

Lafourche Ambulance District #1

17078 West Main Street, Cut Off, LA 70345

Meeting Minutes

January 17, 2023

The Board of Commissioners of Lafourche Ambulance District #1 (LAD#1) met in regular session on Tuesday, January 17, 2023 at 4:00 p.m. at its Administration Office located at 17078 West Main Street, Cut Off, LA 70345.

President Dean Savoie called the meeting to order and led the Pledge of Allegiance.

Roll was called: **Board members in attendance:** Dean Savoie, Kip Plaisance, N J Lefort, Brian Marts and Aaron Arabie. **Board members absent:** Reggie Pitre and Wayne Doucet.

Also present were: Administrator Michelle Pierce, Operations Manager Brady Daigle, Administrative Assistant Debra Guidry, Data Manager Lisa Tegart, and Paramedic Deeann Bergeron.

Comments from the Public: None

Meeting Minutes – Motion by Brian Marts to approve the December 13, 2022 LAD #1 regular board meeting minutes as written, second by Kip Plaisance. Unanimously approved.

President's Report – Dean Savoie

- A.** Recommendations from Human Resource Committee – Motion by N J Lefort to approve changes to Employee Policy Manual Page 2-Personal Appearance, Page 4-Smoking, Page 11-PRN Pool Staff, Page 22-Employee Contributions to Simple IRA, Page-23 Uniform Allowance, and Page 24-Annual Performance Evaluation as presented; second by Aaron Arabie. Unanimously approved.
- B.** Recommendations from Building, Grounds and Equipment Committee – Motion by N J Lefort, second by Kip Plaisance to purchase 3 new ambulance units. Unanimously approved.
- C.** Recommendations from Finance Committee - Motion by Kip Plaisance, second by Brian Marts to purchase 3 new ambulance units. Unanimously approved.
- D.** Purchase of Administrative Vehicle – Motion by N J Lefort, seconded by Kip Plaisance to develop bid specifications and put out for bid for mid-size SUV. Unanimously approved.

Administration & Financial Report – Administrator Michelle Pierce presented the December 2022 finance report on collections, run charges, fund balances, and millage collections.

Operations Report – Operations Manager Brady Daigle reported on statistics, monthly call volume, and unit maintenance. Window pricing for Cut Off Station is not been obtained as of this date, Business Office repairs is at approximately 85%. Reports on call statistics, call volume, response times, and medic alert devices were also presented. CPR equipment for training purposes needs to be updated for a cost of \$3,200 and tablet testing equipment for a cost of \$1,500.

Next Meeting Date: The next meeting of LAD #1 Board of Commissioners will be February 14, 2023, at 4 pm.

Guest Comments: None

Member Comments: None

Being no further business to come before the board, motion to adjourn by Kip Plaisance, second by Brian Marts. Unanimously approved. The meeting adjourned at 4:24 p.m.

/s/KIP PLAISANCE, JR.
Secretary

/s/MICHELLE PIERCE
Administrator