

**FIRE PROTECTION DISTRICT #4
BOARD OF COMMISSIONERS
9760 Florida Blvd (Headquarters)
Walker, LA 70785**

January 18, 2021

Chairman Dugas called the Regular Meeting of the Board of Commissioners to order at 6:00 p.m. The invocation was given by Mr. Falks and the assembly recited the Pledge of Allegiance.

Chairman Dugas called the roll with the following members present: Mr. Joe Blanchard, Mr. Darren Blevins, Mr. Robert Dugas, Mr. Leslie Falks, and Mr. Jeff Easley. Chief James T. Wascom was present along with several LPFPD4 personnel. Mr. Trey Sanders and Mr. Yanez Morre were also present.

Chairman Dugas announced that public input would be accepted from any member of the audience wishing to address an agenda item. There being no public input, the Board moved on.

Mr. Blevins made the motion, seconded by Mr. Blanchard, to adopt the minutes of the Regular Board Meeting on December 21, 2020.

Ayes: Mr. Blanchard, Mr. Blevins, Mr. Dugas, Mr. Falks, Mr. Easley
Nays: None
Abstain: None
Absent: None

Due to James, Lambert, Riggs, & Associates, Inc. social distancing procedures they were not physically present. Audit Director Paul Riggs was contacted via speaker phone at 6:04 p.m. The related party representation, Louisiana Compliance Questionnaire (previously filled out and signed by Chief James T. Wascom, Board of Commissioners Secretary Tasha Killcrease, and Chairman Dugas), and copies of the overview Audit Procedures were given to the Board prior to the Board Meeting. Mr. Riggs discussed an overview of the Audit procedures including AUP procedures to come for the 2020 Audit. The conference call was ended at 6:12 p.m.

Board Secretary Tasha Killcrease read aloud resolution 21-001:

**RESOLUTION NO 21-001 OF THE BOARD OF COMMISSIONERS OF
LIVINGSTON PARISH FIRE PROTECTION DISTRICT NO. 4 APPROVING
LOUISIANA COMPLIANCE QUESTIONNAIRE**

WHEREAS, a quorum of the Board of Commissioners ("Board") of Livingston Parish Fire Protection District No. 4 ("District") was present on January 18, 2021 for a properly advertised, regular meeting;

WHEREAS, the Livingston Parish Fire Protection District No. 4 has hired the accounting firm of James, Lambert, Riggs, & Associates, Inc. to perform the 2020 financial audit; and

WHEREAS, the Legislative Auditor requires the Louisiana Compliance Questionnaire to be completed and signed as part of the audit submittal; and

WHEREAS, the required Louisiana Compliance Questionnaire as of December 31, 2020 and for the year then ended has been prepared and presented to the Board of the District for review and adoption,

BE IT RESOLVED, that the Livingston Parish Fire Protection District No. 4 Board of Commissioners convened in regular session on January 18, 2021, and hereby approves the Louisiana Compliance Questionnaire as part of the Legislative Auditor's requirement for completion of audits.

Mr. Easley made the motion, seconded by Mr. Falks, to approve the 2020 Louisiana Compliance Questionnaire by Resolution 21-001.

Ayes: Mr. Blanchard, Mr. Blevins, Mr. Dugas, Mr. Easley, Mr. Falks
Nays: None
Abstain: None
Absent: None

Chairman Dugas notified the Board of Mrs. Lisa Watts term as the College List Civil Service Board Member expires in January of 2021.

Mr. Blevins made the motion, seconded by Mr. Blanchard, to reappoint Mrs. Lisa Coburn Watts for another 3 year term as the College List Board Member on the Civil Service Board.

Ayes: Mr. Blanchard, Mr. Blevins, Mr. Dugas, Mr. Easley, Mr. Falks
Nays: None
Abstain: None
Absent: None

The tentative December 2020 Financial Report was reviewed with Trey Sanders from Hannis T. Bourgeois, LLP along with the Board Members. The Financial Report includes Balance Sheet for assets as well as liabilities and fund balance, Statement of Income, Budget to Actual, and General Fixed Assets.

There being no further new/old business, the Board moved on to the Chief's Reports.

Chief Wascom advised of a line item appropriation (20-945) in the amount of \$20,000 from Act 45 of 2020 Second Extraordinary Legislative Session to be designated to turnout gear. He also advised of a preliminary rating meeting this week.

Deputy Chief Jackson presented the response statistics for LPFPD4's total of 534 calls in December of 2020 and 6,036 calls in 2020 as well as an update on manpower. Training/Safety Officer Keesler Fly gave the training and safety report for 2020. Fire Prevention Officer Matt Gallman gave the fire prevention report for 2020.

Project Manager Yanez Morre, from Quality Engineering & Surveying, LLC, gave the Board an update on the progress of drawings/plans for Station 11, at this time the project is still on schedule to bid out in February.

There being no further Chief's report, the Board moved on to Commissioner's reports.

There being no further business before the board, Mr. Easley made the motion, seconded by Mr. Blevins to adjourn at 6:57 p.m.

Ayes: Mr. Blanchard, Mr. Blevins, Mr. Dugas, Mr. Falks, Mr. Easley
Nays: None
Abstain: None
Absent: None



Robert Dugas, Chairman