

Board of Commissioners Meeting Minutes

Date: September 17, 2025
Time: 11:00 am
Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 11:04am.

A roll call was ordered by the Chairman, report as follows:

Present: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent:

A quorum was present.

Other Attendees: Sean Spanel, Ben Tsang, Stephanie Torres, Athena Walker, George Bonnett, JP Taylor, Jacob Boudreaux, Wynn Williams

1. Consider Approval of August 2025 Regular Meeting Minutes

Motion: A motion was made by Merrick Tassin to approve August 2025 Regular Meeting Minutes

Support: Sammy O'Keefe

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

2. Consider Approval of August 2025 Finance Committee Meeting Minutes

Motion: A motion was made by Merrick Tassin to approve August 2025 Finance Committee Meeting Minutes

Support: Susanne Core

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

3. Consider Approval of August 2025 Financial Statements

Motion: A motion was made by Merrick Tassin to approve August 2025 Financial Statements.

Support: Jeanne Hutchison

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

4. Review, Discuss and Consider Approval of a Contract Extension with Hancock-Whitney Bank

Wynn Williams from Hancock Whitney Banks offers the Board the information for the contract extension.

Motion: A motion was made by Merrick Tassin to approve the contract extension for Hancock Whitney Bank.

ROLL CALL

Support: Jeanne Hutchison

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

John Evans suggests sending out an RFQ for banking in 2026.

General discussion.

Chairman asked for any further discussion or public comment, no response.

Wynn Williams out at 11:09am

5. Resolution 25-0917-01: Remove Rodney Hart from Banking and Treasury

Motion: A motion was made by Martha Cazaubon to remove Rodney Hart from Banking and Treasury

ROLL CALL

Support: Jeanne Hutchison

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

6. Public Education Report

Athena Walker provides the Board with Public Education updates.

- Public and Private School Presentations
- Driver's Education
- Girl/Guy Talk with St. Tammany Parish Hospital
- Monster Mash in October 2025

Merrick Tassin asks Athena Walker if the district provides private training for CPR.

Athena Walker replies that what is taught during her presentations are minimal on life saving techniques. The focus of the classes is teaching to call 911 for medical emergencies.

7. Directors Report

Sean Spansel presented the August 2025 PSAP Call Statistics: 9,120 total 911 calls. All agencies met the 90% under 15 seconds. All agencies met requirements for 95% of calls answered in 20 seconds or less.

Sean Spansel gives the Board an update on the Annex. The structure started going up on Monday and should be completed by Friday. Construction will continue with the drainage and fiber installation. The sewage and water plant timing is being worked on. The wall has been cut to access the area for the sewage and water.

Sean Spansel asks the Board to consider keeping 4 vehicles for district use. The Executive Director and Deputy Director have vehicles, the truck will be used as a maintenance vehicle strictly and the fourth vehicle will be used as a pool vehicle.

John Evans asked if the new vehicle was included in this year's budget.

Sean Spansel replied yes. The budgeted amount was \$42,000.00 and the new vehicle purchase price was \$39,099.00.

John Evans asks what Sean Spansel expects to get out of the vehicle as far as time.

Sean Spansel replies 5 years or 100,000 miles but, this vehicle we should be able to get 2 more years out of it.

Motion: A motion was made by Sammy O'Keefe to approve keeping 4 vehicles at the District.

ROLL CALL

Support: Richard Bowman

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

Sean Spansel thanks Jeanne Hutchison for attending the construction meetings.

St. Tammany Parish Communications District

28911 Krentel Rd.

Lacombe, LA 70445

Telephone: 985-898-4911 Facsimile: 985-898-4974 Website: www.stp911.org

8. Fire QA Report

Jacob Boudreaux presents the August 2025 Fire District 1 Call Statistics. Calls answered under 10 seconds was 99.13% and calls answered under 20 seconds was 99.97%. Total 9-1-1 calls answered was 2,236. The call answer times were acceptable by PIAL/NFPA standards.

Athena Walker out at 11:23am

Martha Cazaubon asks if the Board wanted her to continue seeking the St. Tammany Parish Government Counsel approval on the stipend.

John Evans replies yes.

General discussion.

9. Adjournment

Motion: A motion was made by Susanne Core at 11:25 am to adjourn.

Support: Sammy O'Keefe

Ayes: John Evans, Merrick Tassin, Martha Cazaubon, Susanne Core, Jeanne Hutchison, Richard Bowman, Sammy O'Keefe

Absent: 0

Nays: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.