

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of May 02, 2006

A regularly scheduled and properly and advertised Washington Parish Communications District Board meeting was held on May 02, 2006 at the E-911 Planning Office located at 805 Pearl Street, Franklinton, Louisiana.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
Members absent were:	Mr. Mike Stogner	Vice-Chairman
	Mrs. Cynthia August	Secretary
	Mr. Joshua Bridges	
	Mr. Mike Miller	
	Mr. Jason Verret	
Others present were:	Mr. Kenney Gatewood	Attorney
	Mrs. Joanna Thomas	Manager
	Mr. Jimmy Creel	WPSO
	Mr. James Ryan	Government Consultants, Inc.

ROLL CALL OF BOARD MEMBERS

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

Chairman Coleman was unable to call the meeting to order since there was not a quorum present to conduct business. The Manager's Report, Chairman's Report and the Treasurer's Report were made available to those present and will be presented for approval on at the next meeting.

No official business of the District was conducted. The three reports mentioned above are made a part of these minutes.

MANAGER'S REPORT

Daily Operational Issues

PSAP equipment is working well, with no issues to report. There have been no equipment failures during the past month.

Ms. Marco continues to make progress in the areas of procedures, addressing, and streaming new roads in the Parish outside of Bogalusa and Franklinton. Also, all new structures are

now being given GPS coordinates. Map updates are being sent to GeoComm as quickly as possible.

We gave out a total of 67 new addresses in the Parish during April. Location of these addresses was:

Franklinton	52
Mt. Hermon	05
Pine	01
Bogalusa	08
Varnado	00
Angie	01
Total	67

Of this total, three of the addresses were FEMA trailers.

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

Special Projects

The GeoComm maps and mapping software upgrades continue to be utilized without any problems. This completes the initial portion of the project. Changes and updates to the maps are now being submitted to GeoComm as part of our ongoing map maintenance agreement.

Architectural programming meetings have been continuing with Mr. McCloskey of Lambert Consulting. Additional meetings are planned, including one this coming Friday. The preliminary drawing and building cost estimate is scheduled to be completed this month.

I also attended a Grant Writing Workshop at Southeastern University on April 20th. The information received may be helpful in our efforts to receive funding for our communications center project.

The revised 9-1-1 system emergency routing information has been received from Bell South. This information will be checked and placed in our emergency plan book.

Chairman Coleman called for any questions concerning the Manager's Report. No decision was made at this time.

CHAIRMAN'S REPORT

I'm happy to report that the progress of the Commission has been excellent over the past month and that the day to day issues of the Commission have been effectively handled in the office.

PSAP Equipment

As Mrs. Thomas has reported, there are no PSAP operational issues.

Map Development

As Mrs. Thomas reported the revised mapping software continues to operate appropriately. Final bills have been received, and this part of the project will be closed out.

Jimmy Creel of the Sheriff's office reported at our last meeting that WPSO response times have been improved due to the ability of the dispatcher to quickly locate the 9-1-1 caller.

Phase 2 Wireless Implementation

Wireless Phase 2 retesting for Cingular and Verizon is currently waiting for scheduling by the carriers. We have just been notified that Nextel will be installing a cell site in Bogalusa.

Public 911 Education

Our 911 web site continues to be updated and has been visited by 261 new users with 838 page hits.

WPCD's Basic Communications Center for Washington Parish

We continue to aggressively pursuing our goal of obtaining funding for the Communications Center but have no commitments as of yet for funds to build the Phase 2 building. The construction of a Phase 1 facility continues to be our most viable option.

Additional Land Acquisition for Communications Center

The paperwork for our acquisition of the additional six acres of property will be ready for signing in approximately two weeks and I will follow through with this as per the board's decision at our last meeting.

Weyerhaeuser has informed us that the timber on Dollar Road is scheduled to be cut during the month of June. Temple Inland forestry personnel have examined our property and estimated that the timber value is between \$1,000 to \$1,500 an acre. Since the sale of publicly owned assets (timber) requires a public bid, I will begin this process and the results of the bids be made available to the Board for its consideration at our next meeting.

Unified CAD System for Washington Parish

The new CAD system software has been installed at the Washington Parish Sheriff's Office and is working well. Dan Foil has given us permission to view this new system tonight after our meeting if anyone would like to do so.

Other Issues

The issue of emergency response times has become a front burner issue at recent Parish Council and Bogalusa City Council meetings. This issue is one appropriately addressed by the appropriate governmental council since our agency does not employ, train, or supervise dispatchers nor sets their standard operating procedures.

We may, however, be asked to supply information on how the system works and if any additional equipment could be added to assist the law enforcement dispatchers in knowing where emergency responders are located. Accordingly, I have asked Geo-Comm to provide information on their vehicle tracking system, and will report on such at our next board meeting.

Conclusions

The recent events surrounding the Katrina emergency are still affecting our citizens and our 9-1-1 system. The challenges of fine tuning and improving our system continues.

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.

Chairman Coleman asked for any questions or comments.

TREASURER'S REPORT

Mr. Fenner reviewed the financial statements beginning with the balance sheet in which we have increased our equipment by \$ 15,000.00 when we purchased the CAD system for the Sheriff's Department.

Mr. Fenner then reviewed our assets and liabilities. He also reviewed the income and budget statements in which we are within \$1,000 of our budget for the year to date. Lastly, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements.

Mr. Fenner also stated that we are over budgeted income from Cingular by approximately \$16,000.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____
Mrs. Cynthia August, Secretary