employees are currently on extended sick leave. The Civil Service Board complaint regarding the Seniority Roster is still unresolved – one employee challenged the outcome. Ladder 124's water way was replaced under warranty and is back in service. The motion passed unanimously.

FINANCIALS

The financials were presented. A motion was made by Vice-Chairman Thompson to accept the financials. Secretary/Treasurer Garrity seconded the motion. Comments: 97% of the projected *ad valorem* monies have been received. The LWCC rebate is expected soon. Several front-loaded expenses have been paid. The motion passed unanimously.

OLD BUSINESS

There was none.

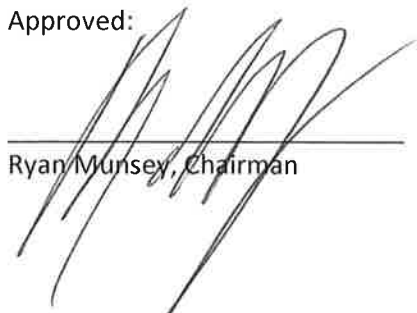
Comments:

District Chief Clayton Stein wanted the Commissioners to know that he feels Fire District 12 is moving in the best direction ever in his seventeen years of service, and it is enjoyable to work under the current administration. Chief Stuard thanked him and stated that it is a team effort.

ADJOURN:

A motion was made by Vice-Chairman Thompson to adjourn the meeting. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously. The meeting adjourned at 5:32 PM.

Approved:



Ryan Munsey, Chairman



Date



Staff Report April 2023

Fire Chief

- Four employees are on extended sick leave.
- PIAL rating results are still pending.
- The District's Civil Service Board held a Hearing on March 1, 2023, regarding a complaint about the Seniority Roster; it is still unresolved as one employee is challenging the outcome.
- Fire District 7 is still borrowing the spare RE122, which they agreed to purchase with the Commissioners' approval to declare surplus. The agreed-upon price is \$30,000 for the pumper and \$5,000 for the F-250.
- No updates on any pending litigation since the last Board of Commissioners Meeting.
- 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, 2022. Please turn in copies of the completed paperwork to the Office Manager to keep on file.

Operations

- **FD12 March 2023 Total Calls – 271**
 - See Attached Report
- **FD12 March 2023 Fuel Consumption**
 - Diesel – 1,004 Gallons
 - Gasoline – 390 Gallons
- There are currently no major issues with any of the District's equipment.
- All of the Department's fire pumps passed their annual testing.
- The new Fire Prevention truck and the new Fire Shop truck are completely outfitted and have been placed in service.
- A bed cover for the new District Chief truck has been ordered.
- Siddons and Martin replaced the waterway on Ladder 124; it was covered under warranty.

Fire Prevention/Community Relations

- Abbey Youth Center has two verified false alarms, and PAM Hospital has three. \$250.00 fines are forthcoming with the next false alarms.
- Chief Brumfield has completed 296 of the approximately 450 inspections in Station 121's area; he will complete them by June 1, 2023.
- Community outreach events for the District are well-received by the public.
- Chief Brumfield is assisting The Abbey and Restoration prepare new evacuation plans.
- Station 124's Captains have been assigned their Preplans for the year this month; they have until June 1, 2023 to complete them. A-Shift Captain completed 18 of 96, B-Shift Captain completed 15 of 97, and C-Shift Captain completed 0 of 95.

- A fire at Burger King on Hwy 190 was caused by the HVAC system. The restaurant is reopened with drive-thru only until the repairs are completed and the fire code violations are corrected.
- A small fire was caused by an overheated light fixture in a local commercial business.
- Chief Brumfield assisted FD7 with a fire investigation; the cause was identified as faulty electrical wiring installed by an unlicensed electrician.

Training

- Company training was completed as assigned.
- The Recruit Class is ongoing. All students passed Hazmat Operations Training.
- Operator Brandon Brener attended a Driver Operator class at LAFETA and received his certification. He is scheduled to take EMR next week. He should be on shift in the next two weeks.
- Chief Bourgeois attended a certification advisory meeting at LAFETA in Baton Rouge, and a St. Tammany Parish instructors meeting at FD4's Training Tower.

St. Tammany Fire District 12

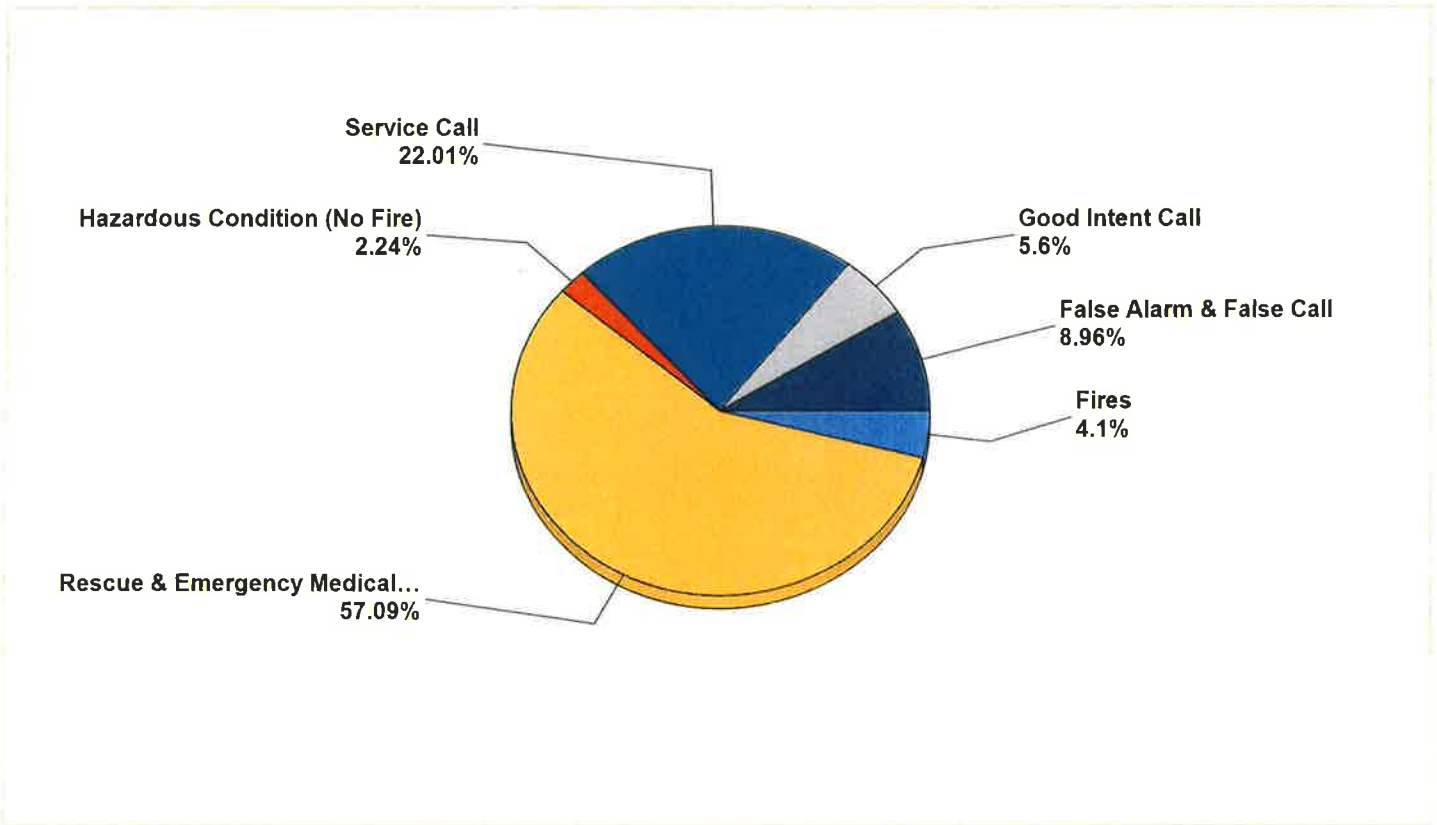
Covington, LA

This report was generated on 4/18/2023 2:08:23 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2023 | End Date: 03/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	4.1%
Rescue & Emergency Medical Service	153	57.09%
Hazardous Condition (No Fire)	6	2.24%
Service Call	59	22.01%
Good Intent Call	15	5.6%
False Alarm & False Call	24	8.96%
TOTAL	268	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.



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	4	1.49%
112 - Fires in structure other than in a building	1	0.37%
113 - Cooking fire, confined to container	1	0.37%
118 - Trash or rubbish fire, contained	1	0.37%
132 - Road freight or transport vehicle fire	1	0.37%
142 - Brush or brush-and-grass mixture fire	2	0.75%
154 - Dumpster or other outside trash receptacle fire	1	0.37%
311 - Medical assist, assist EMS crew	31	11.57%
321 - EMS call, excluding vehicle accident with injury	81	30.22%
322 - Motor vehicle accident with injuries	20	7.46%
324 - Motor vehicle accident with no injuries.	19	7.09%
331 - Lock-in (if lock out , use 511)	2	0.75%
412 - Gas leak (natural gas or LPG)	1	0.37%
440 - Electrical wiring/equipment problem, other	1	0.37%
441 - Heat from short circuit (wiring), defective/worn	1	0.37%
442 - Overheated motor	1	0.37%
444 - Power line down	1	0.37%
445 - Arcing, shorted electrical equipment	1	0.37%
542 - Animal rescue	2	0.75%
550 - Public service assistance, other	1	0.37%
551 - Assist police or other governmental agency	1	0.37%
553 - Public service	17	6.34%
554 - Assist invalid	29	10.82%
561 - Unauthorized burning	9	3.36%
600 - Good intent call, other	1	0.37%
611 - Dispatched & cancelled en route	7	2.61%
622 - No incident found on arrival at dispatch address	5	1.87%
651 - Smoke scare, odor of smoke	2	0.75%
700 - False alarm or false call, other	1	0.37%
710 - Malicious, mischievous false call, other	1	0.37%
711 - Municipal alarm system, malicious false alarm	1	0.37%
713 - Telephone, malicious false alarm	1	0.37%
714 - Central station, malicious false alarm	2	0.75%
733 - Smoke detector activation due to malfunction	2	0.75%
743 - Smoke detector activation, no fire - unintentional	2	0.75%
744 - Detector activation, no fire - unintentional	2	0.75%
745 - Alarm system activation, no fire - unintentional	12	4.48%
TOTAL INCIDENTS:	268	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.

Page overview

Create a post

Last 28 days

Discovery

 Post reach	10,184
 Post engagement	2,276
 New Page Followers	33

Interactions

 Reactions	430
 Comments	45
 Shares	26
 Photo views	1,025
 Link clicks	0

Other

 Hide all posts	1
 Unfollows	0



Members of FD12 along with other parish first response agencies are attending a hurricane preparedness meeting at the EOC this morning.

Tue, Mar 28

Post reach 516
Engagement 57



At this evening Board of Commissioners Meeting Operators Garrett Jones, Joe Palmer, Connor Thurman, and Cross Hebert were recognized for 5 years of dedicated service to FD12 and it's citizens. Please join us in congratulating them and wish them well on many more years of service!

Thu, Mar 16

Post reach 4,902
Engagement 2,112



We are currently on scene at the Burger King on N Hwy 190 for a report of smoke in the building. Crews are searching for the source of the smoke at this time. Please use caution 🚧 if you are in the area.

Tue, Mar 14

Post reach 6,055
Engagement 2,503



We are currently on scene of an overturned vehicle on N Hwy 190 by the WalMart neighborhood Market. Please avoid the area as 2 lanes on NB 190 are blocked.

Fri, Mar 10

Post reach 623
Engagement 12



It's been a busy morning today. If you were caught in traffic on N Hwy 190 southbound the cause of the traffic was an accident near Wal-Mart. The driver of the truck had to be freed from the vehicle using the Jaws of Life. The driver of the truck and another person from the accident were transported to local hospitals. State Police is in charge of the...

Thu, Mar 2

Post reach 16,100
Engagement 9,593



We are currently on scene of a working detached garage fire on Shady Ln off Lowe Davis. If you are in the area use caution.

Wed, Mar 1

Post reach 3,329
Engagement 900