

**CADDO PARISH FIRE DISTRICT FIVE  
REGULAR BOARD MEETING  
MONDAY  
NOVEMBER 15, 2021  
MINUTES**

Board members present: David Winkler (Chairman), Wayne Woodruff, John Lorick, Kyle Dill, Dr. Jake Majors  
Board member(s) absent: Lennis Elston (Sec./Treas.)  
Caddo Parish Commissioners present: 0  
Fire district staff present: Chief Harris, Cindy Alexander, Rebekah Hall, Steve Webb, Jonathan Craig,  
Professional staff present: Gary McCollister (Accountant) Agee & Agee, Josh Chevallier (Attorney)

**OPENING:**

- Opening by Mr. Winkler
- Prayer by Mr. Woodruff

**ROLL CALL:** Cindy Alexander

- Motion made by Mr. Dill to approve September 2021 minutes. Seconded by Mr. Woodruff, All in favor.

**FINANCIAL REPORT**

- Motion made by Mr. Lorick to approve the October financial report. Seconded by Mr. Dill, All in favor.
- Motion made by Mr. Lorick to approve Red River to draft monthly payment for the Visa card. Administration will still follow the procedures set in place when the account was opened. Receipts and statement will be approved by Fire Chief and Mr. Winkler.

**CHIEF'S REPORT**

23 transports in October. Hose testing is complete and pump testing will be completed this week. Reported on the trench rescue and the need for some more equipment which led to the motion in new business using some of the surplus in the 2021 budget.

**OLD BUSINESS**

The Year-to-date Transport report was presented to the Board.  
No pending litigation at this time.

Josh Chevallier, Attorney updated the Board on the balance of Service Fees collected in error. The unclaimed money with known tax payers that have not cashed checks will be turned over to the State unclaimed property. The balance in the escrow account with Bradley, Murchison, Kelly, & Shea Law Firm will be returned to Caddo Fire District 5 by check.

**NEW BUSINESS**

- Motion made by Mr. Lorick to purchase the additional rope and extrication equipment needed not to exceed \$10,126.04 as per quote provided. Seconded by Mr. Woodruff. All in Favor.
- Motion made by Mr. Lorick to purchase exercise equipment for Station 2 not to exceed \$3,026.00 as per quote provided. Seconded by Mr. Woodruff. All in Favor.
- Motion made by Mr. Winkler to confirm the Hiring Committee's selection for new Fire Chief Darrell Braniff. Seconded by Mr. Woodruff. All in Favor.

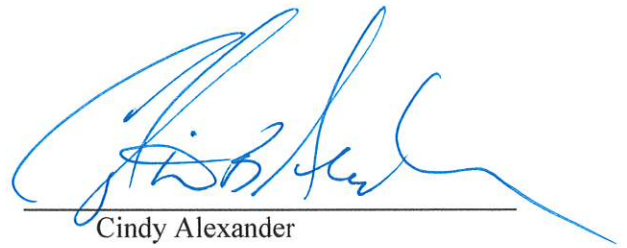
Preliminary Budget for 2022 was reviewed. The proposal for the Multi- Story Training Facility was accepted to place in the 2022 budget at \$425,000.00 but will be placed out for bids. Approximately \$359,000.00 would be pulled out of Unrestricted Surplus funds and the balance from 2021 Surplus.

**ADJOURN**

•Motion made by Dr. Majors to adjourn, All in favor.

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Mrs. Lennis S. Elston  
Secretary/Treas.



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Cindy Alexander  
Recording Secretary

**Supplemental Documents**

September 2021 minutes

October 2021 Financials

Incident Report

Transport Report

2022 Preliminary Budget

Quote for exercise equipment for Station 2

Quote for additional ropes and extrication equipment

Proposal and quote for Multi-Story Training Facility