

**CENTRAL FIRE PROTECTION DISTRICT #4
BOARD OF COMMISSIONERS MEETING**

March 15, 2022@ 6:00pm

Minutes

Roll Call

Members Present:

Chuck Langlois, Secretary
Kevin Rogers
Scott Browning
Don Abadie Jr.

Guests Present:

Stephen Branscum, Fire Chief
Emily Clark

Opening Prayer

Item #1 Review and acceptance of minutes from the February 15th regular meeting.

Scott Browning made a motion to accept the February 15th meeting minutes as presented. Kevin Rogers seconded the motion. All members present approved the motion.

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

Kevin Rogers made a motion to accept the financial reports for the month of February. Chuck Langlois seconded the motion. All members present approved the motion.

Item #3 Presentation of the 2021 Annual Report

Chief Branscum discussed with all members present the highlights of year 2021.

Item #4 Review and approval of changes to the 2022 CFD Employee Manual.

Chuck Langlois made a motion to accept all changes to the CFD Employee Manual as presented by Chief Branscum. Scott Browning seconded the motion. All members present approved the motion.

The 2022 CFD Employee Manual will be distributed and reviewed with employees at upcoming in-house training. A PDF copy will be added to all station computer desktops.

Item #5

Administrative Matters

Update on 2021 financial audit

The process has been all online and verbal so far. Emily Clark has been uploading requested documents to their secure platform. The on-site visit is scheduled for March 28, 2022.

Update on fall election

The department has its 10 mil and 4.25 mil tax renewals coming up soon. Chief Branscum has reached out to Henry Olinde, Lawyer to see, if possible, to add these to the 2022 Fall election ballot.

Update of 2022 hiring

Chief Branscum announced that due to loss of employees for various reasons in 2021 he is actively seeking two individuals to hire. They would be sent to LSU Fire Training for rookie school. That school is set to begin on May 10, 2022.

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 adjourned.



Chuck Langlois, Secretary