

**RED RIVER PARISHWIDE FIRE PROTECTION DISTRICT**  
**Board of Commissioners**  
**Regular Meeting Minutes**  
**Monday, April 11, 2022, at 10:00 a.m.**

**I. Call to order:** 10:00 a.m. by Bill Jones

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

**III. Invocation:** Bill Jones

**IV. Pledge of Allegiance:** All

**V. Motion to Approve Minutes for 03-14-22:** Bob Harris, 2<sup>nd</sup> Dan Cason. All in favor. Motion carried.

- a) Discussion was held to clarify these minutes and that any large PPE purchases need to be approved in the form of a motion by the Board regardless of what monies are remaining in the budget. In the case of an emergency, the Chief is expected to act as needed for the FD.

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

**VII. Old Business:**

- a) Radio Tower – Contact was made with John Paul. An update will be available at the meeting on May 9, 2022.
- b) **Motion to authorize the Chief to purchase up to 5 sets of bunker gear:** Bill Jones, 2<sup>nd</sup> Bob Harris. All in favor. Motion Carried.
- i) This motion is to clarify business discussed at the 3-14-2022 meeting. 1 set has been ordered, and 2 sets have been purchased with the Forestry Grant awarded in 2021 which is a 50% match grant.
- c) **Motion to authorize the Chief to purchase an extractor and dryer for a total of \$10,000.00:** Dan Cason, 2<sup>nd</sup> Mary Cobb. All in favor. Motion Carried.
- i) This motion is to clarify business discussed at the 3-14-2022 meeting. The extractor and dryer was ordered and the invoice was approved at this meeting.

**VIII. New Business:**

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

i) Grants –

- (1) The bunker gear to be ordered with the Forestry Grant was never ordered, so Chief contacted Bret Lane (Program Manager), who said to order the gear and provide them with all invoices once they are received and the 50% match money will be sent. This year's Forestry Grant is open now

and closed on July 1, 2022, and the reward will be around \$10,000-\$15,000, which will be used to purchase more gear.

- (2) AFG – Applied for \$650,000 grant, and \$75,000.00 of that amount was for gear. The awards for this grant will be announced in Fall of 2022. This grant is a 5% match.
- (3) FEMA grant – If awarded, will replace the tanker truck and ladders.

- ii) The extractor and dryer have been installed.
  - iii) The compressor is out on the Cascade system, and it must be rebuilt. The part has been ordered.
  - iv) Chief has a meeting with Dr. Coleman to become the medical director for EMR/EMS protocols for the Fire Department. The Chief, Randall Bradley, and Patrick Shob (sp) from Bossier City are trained to be able to teach the EMR class, which will be a 40-hour class. After this class, the FD will start running EMS calls. The EMT class will not start until January 2023. At the next meeting, Chief will have an update of the costs of this program.
- (1) Insurance covers \$1,000,000.00 per occurrence. If Dr. Coleman’s malpractice insurance increases, then the FD may have to cover that, but that will be discussed at the meeting.

- v) Juanice Gray is going to let Chief know something about the signs for the outlying stations.

b) **Kylie Shaw, Financial Report:**

- i) Everything is on schedule with payroll for the year.
- ii) The LWCC dividend is ~\$44,000.00.
- iii) The budget will have to be amended depending on the grants we receive.
- iv) **Motion to move \$10,130.00 for supplemental equipment (Extractor/Dryer) from PPE to Supplemental Equipment:** Shane Hubbard, 2<sup>nd</sup> Dan Cason. All in favor. Motion Carried.

- c) **Motion to Approve and Pay Bills:** The invoices were reviewed and approved individually without a motion for the bills to be approved and paid in globo.
- d) Next Meeting Date: Monday, May 9, 2022, at 10:00 a.m.
- e) **Motion to Adjourn:** Bob Harris, 2<sup>nd</sup> Shane Hubbard.

Minutes recorded by: Rachel Long