



FIRE PROTECTION DISTRICT NO. 13
ST. TAMMANY PARISH
P.O. Box 2109

Tony Devillier
Vice-Chairman

Eryn Jones
Secretary

George Osbourn
Chairman

Mark Cortez
Commissioner

Lonnie Johnson
Fire Chief

COVINGTON, LA 70434
985-898-4913

Jorge Fernandez
Commissioner

Jeffery Stern
Commissioner

Meeting Minutes

The St. Tammany Parish Fire Protection District No. 13 Board of Commissioners met in regular session at **7:00 PM** on **July 19, 2023**, at the St. Tammany Fire Protection District No. 13 fire station located at 13053 Hwy 190 Covington, LA 70433.

7:01 PM the meeting was called to order by Chairman Osbourn

Roll call: Absent: Jorge Fernandez; Present: George Osbourn, Tony Devillier, Mark Cortez, and Jeffery Stern

Pledge of Allegiance

Invocation

Awards and Recognition: None

Minutes Review: Review and consideration of approval of the June 21, 2023, board meeting minutes, Mr. Devillier made a motion to approve minutes, seconded by Mr. Cortez, no further discussion, all in favor. (See attached).

Financial Report: Mr. Devillier reviewed the credit card report before the meeting and reported all in order. Eryn Jones discussed and reviewed the through June 30, 2023, financial report, and performance report with the Board. Chief Johnson pointed out in the financial report, that the server fee was incorrectly posted to line 30 "Hardware and Software" and will be moved to the correct line 29 "Server Fee". Mr. Cortez made a motion to adopt the financial reports, and credit card reports, seconded by Mr. DeVillier, no further comments or discussion, all in favor (see attached).

Old Business

1. Discussed the status of Station 134. The architect dropped off new drawings which Chief Johnson brought and shared with the board. Chief Johnson stated that they have a meeting with the Parish on Tuesday (July 25, 2023) at 10am to discuss engineering and drainage. A bid for the dirt work will be put out after Parish meeting and all permits have been approved.

New Business

1. 2023-012: BOC Resolution (Adopt 2022 LLA Audit). Mr. Cortez made a motion, second by Mr. Devillier, to adopt the resolution, no public comments, no further discussion, all in favor, motion passed.
2. 2023-013: BOC Resolution (Adopt 2022 LLA – AUP Audit). Mr. DeVillier made a motion, second by Mr. Cortez, to adopt the resolution, no public comments, no further discussion, all in favor, motion passed.
3. 2023-014: BOC Resolution (Approve Surplus Equipment & Act of Donation). Mr. Cortez made a motion, second by Mr. Devillier, to adopt the resolution, no public comments, no further discussion, all in favor, motion passed.
4. Additional comments from PMI – None.
5. Civil Service report – District Chief Ostendorf stated that all is good, no issues.
6. Training Report: TSO Michael Getscher reviewed the provided a written training report, see attached. He stated that they are on target and improved full-time staff training and hoping to make improvements to part-time staff training which is more difficult due to their work schedule being less consistent.
7. Fire Prevention: Advised that he is updating and completing Inspections and also mentioned additional training received and the inclusion of Parish fire prevention in Parish Code rewrite which they will be presenting at the Chief's meeting tomorrow (July 20, 2023).
8. Maintenance – Discussed a few repairs on the Ladder truck. On schedule for Deep South to pick up the Engine in July (in the next week or so) for remount start in August and completed before the year ends (about 3-4 months).
9. Fire Chief's Report: Reported 96 road and 35 medical responses along with one mutual aid request for June 2023. Chief Johnson also reported that Station 131's AC unit must be replaced (the current unit just went out and was around 14 years old). He stated that Station 131 also had the stairs painted as well as 8 CO detectors were installed.
10. New Board member was introduced (Mr. Jeffery Stern) as Mr. Norman Voelkel had to step down.



11. A motion to adjourn the meeting made by Mr. DeVillier and second by Mr. Cortez, all in favor, meeting adjourned at 7:41 p.m

Pending approval July 19, 2023