



**BOARD OF COMMISSIONERS
REGULAR PUBLIC MEETING MINUTES
JUNE 15, 2023**

CALL TO ORDER:

5:13 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, Secretary/Treasurer Ron Garrity, and Commissioner Jimmy Holden.

Commissioners absent: Commissioner Nino Covington.

A quorum was present.

Administrative Staff also in attendance: Fire Chief Terrell Stuard, Chief of Administration Jason Bilich, Chief of Operations Kevin Adams, Chief of Prevention Ollie Brumfield, and Captain Kayman 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.

MINUTES:

Regular Meeting Minutes from May 18, 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. Commissioner Holden 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. Vice-Chairman Thompson seconded the motion. Comments: The pending Seniority Roster complaint filed with the Civil Service Board has been amicably resolved by all parties involved. A former employee is returned to work for the District. The Louisiana State Police audit is complete. District personnel participated in extinguishing/investigating the arson fire at Walmart. The motion passed unanimously.

FINANCIALS

The financials were presented. A motion was made by Secretary/Treasurer Garrity to accept the financials. Commissioner Holden seconded the motion. Comments: 98.29% of the projected *ad valorem* monies have been received. Salaries are currently 1% over budget as there were three pay periods in May, but total Personnel expenses are 1.3% under budget. The District is currently at 41.66% of the budget for expenses this year. The motion passed unanimously.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

Comments:

Captain Kayman Gassen stated the District is currently suffering from manpower issues that he feels Administration is not addressing. Discussion ensued.

A motion was made by Commissioner Holden to amend the Agenda. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously. The Agenda was amended to add Executive Session. A motion was made by Commissioner Holden to adopt the Agenda as amended. Secretary/Treasurer Garrity seconded the motion. There was no public comment. The motion passed unanimously.

A motion was made by Commissioner Holden to move into Executive Session to discuss manpower issues. 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, and Chief of Operations Adams. The Board entered into Executive Session at 5:40 PM.

Everyone was called back to the open meeting at 6:06 PM. No action was taken during the Executive Session, and no votes were made.

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. The meeting adjourned at 6:07 PM.

Approved:



Ryan Munsey, Chairman

7-20-2023
Date



Staff Report June 2023

Fire Chief

- Five employees are on extended sick leave.
- The District's Civil Service Board's Seniority Roster complaint has been resolved with all parties involved agreeing to a solution.
- A former employee is returning to the District once he receives a test score. Employment has been offered to another person pending completion of the application process; he will participate in FD4's next recruit class in the fall.
- One of the FD12 Recruits was dismissed as he could not pass some required testing to continue. The remaining Recruits passed and will graduate on June 23, 2023.
- Chief Stuard is working with Councilman Fitzgerald to replace Commissioner Covington with District resident Kevin Perilloux, as Pastor Covington is moving out of Fire District 12's area. He is awaiting an opinion from the Ethics Board to approve Mr. Perilloux.
- The District passed the Louisiana State Police's audit for pre-employment fingerprints and background checks.
- 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 – the deadline was May 15, 2022. Please turn in copies of the completed paperwork to the Office Manager to keep on file.

Operations

- **FD12 May 2023 Total Calls – 240**
 - See Attached Report
- **FD12 May 2023 Fuel Consumption**
 - Diesel – 1,406 Gallons
 - Gasoline – 303 Gallons
- There are currently no major issues with any of the District's equipment.
- A bed cover for the new District Chief truck has been ordered; a delivery date is unknown at this time.
- The annual inspection and testing of hydrants is ongoing.

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. The District has been responding to an uptick in commercial fire alarms lately; the systems are working properly, however, they are being accidentally set off.
- Chief Brumfield has completed all 450 inspections in Station 121's area and began working on the 102 inspections in Station 125's area. They will be completed by July 1, 2023.
- Chief Brumfield, Engine 122, and the Recruits attended a community outreach event at Louisiana Key Academy; it was a huge success.
- Chief Brumfield is continuing to assist Fire District 1 with a code rewrite to update the construction code in St. Tammany Parish.

- District personnel responded to two fires in May. The first was an accidental residential fire that began from sparks from a metal grinder that ignited the shed. The second was an arson fire at Walmart. The suspected juveniles were arrested and charged with Aggravated Arson, Conspiracy, and Possession of a Delayed Action Incendiary Device.
- Station 122's Captains will be assigned their Preplans for the year this month. A-Shift Captain has 51, B-Shift Captain has 52, and C-Shift Captain has 47.
- Station 123's Captains will also be assigned their Preplans for the year this month. A-Shift Captain has 5, B-Shift Captain has 5, and C-Shift Captain has 6.
- Station 124's Captains have completed their Preplans for the year: A-Shift Captain - 96, B-Shift Captain - 97, and C-Shift Captain - 95.

Training

- Company training was completed as assigned.
- The Recruit Class is ongoing; the expected graduation date is June 23, 2023. Everyone is invited to attend.
- Suppression personnel are participating in multi-company drills with the Recruit Class.





St. Tammany Fire District 12

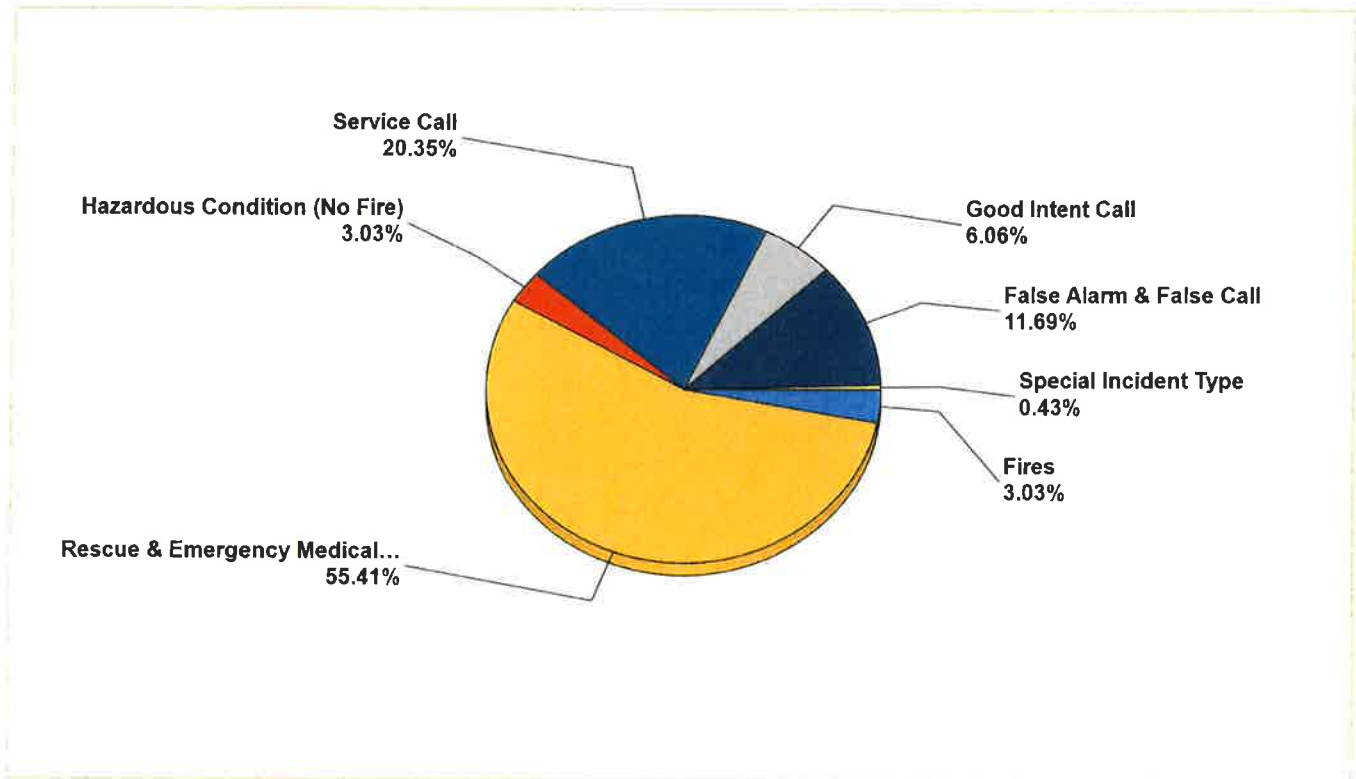
Covington, LA

This report was generated on 6/9/2023 10:08:34 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2023 | End Date: 05/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	3.03%
Rescue & Emergency Medical Service	128	55.41%
Hazardous Condition (No Fire)	7	3.03%
Service Call	47	20.35%
Good Intent Call	14	6.06%
False Alarm & False Call	27	11.69%
Special Incident Type	1	0.43%
TOTAL	231	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	1	0.43%
113 - Cooking fire, confined to container	1	0.43%
132 - Road freight or transport vehicle fire	1	0.43%
138 - Off-road vehicle or heavy equipment fire	1	0.43%
142 - Brush or brush-and-grass mixture fire	1	0.43%
151 - Outside rubbish, trash or waste fire	2	0.87%
311 - Medical assist, assist EMS crew	31	13.42%
321 - EMS call, excluding vehicle accident with injury	61	26.41%
322 - Motor vehicle accident with injuries	21	9.09%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.43%
324 - Motor vehicle accident with no injuries.	14	6.06%
412 - Gas leak (natural gas or LPG)	3	1.3%
443 - Breakdown of light ballast	1	0.43%
445 - Arcing, shorted electrical equipment	3	1.3%
511 - Lock-out	3	1.3%
531 - Smoke or odor removal	2	0.87%
542 - Animal rescue	1	0.43%
553 - Public service	7	3.03%
554 - Assist invalid	28	12.12%
561 - Unauthorized burning	6	2.6%
611 - Dispatched & cancelled en route	4	1.73%
621 - Wrong location	1	0.43%
622 - No incident found on arrival at dispatch address	5	2.16%
651 - Smoke scare, odor of smoke	2	0.87%
671 - HazMat release investigation w/no HazMat	2	0.87%
733 - Smoke detector activation due to malfunction	1	0.43%
735 - Alarm system sounded due to malfunction	3	1.3%
743 - Smoke detector activation, no fire - unintentional	4	1.73%
745 - Alarm system activation, no fire - unintentional	19	8.23%
911 - Citizen complaint	1	0.43%
TOTAL INCIDENTS:	231	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	6,413
 Post engagement	5,119
 New Page Followers	47

Interactions

 Reactions	302
 Comments	37
 Shares	13
 Photo views	1,816
 Link clicks	0

Other

 Hide all posts	0
 Unfollows	0



We hope everyone has a safe Memorial Day. Please remember the reason for this day, to honor those who paid the ultimate price for freedom!

Mon, May 29

Post reach 767 Engagement 31



We want to thank the PFIA for their donation. We have a few more statues we want to add and some type of permanent flag. It should be noted that no public funds are being used for this project. Everything purchased was from generous donations.

Fri, May 26

Post reach 567 Engagement 71



Earlier this evening we responded to a structure fire on 7th St. The fire was contained to a shed. An alert group of future firefighters who were riding their bikes down the street alerted the homeowner to the fire!

Mon, May 22

Post reach 2,719 Engagement 1,300



Sun, May 14

Post reach 647 Engagement 18