

**RED RIVER PARISHWIDE FIRE PROTECTION DISTRICT**  
**Board of Commissioners**  
**Regular Meeting Minutes**  
**Monday, May 9, 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, Jamary Jones, Shawn Beard, Dan Cason, Bob Harris, C. H. Smith, and Mary Cobb. Absent: Shane Hubbard.

**III. Invocation:** Shawn Beard

**IV. Pledge of Allegiance:** All

**V. Motion to Approve Minutes for 04-11-22:** Bill Jones, 2<sup>nd</sup> C. H. Smith. All in favor. Motion carried.

**VI. Motion to Expand the Agenda to Add Training / Certifications for Personnel:** Dan Cason, 2<sup>nd</sup> Bob Harris.

a) Roll Call: Bill Jones – yea; Jamary Jones – yea; Shawn Beard – yea; Dan Cason – yea; Bob Harris – yea; C. H. Smith – yea; Mary Cobb – yea. Absent – Shane Hubbard. All in favor. Motion Carried.

**VII. Motion to Approve Agenda:** Bob Harris, 2<sup>nd</sup> Jamary Jones. All in favor. Motion Carried.

**VIII. Old Business:**

a) Radio Tower – Ongoing discussion with John Paul.

**IX. New Business:**

a) **Training / Certification for Personnel:** Chief directed the Board to look at the current policy for each position at the FD, specifically Fire Fighter, Pre and Post Driver/ Operator and Pre and Post Captain. The driver operator class was given, and money was saved by doing it in house. There are six FFs without the certification. Then there are fire officers without Fire Instructor and Fire Officer 1. About five employees do not have EMR certification. These certifications are needed to be in compliance with PIAL.

i) The employees are given two chances to pass the test (written and practical) – if they do not, the State puts them on a 90-day suspension from retaking the test. After 90 days, they can retake the test. If failed again, then there is another 90-day suspension – so 4 opportunities to pass it in one year.

ii) The policy has been in effect since 2015, so Chief would like to discuss consequences for not passing the test. This is the second time the driver operator class has been given.

iii) They will have one year to pass this test and after the year, then there will be an action taken because some employees are being paid for certifications that they do not have. Employees that do not pass the test for their certification will receive a demotion and reduction in pay.

iv) The 12 months started from the date they completed the class.

- v) The Board understands and is in agreement with following the policy.
- b) **John Woodfin, Fire Chief's Report:**
  - (1) Engine 6 – The pump needs to be repaired, and we are getting an estimate.
  - (2) Dr. Coleman will be the medical director. All the paperwork has been submitted to the State, and we are waiting for approval. The State will come in and do a site review after that.
  - (3) The FD responding to EMS calls will be good for the District and improve response times. The FFs will not be released to run EMS calls until they have received the proper training and are ready.
- c) **Kylie Shaw, Financial Report:**
  - i) There is nothing significant to discuss.
  - ii) She is working with the auditor and providing them information to hopefully get this done soon.
  - iii) Fuel expenses will need to be adjusted towards the end of the year.
  - iv) **Motion to Approve the Financial Statement:** Bill Jones, 2<sup>nd</sup> Mary Cobb. All in favor. Motion Carried.
- d) **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.
- e) Next Meeting Date: Monday, June 13, 2022, at 10:00 a.m.
- f) **Motion to Adjourn:** Jamarly Jones, 2<sup>nd</sup> Bob Harris.

Minutes recorded by: Rachel Long