



FIRE CHIEF J.T. WALLACE, JR.

**BENTON FIRE DISTRICT 4**

**BOARD OF COMMISSIONARS MEETING**

**FEBRUARY 18, 2020 BOC MINUTES**

**TIME OF MEETING 3:00 PM**

Board Chairman, Johnny Barnette, called the regular scheduled public meeting of the Board of Commissioners to order. Tim Turner called roll as follows:

Board members **PRESENT** – Johnny Barnette, Jay Valentine, Stephanie Collier

Board members **ABSENT** – John Whittington, Jason McGinty

Others present for the board meeting were Fire Chief JT Wallace, Tim Turner, Hurmon Gibson, and Jacob Maddox. The meeting was held in the Board Room of the Bossier Parish EMS and Fire Complex, 5275 Swan Lake Road, Bossier City, Louisiana. The invocation was given by Jay Valentine.

**OATH OF OFFICE**

- *John Whittington – Absent*

**APPROVAL OF MINUTES FOR THE JANUARY 21, 2020 BOARD MEETING**

- *January 21, 2020 BOC Minutes questions/discussion: -----NONE*

**MOTION** was made by JAY VALENTINE and seconded by STEPHANIE COLLIER to accept the written minutes for the board meeting held on January 21, 2020. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

**APPROVAL OF FINANCIALS AS OF FEBRUARY 14, 2020**

- *Questions/Discussion about Financials through February 14, 2020: ----- NONE*

**MOTION** was made by STEPHANIE COLLIER and seconded by JAY VALENTINE to approve the written Financial Reports as of February 14, 2020. The Chairman called for public comment; there being none, vote was taken and the motion carried unanimously.

**OLD BUSINESS**

**BOARD MEMBER APPOINTMENTS**

- *Tabled until March board meeting*



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### **NEW BUSINESS**

#### **APPROVE LOUISIANA COMPLIANCE QUESTIONNAIRE (AUDITOR)**

- *Questions/Discussion about questionnaire: Chief Turner informed board that it is the same questionnaire that is completed each year for the auditor.*

**MOTION** was made by JAY VALENTINE and seconded by STEPHANIE COLLIER to approve and for the chairman to sign the compliance questionnaire for the audit. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

#### **APPROVE INTERNAL/CIVIL SERVICE PERSONNEL ACTION FORM(S)**

- *Questions/Discussion about PA forms: A copy of personnel action form(s) were made available to all board members for review.*

**MOTION** was made by STEPHANIE COLLIER and seconded by JAY VALENTINE to approve and for the chairman to sign the personnel action form(s). The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.

### **ADJOURNMENT**

- *Chairman Johnny Barnette asked the board if any other business or topics needed to be discussed.*
  - *Mr. Valentine asked when the construction on the new EMS building will be completed. Chief Wallace stated that construction is scheduled to be completed in April, weather permitting.*
  - *Chief Wallace also gave update on the call volume totals for last year stating that call volume increased about eight percent from the previous year.*
- *Chairman Barnette called for a motion to adjourn.*

**MOTION** was made by JAY VALENTINE and seconded by STEPHANIE COLLIER to adjourn. The Chairman called for public comment. There being none, vote was taken and the motion carried unanimously.