

**RED RIVER PARISHWIDE FIRE PROTECTION DISTRICT**  
**Board of Commissioners**  
**Regular Meeting Minutes**  
**Monday, March 14, 2022, at 10:00 a.m.**

**I. Call to order:** 10:00 a.m. by Shawn Beard

**II. Roll Call:** Rachel Long conducted a roll call. The following persons were present: Bill Jones, Jamarly Jones, Shawn Beard, Dan Cason, Shane Hubbard, Bob Harris, C. H. Smith, and Mary Cobb.

**III. Invocation:** Shawn Beard

**IV. Pledge of Allegiance:** All

**V. Motion to Approve Minutes for 02-14-22:** Jamarly Jones, 2<sup>nd</sup> Dan Cason. All in favor. Motion carried.

**VI. Motion to Approve Agenda:** Shane Hubbard, 2<sup>nd</sup> Bill Jones. All in favor. Motion Carried.

**VII. Old Business:**

a) Radio Tower – Unable to make contact / Tabled to next meeting on April 11, 2022.

**VIII. New Business:**

a) **Board Members' Ethics Training:** R. Long provided the website and the due date is 12/31/22.

b) **Board Members' Tier 2.1 Report:** R. Long provided the forms and the due date is 5/15/22.

c) **2021 Audit:** R. Long provided the engagement letter which was signed and the Compliance Questionnaire and the Related Party Questionnaire to be completed by the Board, Fire Chief and Accountant.

d) **John Woodfin, Fire Chief's Report:**

i) March 25, 2022 is when the firefighters will check off on their skills test for Driver / Operator.

ii) Mini attack is fixed.

iii) The cluster for Engine 5 is out for repairs.

iv) Brush 4 is back in service after an oil change and belt changes.

v) The price for the signs for the stations are \$375 a piece for a 5x8 sign. The letters must be visible from the road. If we can find someone to paint the existing signs, it will save costs.

vi) The extractor and dryer for the bunker is \$5,000.00 a piece, so a total of \$10,000.00.

vii) Bunker gear will be \$3000-3200 a set: boots, coat, pants, and gloves. There are 3 that are expired now.

- viii) Rescue 1's alternator was replaced by the firefighters.
  - ix) Service trucks were placed at Central, Stations 5 and 7, which will help the PIAL rating.
  - x) A couple of ladders were found, so the FD only needs a couple instead of 4.
  - xi) The part for the Cascade system was purchased, and the technician is coming to fix it.
  - xii) There is a grant that is coming available to replace the 18-wheeler tanker that the Chief is going to apply for in the summer. Chief has an appointment to discuss this, and it is 100% replacement.
- e) **Kylie Shaw, Financial Report:**
- i) Payroll is 30% lower than last year 2021 currently.
  - ii) 96.6% of ad valorem taxes have been received.
  - iii) Training was not done in the past like it is now, so the payroll figures will be amended to match the training expense.
  - iv) Sick pay is higher than it was last year because of a couple of people being out for surgeries, etc.
  - v) The individual line items are for the board to see the breakdown, but for the audit, the total payroll numbers are what is important.
  - vi) The costs of fuel will have to be adjusted.
- f) **Motion to Approve and Pay Bills:** Bill Jones, 2<sup>nd</sup> Dan Cason. All in favor. Motion Carried.
- g) Next Meeting Date: Monday, April 11, 2022, at 10:00 a.m.
- h) **Motion to Adjourn:** Bob Harris, 2<sup>nd</sup> Shane Hubbard.

Minutes recorded by: Rachel Long