

**CENTRAL FIRE PROTECTION DISTRICT #4  
BOARD OF COMMISSIONERS MEETING  
November 16, 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 September 21<sup>st</sup> regular meeting.**

Kevin Rogers made a motion to accept the September 21<sup>st</sup> meeting minutes as presented. Chuck Langlois seconded. All members present approved the motion.

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

Kevin Rogers made a motion to accept the financial reports for the month of September. Scott Browning seconded. All members present approved the motion.

**Item #3      Review and acceptance of financial reports for the month of October.**

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

**Item #4      Presentation and approval of proposed 2022 pay plan.**

Ken Montgomery made a motion to accept the proposed 2022 pay plan as presented. Scott Browning seconded. All members present approved the motion.

**Item #5      Presentation and review of proposed 2022 operating budget.**

Chief Branscum presented the proposed 2022 operating budget to the board members.

**Item #6      Approval of health insurance contribution rates for 2022**

Chief Branscum discussed the 2022 health premiums and proposed that the board keep the contribution rates set at the prior year's 65% employer / 35% employee split. Chuck Langlois made a motion to set the 2022 contribution rate at the 65/35 split for employer/employee. Kevin Rogers seconded. All members present approved the motion.

**Item # 7      Approval to declare Fire Safety house as surplus and set a reserve price to list on Municibid.**

Chief Branscum discussed the need to discontinue the use of Fire Safety house due to age and liability. Kevin Rogers made a motion to declare the Fire Safety house as surplus and to set the Municibid reserve price at \$5000.00. Chuck Langlois seconded. All members present approved the motion.

**Item #8      Administrative matters**

**CDL update**

Chief Branscum advised that Congressman Graves and others have worked and gotten our Community Disaster Loan forgiven. Those monies that were to be allocated to that repayment will be assigned to other capital items in the coming budget years.

**ARPA funding**

Chief Branscum discussed that EBR Parish received funds from the American Rescue Plan Act. Currently, the only Fire Department that has received any funding is the Baton Rouge Fire Department. The EBR Fire Chief's Association has met and each agency has submitted requests to be considered in the second round of funding anticipated in 2022.

**Recruit update**

All recruits are on the floor working, as of this meeting 3 have passed EMT testing. The others are scheduled to go test this week.

**AEMT Update**

With the EMS surge units gone, the wait times for an EMS unit are increasing again. Central Fire Department has run multiple calls that our AEMT have shown to be valuable with patient care while on scene while waiting for an EMS unit.

### **RMS Update**

The hard work of Assistant Chief Glover and several of the District Chiefs have made it possible that Central Fire Dept. is scheduled to go live with the new RMS (Record Management System) on December 1, 2021.

### **Motion to Adjourn**

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



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Chuck Langlois, Secretary