

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of July 13, 2021

A properly advertised Washington Parish Communications District Board meeting was held on July 13, 2021 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mrs. Cynthia August	Secretary
	Mr. Danny Harris	
	Mr. Olander Smith	

Members absent were:	Mr. Gary Fenner	Treasurer
	Ms. Sarah Burris	

Others present were:	Joanna Thomas	Director
	Dan Foil	Attorney

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Ms. August opened with prayer.

ROLL CALL OF BOARD MEMBERS

Mrs. Thomas called the roll. The results of that roll call are recorded above.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the June, 2021, meeting. The minutes were mailed out to each member prior to this meeting. Ms. August made the motion to dispense with the reading of the June, 2021, meeting minutes. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the June, 2021, meeting minutes. Mr. Harris made the motion to approve the June, 2021, meeting minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

DIRECTOR'S REPORT

This office has been active during the month of June with both the normal daily operational issues of the office plus supporting our special projects.

Daily Operational Issues

All PSAP are up a running with our new 911 system no major issues to report at this time.

For the month of June we issued 32 new addresses they were:

Franklinton	16
Mt. Hermon	06
Pine	01
Angie	02
Bogalusa	06
Varnado	01
Total	32

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. All the financials have been taken to Minda for the audit.

Mrs. Moore continues to do the addressing and both Ms Moore and MS Jones continuing to work on map updates on a daily basis.

Special Projects

1. The new map data field collection system is now close to operational. There are a few more details left to complete.

The following software upgrades have been completed. Dispatcher training is scheduled for July 27 and 28.

- Solacom Dispatch
- GeoComm Dispatch Map
- Rave School Panic Button

2. The Hyper-Reach campaign to encourage additional citizens to sign up to receive emergency notification messages has been completed. An additional 325 people have signed up.

These have been an interesting and productive month for our office. I would like to thank the board for their support and inputs.

Mr. Coleman called for any questions concerning the Director's Report. Hearing none, Mr. Coleman called for a motion to accept and approve the Director's report. Ms. August made the motion to accept and approve the Director's Report as given. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 157 new users with 213 page hits in June. Foreign users were from China.

Special Projects

- Android tablets for field address data collection and GPS equipment are operational. Vehicle mounts received and scheduled for installation.
- Weekly review of ongoing technical issues continue.

Other Business

- The next Emergency Services Advisory Committee is scheduled for August 4th.

2021 Projects

Capital

Fire Alarm Control Replacement		\$ 10,000 (Scheduled for 7/20)
Preliminary Design of Building Expansion		\$ 19,000 (completed)
Android Tablets (2)		\$ 1,400 (completed)
Trimble R1 GPS Units (2)		\$ 4,600 (completed)
In Building WiFi		\$ 3,000 (completed)

Non Capital

Tower Inspection and Adjustments		\$ 18,000 (quote request being done)
SMART911		\$ 5,250 (Sched. For July 27/28)
Transition to New Mapping Software		\$ 4,000 (scheduled for July)
Replacement Radio Amplifier		\$ 3,000
Replacement Cellular Amplifier for 4G		\$ 1,000

Future Projects

Building Expansion, Bunking and Feeding Safe Room		\$ 1,500,000 (Grant)
Franklinton Bunker		\$ 500,000
Security Fencing		\$ 170,000
Replace 25 Year Old Vehicle		\$ 32,000
Replace 8 year old Audio Visual System		\$ 130,000
Replace 8 year old Telephone System		\$ 50,000

Mr. Coleman called for any questions concerning the Chairman's Report. Hearing none, Mr. Coleman called for a motion to accept and approve the Chairman's report. Mr. Smith made the motion to accept and approve the Chairman's Report as given. Mr. Harris seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Coleman reviewed the June, 2021, financial statements, the income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2021 budget, and the 911 funds statement with cash disbursements.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the June, 2021, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2021 budget, and the 911 funds statement with cash disbursements.

Mr. Stogner made the motion to accept and approve the Treasurer's report, the June, 2021, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2021 budget, and the 911 funds statement with cash disbursements. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Ms. August made the motion to renew our VFIS (Volunteer Firemen's Insurance Services) coverage through the Moore and Jenkins Agency for the 2021-2022 time period. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

Mr. Harris made the motion to renew our GIS map data maintenance services agreement for the 2021-2022 time period at a cost of \$ 8,076.. Ms. August seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Harris made the motion to adjourn. Mr. Stogner seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 7:00 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____ Mrs. Cynthia August, Secretary