



St. Tammany Parish Fire Protection District # 3

P.O. Box 849

Lacombe, Louisiana 70445-0847

(985) 882-5977 Office (985) 882-6664 Fax

admin@stfd3.com

Michael Geissler
Fire Chief

Public Hearing of the Board of Commissioners November 13, 2024 *Hearing Minutes*

Called To Order:

Chairman Danny Hall called the public to order on Wednesday, November 13, 2024, at 6:00PM.

Pledge of Allegiance

Prayer

Roll Call:

Danny Hall, Leo Casanave, Jeanne Hutchison, Murphy Arsenaux and Raymond Batiste were present.

Chief Geissler, Assistant Chief Guillot, and District Chief May were present representing the Fire Department.

Chad Danenhower and Mark Waniewski were present representing PMI.

Mr. Hall opened the floor for public comment on the proposed 2025 budget at 6:03.

6:08 no public comment.

6:13 no public comment.

No comments from the public, administration or the board. No action was taken. Mr. Arsenaux made a motion to adjourn. Mrs. Hutchison seconded. A vote was taken.

Hearing adjourned 6:14.

Public Meeting of the Board of Commissioners November 13, 2024 *Meeting Minutes*

Roll Call at 6:14 pm:

Danny Hall, Leo Casanave, Jeanne Hutchison, Murphy Arsenaux and Raymond Batiste were present.

Chief Geissler, Assistant Chief Guillot, and District Chief May were present representing the Fire Department.

Chad Danenhower and Mark Waniewski were present representing PMI.

Secretary Minutes:

Approve minutes of October 9, 2024, regular meeting.

Mr. Casanave made a motion to approve the minutes from October 9, 2024. Mrs. Hutchison seconded. A vote was taken.

Motion carried.

Employee Recognition:

Employee Recognition. Chief Geissler recognized the following employees.

New hires: Chuck Stolf, a FF/OP and Paramedic, November 14, 2024

Dustin Moreau is considering coming on full time, he is a FF/OP, paramedic.

Anniversaries: Jeremy Stewart, a part time employee made one year November 10, 2024

Treasurer Report:

Mr. Waniewski stated that the budget is pending as anticipated with the adjustments made by the Board earlier in the year. A budget revision will be made in January. Line 18 shows that 102.4% of collections. Additional interest, the holdback and the EMS revenue will be coming in and we are expecting a positive year for collections. Nothing in the budget is out of line compared to what was projected with the approved changes the Board made earlier in the year. A formal revision of the budget will need to be done next year.

Mr. Casanave made a motion to accept the treasurer's report. Mr. Batiste seconded. No further discussion. A vote was taken.

Motion carried.

Chief's Report:

Chief Geissler stated that there were 1556 calls YTD, October had 146 calls, and 3 mutual aids received. One was due to multiple calls at one time and two were med 31 and med 32 were at the dealer receiving computer updates. 98.5% of the time there were two ALS units up. There was one 12 hour shift that there was only one unit up.

Chief Geissler stated that he is working on the policy book and revamping some of the policies. He will have that finalized soon. He is reviewing the policies that the previous admin put out and then two more chapters and the book will be complete.

Surplus items. Chief Geissler stated that this was approved at a previous meeting, and they are currently working on surplus items or trashing items. There will also be items surplus and disposed of at the admin building as well.

Upcoming events. Chief Geissler stated that following upcoming events:

- Each station and the admin building will be collecting toys for Toys for Tots.
- We have partnered with Redemption Church to collect food items for their food pantry.

- Santa parades. The department will be visiting some neighborhoods with Santa handing out candy and hopefully collecting toys and food items. Once the map of the neighborhoods is determined, it will be on social media.

Santa on the Bayou will be on December 14th and the Department will be participating in that with the Rec. District. They will hand out toys at the end of that. The Department will be helping set up the toys for them and help distribute the toys.

The Christmas Tree lighting will be held in front of the admin building on December 1st at 5:00. The department will be participating in that event.

PIAL. Chief Geissler stated that they are currently working on PIAL that will be next year. They are trying to get ahead of the game. They are also looking at the possibility of establishing a Fire Prevention Bureau, there are a lot of points being left on the table that could help with PIAL. This will also be a benefit for the Department and the public.

Chief Geissler stated that the bridge on 190 across the bayou will be cleaned on November 20th. This will only remove debris from the bridge. The department has already assessed the bridge and debris, and they are working on finalizing a plan so it can be done safely and sufficiently.

Mr. Hall stated that Chief Geissler has also been leading the strategic planning meetings. Chief Geissler stated that there have been meetings the last few Fridays to discuss operational decisions to big purchases for the next few years.

Chief Geissler also introduced Marc May as the new District Chief at this time. A formal classification is being worked on by civil service. He is taking on a lot of roles and stuff that we are looking forward to implementing, part of that being public outreach and training that we feel is lacking.

Assistant Chief Guillot gave an update on community outreach. He met with school administrators to streamline their fire drills; they want to be a little more interactive. He talked to the administrative staff at HeadStart to be more interactive with the fire drills. Firefighters will also be going to HeadStart to read children's books to the kids. There is an event at COAST Senior Center November 14th and there is also a vital signs booth being set up. He also met with the Nursing Home and will be more active with their fire drills and other events that the department can take part in. He also met with Northshore Technical College, same concept. He stated that Chief May has been to a couple of these meetings and will be involved in getting these relationships started. They are trying to get to the churches in the community as well.

District Chief May stated that along with the community outreach, the plan is to start fire extinguisher training at the facilities. He has also been networking with other fire department training officers throughout the parish. He stated that in the future he will be attending the monthly meetings so he will start getting invites to training going on in the parish. He has been receiving a lot of training requests from employees and has been fulfilling the requests. So far, he stated that he has 13 signed up for classes, from operator, officer, instructor, investigator, inspector, a few are pending to take a test. He has scheduled out daily training for the rest of the year. He has started a process with PIAL with the Chief's.

Old Business:

Mr. Hall stated that these were all approved at the October meeting, and they are just record keeping.

- 1) 2024-037: BOC Resolution (Approve Annual Leave Buy-back Allocation) – Record Keeping.
- 2) 2024-038: BOC Resolution (Approve Annual Leave Buy-back for FC Geissler) -Record Keeping.

New Business:

1) 2024-039: BOC Resolution (Adopt 2025 operating budget). Mr. Hall stated that this was the public hearing pertaining to the 2025 budget. Mr. Arsenaux made a motion to approve the 2025 budget. Mr. Batiste seconded. No further comments or discussions. A vote was made.

Motion carried.

2) 2024-040: BOC Resolution (Approve EMS Unrecoverable Debt – Balance Sheet Adjustments). Mr. Waniewski stated that there will be a one-time write-off that encompasses more than the last three years. It will be a 3 million plus figure and it is to get the books clean. Once this is adjusted it will be a clean sheet moving forward.

Mrs. Hutchison made a motion to approve Resolution 2024-040. Mr. Batiste seconded. A vote was taken.

Motion carried.

3) Call for Fire Chief exam. Mr. Hall stated that he would like to select a Fire Chief within the first few months of 2025. He would like the Board to start that process by calling for the exam. Mr. Arsenaux made a motion to call for the Fire Chief exam. Mrs. Hutchison seconded. A vote was taken.

Motion carried.

4) Discussion of Act 554. Discussion of the new law as of June 2024 regarding cancer screening of firefighters and fire service employees. No action taken. See attached.

5) Top-Down Review/R Audit. Mr. Waniewski stated that they are in the first draft. The goal is to present at the December meeting. He stated that the document is in a state of flux because of the change in administration and the appointment of a Fire Chief. Everyone in the department has been extremely corporative in meeting and responding to the questions.

Executive Session. There will be no action taken in Executive session.

Mrs. Hutchison made a motion to enter executive session. Mr. Batiste seconded. The board entered Executive session at 7:06.

The Board came out of Executive session at 7:34. No action was taken while in Executive session.

Mrs. Hutchison made a motion to amend the agenda to address the legal issues. Mr. Casanave seconded. A vote was taken.

Motion carried.

7) Mr. Hall would like the Board to make a motion to allow him to work with legal counsel to generate Insight Billings email. Mrs. Hutchison made a motion to authorize the Chairman to work with legal counsel to respond to Insight Billing. Mr. Casanave seconded. A vote was taken.

Motion carried.

Mrs. Hutchison made a motion to adjourn. Mr. Batiste seconded. A vote was taken.

Motion carried.

Adjournment:

Meeting adjourned at 7:36pm.