

RED RIVER PARISHWIDE FIRE PROTECTION DISTRICT
Board of Commissioners
Regular Meeting Minutes
Monday, August 8, 2022, at 10:00 a.m.

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

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

III. Invocation: Shawn Beard

IV. Pledge of Allegiance: All

V. Motion to Approve Minutes for 05-09-22, 06-13-22 (No Quorum) and 07-11-22 (No Quorum): Bill Jones, 2nd Bob Harris. All in favor. Motion carried.

VI. Motion to Approve Agenda: Bob Harris, 2nd Bill Jones. All in favor. Motion Carried.

VII. Old Business:

- a) Paul Lease - A copy of the lease on file at the Red River Parish Clerk of Court's office was reviewed by the Board. The execution dates will need to be compared to see which one is in effect. If the filed lease is in effect, then either party can terminate the lease. Bill Jones recused himself.

VIII. New Business:

- a) **Motion to Adopt BOC Resolution 2022-001 to Adopt the Current Millage Rate (4.01 mills):** Read aloud by Shawn Beard. Roll Call Vote: Bill Jones – yea, Jamary Jones – absent, Shawn Beard – yea, Dan Cason – yea, Shane Hubbard – absent, Bob Harris – yea, C. H. Smith – yea, and Mary Cobb – absent. 5 yeas. 3 absent. Motion Carried.
- b) **Motion to Adopt BOC Resolution 2022-002 to Adopt the Current Millage Rate (3.86 mills):** Read aloud by Shawn Beard. Roll Call Vote: Bill Jones – yea, Jamary Jones – absent, Shawn Beard – yea, Dan Cason – yea, Shane Hubbard – absent, Bob Harris – yea, C. H. Smith – yea, and Mary Cobb – absent. 5 yeas. 3 absent. Motion Carried.
- c) The deadline to apply to take the Fire Captain's test was August 3, 2022.
- d) **John Woodfin, Fire Chief's Report:**
 - (1) EMR class is ongoing and will be completed in September, 2022.
 - (2) The budgeted amounts for fuel and R&M – Trucks and Building will need to be increased.
 - (3) Six injectors need to be replaced on Tanker 3. The head gasket on the mini attack needs to be fixed. Brush 3 is throwing a code. Engine 6 needs the transfer case rebuilt. 300 gallons of fuel is

needed for the generator. New tires are also needed. The parts to rebuild the Cascade system are in and it will be approximately \$1800 to repair that.

- (4) The FD is waiting on four sets of bunker gear to send in the invoices and receipts to receive the forestry grant money (\$5,917.50). Radios were ordered last year and are listed as a communication expense; the Fire Chief would like for the District to get a recorder with the communication budgeted funds.
- (5) Three captains have resigned. A shift has 3 FFs, B shift has 4 FFs and C shift has 4 FFs. Staffing levels have been an issue.
- (6) After a lengthy discussion was held regarding part-time and full-time pay for the firefighters, there was a **Motion to Expand the Agenda to Make a Motion regarding Part-time Pay and Full-time Pay for the Firefighters:** Roll Call Vote: Bill Jones – yea, Jamary Jones – absent, Shawn Beard – yea, Dan Cason – yea, Shane Hubbard – absent, Bob Harris – yea, C. H. Smith – yea, and Mary Cobb – absent. 5 yeas. 3 absent. Motion Carried.
- (7) **Motion to Pay Full-time Firefighters Incentive Pay as follows: \$100.00 for EMT Certification per month, \$100.00 for Paramedic Certification per month, and \$25.00 per up to Four (4) IFSAC Certifications to include Public Educator Certification (up to \$100.00 per month) above their Required Certifications according to the Employee Handbook and to Pay Part-time Firefighters as follows: \$13.00 per hour with EMR Certification, \$14.00 per hour with EMT Certification, and \$15.00 per hour with Paramedic Certification to be Effective August 7, 2022:** C. H. Smith, 2nd Dan Cason. All in favor. Motion Carried.
- (8) **Motion to Pay Part-time Firefighters Holiday Pay of \$100.00 for the Following Holidays: New Years Day, Memorial Day, Fourth of July, Thanksgiving, and Christmas:** Bill Jones, 2nd Bob Harris. All in favor. Motion Carried.

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

- i) The budget will be amended at a later date.
- ii) The District is on track overall – the money has been spent slightly differently than originally budgeted. Expenses are at 45.39% on July 31, 2022.
- iii) The District will know the outcome of the \$650,000 grant in the fall.
- iv) The Fire Chief sent the forestry grant in, and the outcome should be in by September.
- v) The auditor came to last month's meeting, and during the audit work, the auditor informed Kylie the correct way to account for SSP, which is to be shown as an income and a payroll expense, to avoid a potential finding. The monies have to be accounted for even though the District does not ever receive or disburse the money. The auditor also informed Kylie that the pension expense that is withheld from the ad valorem taxes would have to be shown under general expenses instead of

only the net amount being accounted for under income. The pension expense goes to the State for multiple retirement funds.

- vi) The Louisiana Legislative Auditor's website will have the financial report for 2021. The website will also show what the pension expense to be withheld from the ad valorem taxes is expected to be.
- f) **Motion to Approve and Pay Bills:** Dan Cason, 2nd C. H. Smith. All in favor. Motion carried.
- g) Next Meeting Date: Monday, September 12, 2022, at 10:00 a.m. Shawn Beard asked the board to send 24-notice, if possible, by email to Rachel and himself if they could not be present. This is to prevent everyone from showing up when there will not be a quorum.
- h) **Motion to Adjourn:** Bob Harris, 2nd Bill Jones.

Minutes recorded by: Shawn Beard and written by: Rachel Long