

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 1, 2021

A properly advertised Washington Parish Communications District Board meeting was held on June 1, 2021 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Ms. Sarah Burris	
	Mr. Danny Harris	
	Mr. Olander Smith	

Members absent were:	Mr. Gary Fenner	Treasurer
	Mrs. Cynthia August	Secretary

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 May, 2021, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Stogner made the motion to dispense with the reading of the May, 2021, meeting minutes. Ms. Burris seconded the motion. Motion passed by a unanimous vote.

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

DIRECTOR'S REPORT

This office has been active during the month of May 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 May we issued 26 new addresses they were:

Franklinton	12
Bogalusa	02
Mt. Hermon	01
Pine	07
Angie	02
Varnado	02
Total	26

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data.

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 project to prepare our equipment to utilize the new map data field collection system is still under way.

The following software upgrades are scheduled for mid-June:

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

2. In order to be prepared for the start of hurricane season we are working with Hyper-Reach to encourage additional citizens to sign up to receive emergency notification messages.

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. Mr. Smith made the motion to accept and approve the Director's Report as given. Ms. Burris seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 183 new users with 231 page hits in May. Foreign users were from Korea, Ukraine, and Russia

Special Projects

- The replacement GPS equipment has been delivered. Android tablets for field address data collection have been delivered.
- Weekly review of ongoing technical issues continue.

Other Business

- The next Emergency Services Advisory Committee is scheduled for June 2th.

2021 Projects

Capital

Fire Alarm Control Replacement		\$ 10,000 (Major work completed)
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 June)
Transition to New Mapping Software		\$ 4,000 (scheduled for June)
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. Harris made the motion to accept and approve the Chairman's Report as given. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Coleman reviewed the May, 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 May, 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. Harris made the motion to accept and approve the Treasurer's report, the May, 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

There was no additional business.

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