

**CENTRAL FIRE PROTECTION DISTRICT #4**  
**BOARD OF COMMISSIONERS MEETING**  
September 21, 2021

Minutes

**Roll Call**

Members Present:

Don Abadie  
Scott Browning  
Chuck Langlois, Secretary  
Kevin Rogers  
Ken Montgomery

Guests Present:

Stephen Branscum, Fire Chief  
Emily Clark, Secretary to the Fire Chief

**Opening Prayer**

**Item #1      Review and acceptance of minutes from the August 17<sup>th</sup> regular meeting.**

Kevin Rogers made a motion to accept the August 17<sup>th</sup> meeting minutes as presented. Scott Browning seconded. All members present approved the motion.

**Item #2      Review and acceptance of financial reports for the month of August.**

Scott Browning made a motion to accept the financial reports for the month of August. Chuck Langlois seconded. All members present approved the motion.

**Item #3      Discussion of CFD's Hurricane Ida response and consideration of administrative overtime costs.**

Chief Branscum discussed the total number of incidents run during and after Hurricane Ida. Gave the estimated total cost being submitted to FEMA for reimbursement including the amount for administrative overtime.

Kevin Rogers made a motion to approve payment to all administrative employees for overtime acquired during the disaster. Chuck Langlois seconded. All members present approved the motion.

**Item #4 Discussion of new Records Management Systems (RMS) programs and approval to enter contract to replace the current Firehouse RMS.**

Chief Branscum presented information on ESO and EPR Systems RMS programs. Price quotes for each system were presented and discussed.

Kevin Rogers made a motion to approve entering contract with EPR's Fireworks software for our record management system. Scott Browning seconded. All members present approved the motion.

**Item # 5 Administrative matters**

**FEMA CDL update**

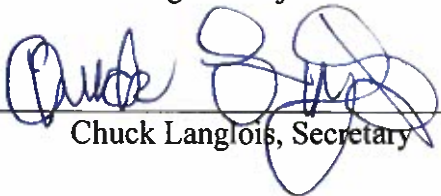
Chief Branscum advised that the closeout package had been mailed from us to the state for signatures.

**AEMT Update**

The AEMT equipment has been purchased and distributed to all medical bags for use.

**Motion to Adjourn**

There being no further business presented before this board Chuck Langlois made a motion to adjourn the meeting. Kevin Rogers seconded the motion. All members present approved motion. Meeting was adjourned.

  
\_\_\_\_\_  
Chuck Langlois, Secretary