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**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING MINUTES  
JULY 21, 2022**

**CALL TO ORDER:**

5:01 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, Chief of Prevention Ollie Brumfield, Chief of Training Dominick Bourgeois, District Chief Clayton Stein, and members of A-Shift.

Invited Guests: Attorney Grant Schlueter, and the family of Chief Adams.

**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.

**EMPLOYEE RECOGNITION PIN PRESENTATION:**

Chief of Operations Kevin Adams was recognized for twenty-five years of service with Fire District 12 and was given a certificate and a commemorative pin. Congratulations!

**5:05 PM – Commissioner Holden arrived at the meeting; he was delayed by traffic.**

**MINUTES:**

Regular Meeting Minutes from June 16, 2022 were presented. Chairman Munsey asked if any revisions needed to be made. There were none. A motion was made by Vice-Chairman Thompson to approve the Minutes as written. Commissioner Holden seconded the motion. There was no public comment. The motion passed unanimously.

**NEW BUSINESS**

**Resolution 2022-004** – A motion was made by Secretary/Treasurer Garrity to consider and take action concerning adopting a resolution providing for the incurring of debt and issuance of Limited Tax Bonds, Series 2022, of Fire Protection District No. 12 of the Parish of St. Tammany, State of Louisiana; prescribing the form, terms, and conditions thereof and providing for the payment thereof; awarding such Bonds to the purchaser thereof, and providing for other matters in connection therewith. Vice-Chairman Thompson seconded the motion. Comments: Investar Bank had the best proposal with level payments of approximately \$191,000 per month at an interest rate of 3.29%. The loan will be paid out by 2037; however, there is no penalty to pre-pay the loan at any time. The motion passed as follows:

- Chairman Munsey - YES**
- Vice-Chairman Thompson - YES**
- Secretary/Treasurer Garrity - YES**
- Commissioner Covington - ABSENT**
- Commissioner Holden – YES**

Secretary/Treasurer Garrity thanked Chief Bilich for his efforts in coordinating the loan proposal process.

**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: The District intends to hire 3-4 new Suppression personnel by the beginning of 2023. 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: The District is halfway through 2022 and is on target with the budget; however, the high cost of fuel is causing that line item to be over budget at this time. The motion passed unanimously.

**OLD BUSINESS**

There was none.

**ADJOURN:**

A motion was made by Secretary/Treasurer Garrity to adjourn the meeting. Vice-Chairman Thompson seconded the motion. There was no public comment. The motion passed unanimously. Meeting adjourned at 5:26 PM.

Approved:



Ryan Munsey, Chairman



Date



## Staff Report July 2022

### Fire Chief

- One employee remains on extended sick leave.
- The District is looking to hire at least 3-4 new suppression personnel by the beginning of 2023.
- The annual audit is complete and reviewed; awaiting final hard copies to issue.
- Three offers were received from banks wanting to compete for financial services on the Letters of Indebtedness issue.
- Old supplies were cleared out of the storage rooms and the attic and were disposed of at the dump. All inventoried items were documented before disposal.
- All commissioners are required to complete Sexual Harassment Awareness training through the State and Cybersecurity training through State Civil Service.

### Operations

- **FD12 June 2022 Total Calls – 253**
  - See Attached Report
- **FD12 June 2022 Fuel Consumption**
  - Diesel – 1,245 Gallons
  - Gasoline – 352 Gallons
- TruPro Patios repaired the storm damage on Station 124's patio cover. This completes all repairs needed from Hurricane Ida.
- There are currently no major issues with any of the District's equipment.
- E124 was wrapped and restriped to match the District's new engine; E122 is currently being wrapped.

### Fire Prevention/Community Relations

- The Green at Northpark has four verified false alarms; they will be fined with the next false alarm. Their main sprinkler line has been repaired. Regan Crossing and Planet Fitness both have two verified false alarms, and Office Depot has one verified false alarm.
- Ibis Trail's fire alarm system is not working, they are waiting on parts to repair it.
- The elevators at both the Marriott Hotel and The Trace Senior Living Center have been repaired.
- 911 Monument Update: Water Cut has agreed to donate a stainless-steel plaque to honor the monument's donors. The statue vendor never ordered the statues. Chief Brumfield located another statue vendor in Tangipahoa Parish, but they cost twice as much.
- Chief Brumfield is currently working on the District's annual target hazard training; he is expected to finish by August 1, 2022.
- Chief Brumfield will resume inspections in Station 124's area on August 1, 2022, and is expected to complete them by December 1, 2022.

- Station 122's Captains received their Preplans; A-Shift Captain completed 14 of 46, B-Shift Captain completed 12 of 45, and C-Shift Captain completed 32 of 44.
- Station 123's Captains received their Preplans (none are complete at this time); A-Shift Captain – 4, B-Shift Captain – 7, and C-Shift Captain – 5.

#### Training

- Company training was completed as assigned.
- The EMT class is ongoing with five FD12 students enrolled. It is expected to complete at the end of October 2022.
- Members are in the process of completing mandatory Cybersecurity training.

# St. Tammany Fire District 12

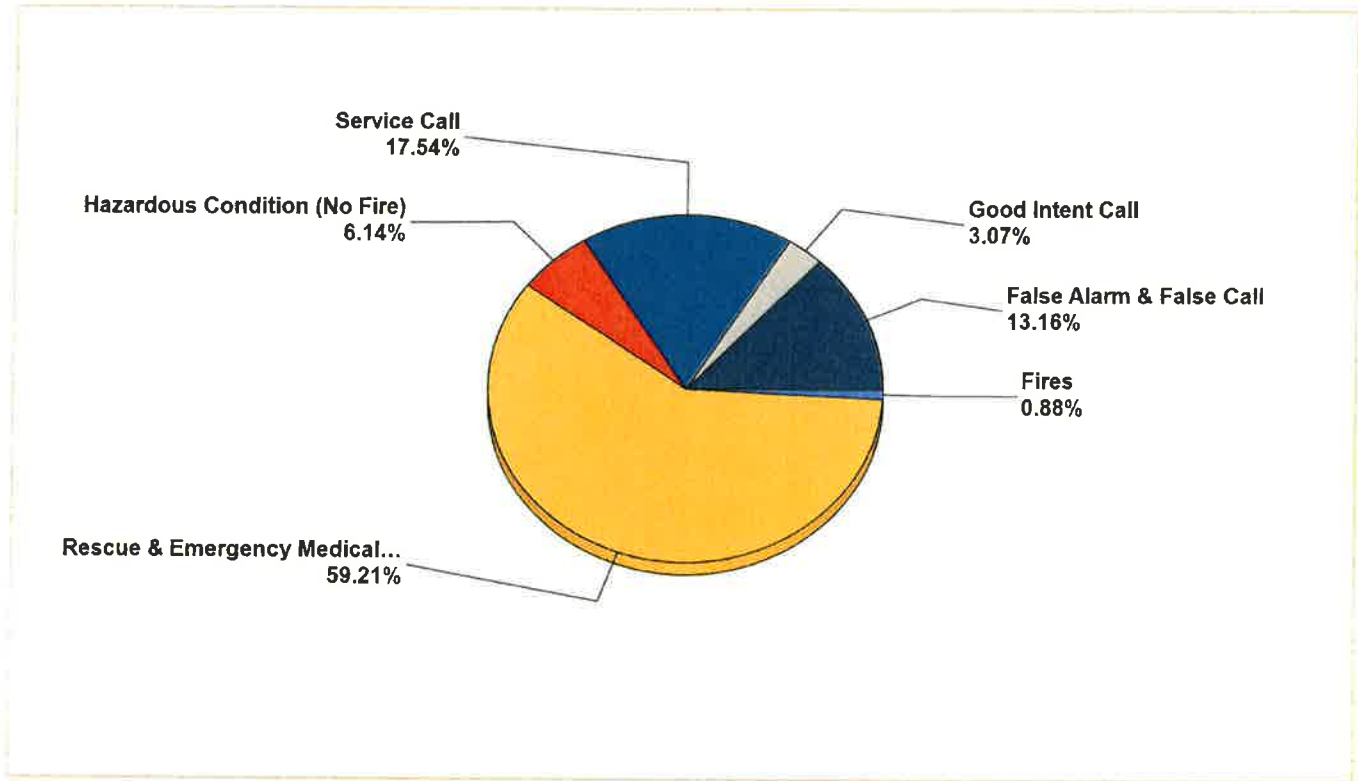
Covington, LA

This report was generated on 7/18/2022 10:35:46 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2022 | End Date: 06/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	0.88%
Rescue & Emergency Medical Service	135	59.21%
Hazardous Condition (No Fire)	14	6.14%
Service Call	40	17.54%
Good Intent Call	7	3.07%
False Alarm & False Call	30	13.16%
<b>TOTAL</b>	<b>228</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	0.44%
131 - Passenger vehicle fire	1	0.44%
311 - Medical assist, assist EMS crew	19	8.33%
321 - EMS call, excluding vehicle accident with injury	87	38.16%
322 - Motor vehicle accident with injuries	16	7.02%
324 - Motor vehicle accident with no injuries.	10	4.39%
331 - Lock-in (if lock out , use 511 )	1	0.44%
353 - Removal of victim(s) from stalled elevator	2	0.88%
412 - Gas leak (natural gas or LPG)	3	1.32%
440 - Electrical wiring/equipment problem, other	2	0.88%
442 - Overheated motor	1	0.44%
445 - Arcing, shorted electrical equipment	8	3.51%
531 - Smoke or odor removal	2	0.88%
553 - Public service	14	6.14%
554 - Assist invalid	21	9.21%
561 - Unauthorized burning	3	1.32%
611 - Dispatched & cancelled en route	5	2.19%
622 - No incident found on arrival at dispatch address	1	0.44%
651 - Smoke scare, odor of smoke	1	0.44%
711 - Municipal alarm system, malicious false alarm	3	1.32%
715 - Local alarm system, malicious false alarm	2	0.88%
730 - System malfunction, other	1	0.44%
735 - Alarm system sounded due to malfunction	1	0.44%
743 - Smoke detector activation, no fire - unintentional	2	0.88%
744 - Detector activation, no fire - unintentional	1	0.44%
745 - Alarm system activation, no fire - unintentional	20	8.77%
<b>TOTAL INCIDENTS:</b>	<b>228</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.



# June 2022 Facebook Stats

## Page overview



### Discovery

 Post reach	10,131
 Post engagement	3,157
 New Page Followers	40

### Interactions

 Reactions	455
 Comments	81
 Shares	43
 Photo views	1,302
 Link clicks	15

### Other

 Hide all posts	0
 Unfollows	0

## June 2022 Facebook Stats

Caption	Post time	Reach	Likes and reactions	Link clicks	Comments	Shares
Today E125 and L124 visited the Homer Williams VFW Summer Camp. Chief Brumfield provided a fire safety talk. The kids got to see what a fireman looks like in all their gear so they know not to be scared of them. Operators Sanders and Rebouche participated in a friendly 2-minute drill competition and then the kids crawled outside to see the new ladder truck. Outside the kids got to walk through the bucket and got to see all the tools the truck has on it.	6/30/2022 9:55	2273	69	512	14	4
Crews were called to a local hotel for an elevator stuck between floors with occupants. Upon arrival units found and rescued a family of 6 stuck between the 2nd and 3rd floor. The kids were pretty pumped about being rescued and took a picture with L124 s crew. They also got a an update close tour of the fire trucks. We are glad they are safe!!!	6/17/2022 19:45	7599	475	1762	40	18
Updated with pictures. Please avoid the area of Hwy 1081 and Rogers Hill Rd. We are on scene of a structure fire and will have a heavy presence of fire apparatus in that area.	6/16/2022 14:28	25796	1520	15845	732	114
We had a fun day today at 2 different celebrations. Engine 125 helped celebrate Elijah turning three, Happy Birthday Elijah!!! Then Engine 121 and Ladder 124 visited the Versailles Property Owners Association summer kick off party. We hope everyone has at safe and happy summer!	6/11/2022 16:36	5202	159	1011	6	9
St. Tammany Fire District #12 updated their profile picture.	6/10/2022 12:23	3	33	0	0	0
St. Tammany Fire District #12 updated their cover photo.	6/10/2022 12:17					
Fire Chief Stuard welcomed a group of Louisiana Fire Prevention Officers and Arson Investigators at their conference taking place in Covington.	6/8/2022 13:46	1083	29	178	0	1



## June 2022 Facebook Stats

Caption	Post time	Reach	Likes and reactions	Link clicks	Comments	Shares
<p>We were honored to have Ladder 124 be a part of the flag arch for District Chief Carroll Poche's final ride. Rest easy Chief Poche we'll take it from here.</p>	6/5/2022 6:31	2082	66	260	5	3
<p>We are extremely excited to announce that today at 2 pm we officially placed Ladder 124 into service. Ladder 124 is a 2022 Pierce Mfg Velocity 100 foot mid-mount platform ladder purchased from Siddons-Martin Emergency Group. Ladder 124 replaces Rescue 124 which was a 2011 Heavy Rescue. This new truck will have the same rescue abilities with the addition of the 100 platform ladder which can be used as an elevated work/rescue platform. This is the first platform ladder ever placed in service at FD12, therefore the past few months our crews have been training on the use, functionality, and placement of the truck to prepare for it going in service. We continue to strive to best serve our citizens. If you'd like to see Ladder 124 in person (pictures do not do it justice) it is stationed at Station 124 which is at the intersection of Hwy 21 &amp; Hwy 36 in Covington; feel free to stop by, we would love to show it off (if you can't tell we are pretty proud of it)!</p>	6/1/2022 13:32	5297	187	515	15	14