

**WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes for November 02, 2005**

A regularly scheduled and properly and advertised Washington Parish Communications District Board meeting was held on November 02, 2005 at the E-911 Planning Office located at 805 Pearl Street.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mr. Gary Fenner	Treasurer
	Mr. Jason Verret	
	Mr. Mike Miller	
	Mr. Joshua Bridges	

Members absent were:	Mrs. Cynthia August	Secretary
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Others present were:	Mr. Kenney Gatewood	Attorney
	Mrs. Joanna Thomas	Manager

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Mr. Fenner opened with prayer and the pledge of allegiance to the flag of the United States.

ROLL CALL OF BOARD MEMBERS

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

READING OF THE MINUTES

Chairman Coleman called for a motion to dispense with the reading of the minutes of October 01, 2005, since they were mailed out to each member prior to this meeting. Mr. Verret made the motion to dispense with the reading of the minutes. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

Chairman Coleman asked if there were any deletions, corrections, or additions to be made to the minutes for October 01, 2005. Mr. Stogner made the motion to accept and approve the minutes for October 01, 2005. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

PSAP equipment is working well with no issues as of this date. All hurricane related issues have been corrected. Costs for these hurricane related repairs have been submitted to FEMA, through Parish government, for payment.

Due to the number of non-emergency phone calls that the PSAP's are receiving, we will be installing an information announcement machine that will inform the caller of the different police department's administrative telephone numbers. This will help to free up the emergency lines. The dispatcher will be able to transfer the caller to the announcement machine if the call is non-emergent and they are busy with their other duties.

Due to cell phone system damage, Cingular 9-1-1 calls are still being routed to the police department administrative telephones. Verizon, Centennial, Nextel, and Sprint calls are being routed through our CML equipment. Calls with Phase 2 information are few and far between, and cell tower re-testing will be required in the future.

Ms. Marco continues to make progress in the areas of addressing and mapping procedures, addressing, and streaming the roads in the Parish outside of Bogalusa and Franklinton.

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

We gave out a total of 57 new addresses in the Parish during October. This is a 40 percent increase from last month. Location of these addresses were :

Franklinton	29
Mt. Hermon	07
Pine	08
Bogalusa	08
Angie	05
Total	57

The large map printer from Hewlett Packard has been ordered. This will allow us to print large, wall sized maps and aerial photographs. The printer will be located outside of the copier room next to the wall by the large maps. The network connection is already being installed.

GeoComm has just received the aerial photography and reports that they are impressed with the quality and clarity of the photographs. They will be getting the files back down to us by the first of next week. This photography was done by FEMA at no cost to us. A commercial company would normally charge \$ 90,000 for this work.

This has been an interesting and productive month for our office. I would like to thank the board for their support and inputs. I am happy and thankful that we are all back and we are safe.

Chairman Coleman called for any questions concerning the Manager's Report. Hearing none, Chairman Coleman called for a motion to accept the Manager's Report. Mr. Bridges made the motion to accept and approve the Manager's Report. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

PSAP Equipment

Since all CML equipment is installed, present efforts have been directed toward tuning and optimizing it for maximum performance. As Mrs. Thomas has reported, our equipment is working normally on the calls that are routed to it. Cingular cell phone calls are being routed to the PSAP administrative numbers.

Mapping and Addresses

Map Development

Projected completion date must be extended due to the impact of the hurricane. Subsequent to the hurricane, GIS Corps, a volunteer group of GIS professionals who support agencies during natural disasters at no cost, has been working with us to improve the appearance of our road labels on our new, yet to be published, map. Their work has been completed.

I suggest that the board authorize a letter of appreciation in the name of the district to Sarah Zapolsky for her volunteer work.

Phase 2 Wireless Implementation

The wireless Phase 2 implementation team will have to retest all towers in the parish for accuracy after the cell carriers return their systems to normal.

Dispatcher Mapping

The dispatcher mapping system, working in conjunction with our Phase 2 wireless implementation, continues to work well without any problems. The new aerial photography will be utilized by this system when the map development project is completed.

Public 911 Education

Our 911 web site continues to be updated and has been visited by 127 new users with 372 page hits. Information on our web site was being utilized by the public

in an effort to establish communication with relatives in Washington Parish. Our new maps, in pre-release form, are now posted on the web site for public use.

Other Issues

Unified CAD System for Washington Parish

The Unified CAD system project is still on hold. Hurricane related priorities at the Louisiana Office of Homeland Security, will further delay their review of the Mississippi Automated System Project (MASP).

WPCD's Basic Communications Center for Washington Parish

Based on the events surrounding Hurricane Katrina, a request to Congress for \$ 4.8 million has been submitted to Senator Vitter and Senator Landrieu and the request subsequently became part of Senate Bill S.1765. As of this date, there has been no inclusion of this funding in approved legislation. If it is not included in the present review of \$ 17 billion rededication of presently approved FEMA funding due to be voted on by Thanksgiving, it will most probably have to wait until May 2006, for inclusion in the 2007 budget.

In an attempt to further develop support for this initiative, I have maintained communications with state and national 9-1-1 organizations and individuals plus our elected officials in numerous meetings, emails, and phone calls. As of yet, this appears not to have been successful.

If by Thanksgiving we have not gotten any positive feedback for immediate funding, I suggest that we begin the design process of our "Phase 1" building, in order to maintain our goal of being in a new building by the end of next year. I will therefore attempt to have an architectural and engineering contract available for review at our December meeting from Richard Lambert and Associates. Richard Lambert and Associates was chosen by the Architectural Committee at our last meeting to serve as the District's architect. This review of alternative firms and the subsequent decision by the committee was in response to an approved motion to do so by the board at the October meeting.

In order to facilitate the financing process independent from the Congressional appropriations route, I have scheduled meetings with the following agencies:

Carol M. Newton
Public Facilities Program Manager
State of Louisiana/Division of Administration
Office of Community Development
P.O. Box 94095, Baton Rouge, LA 70804-9095
Phone: 225/342-7412 Fax: 225/342-1947
Email: carol.newton@la.gov

Bruce P. Bordelon
Community Programs Specialist
USDA Rural Development
805 West Oak St.
Amite, La. 70422
985-748-8751 Ext 6
985-748-4049 Fax.

James R. Ryan
Government Consultants, Inc
16835 Shady Arbor Lane
Baton Rouge, LA 70817

A report of these meetings will be given at the December meeting.

In addition, as discussed at our previous meeting, I have requested a price from Weyerhaeuser Corp. to obtain approximately five additional acres of property, as per the attached memo. Based on observations during the Katrina response, it takes a minimum of eight (8) acres of land to properly manage and stage a Parish wide response from an Emergency Operations Center combined with the needs of an antenna system.

Lastly, depending on the progress of securing the Congressional appropriations, it may be beneficial to engage a professional Washington lobbying firm to present our needs to the appropriate congressional members in Washington. I will present alternatives for this effort and a proposed strategy to be ultimately successful in our efforts at our next meeting.

Road Addressing

As mentioned at the last meeting, certain addressing issues require the development of certain procedures, which both Parish government and us can agree to. We are still in the process of developing an ordinance to address these issues for consideration by parish government.

By-Laws

As you may remember from our previous meeting, the District By Laws were approved on a preliminary basis at our July meeting. Final review by legal counsel is ongoing.

Conclusions

The recent events surrounding the Katrina emergency are still affecting our citizens and our 9-1-1 system. It may take several more months to resolve the cell phone related issues.

With immediate communications center funding appearing to be unlikely, we must regain our momentum in achieving that which is possible, a Phase 1 Basic facility, by the end of next year I believe that a review of this project and a commitment to an acceptable path forward can be put in place at our next meeting.

I would like to thank both the board, Mrs. Thomas and her staff for their hard work on the many complex challenges currently facing us.

After asking for questions and hearing none, Chairman Coleman then called for a motion to accept the Chairman's Report. Mr. Verret made the motion to accept and approve the Chairman's Report. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Fenner then reviewed the financial statements beginning with the balance sheet, both assets and liabilities. He then reviewed the income and budget statements. Next, he reviewed the check registration, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. Mr. Fenner also discussed the revision and update of the 2005 budget . An additional budget review will be done at the next meeting.

Chairman Coleman called for a motion to accept and approve the treasurer's report, the financial statements, and the checklist. Mr. Bridges made the motion to accept and approve the financial statements and the checklist and the comparison of actual spending compared to the 2005 revised budget. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

NEW AND OLD BUSINESS

Chairman Coleman also discussed the date for our annual Christmas dinner. Mr. Stogner said he and Mrs. Stogner would like to have it at their home again this year.

Mr. Fenner made the motion to have our Christmas dinner at Mr. Stogner's home with the date pending. Mr. Bridges seconded the motion. Motion passed by unanimous vote.

Chairman Coleman called for a motion to send a thank you letter to the GIS professional that helped with the map. Mr. Bridges made the motion to send the letter. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mr. Verret commented on the fact that Chairman Coleman was the source of the only communications via HAM radio that Washington Parish had during the storm. He took his personal antenna down and put it up at the OEP to communicate with the outside world during this time. We are very thankful to have Mr. Coleman working with our Parish and us.

Chairman Coleman stated that Mike Varnado from the Washington Parish Coroner's Office requested the use of the end bay of our building, which was previously used as the office for the Franklinton Fire Department. In turn, they will wash the 911 cars and clean the office on a weekly basis in place of rent and utilities.

Mr. Fenner made the motion to let the Coroner's office use the space if such is approved so by the Town of Franklinton and to enter into an inter-agency agreement with the Coroner's office. Mr. Stogner seconded the motion. Motion passed by a seven for and one against vote.

PUBLIC COMMENTS

There were no public comments.

COMMITTEE REPORTS

There were no committee reports.

Chairman Coleman called for any additional comments or questions from the members of the board. Hearing no other questions or additional comments. Mr. Miller made the motion to adjourn the Board meeting. Mr. Fenner seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 6:45 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____
Mrs. Cynthia August, Secretary