

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of November 06, 2007

A properly advertised Washington Parish Communications District Board meeting was held on November 06, 2007 at 805 Pearl Street, Franklinton, Louisiana 70438 at 6:00 PM.

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

Others present were:	Mr. Kenny Gatewood	Attorney
	Mrs. Joanna Thomas	Manager
	Mr. Billy Barber	Resident of Liz LN
	Carole & Allan Hillier	Resident of Liz LN

Chairman Coleman called the meeting to order at the appointed time of 6:00 PM.
Mrs. August 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.

MANAGER'S REPORT

Before we get into normal business, I suggest that we go into a public hearing on considering two road name change requests that we have received during 2007.

At this time the board went into the public hearing. Mr. Barber and Mr & Mrs. Allan Hillier requested by letter to change Liz Ln to Scenic River Ln. The other request was to change Rod and Gun Club Rd to Joe Thompson Rd, there was on one to voice an opinion about this change.

The Communications District provides input to parish government on 9-1-1 related issues for all requested road name changes once per year in December. Parish government has the sole authority to change the names of roads within Washington Parish outside of Bogalusa and Franklinton.

Tonight we will review the requested change of Liz Lane to Scenic River Lane.
Liz Lane is off of River Rd in the Mt Hermon area. We also will review the requested change of Rod and Gun Club Road to Joe Thompson Road. Rod and Gun Club Road is off of Penton Road just to the north east of Franklinton.

Mr. Miller made the motion to provide no opposition to the Parish Government on the changing of Liz Ln to Scenic River Ln. Mr Verret seconded the motion. Motion passed by a unanimous vote.

Mr. Verret made the motion to provide the Parish Government with a letter stating that the board takes no position on the change of Rod & Gun Club Rd. to Joe Thompson Rd.

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

We gave out a total of 27 new addresses in the Parish during September. The location of these addresses was as follows:

Franklinton	17
Mt. Hermon	01
Pine	00
Bogalusa	05
Varnado	01
Angie	03
Total	27

Mrs. Moore and Ms. Jones continue to do the addressing and all the map updates. They have stayed on the road continuously without stop, adding new roads, finding missing roads, correcting addresses previously issued incorrectly and as well calculating and issuing new address.

We also had multiple map revisions during the past month and there has been progress on a number of special projects to correct addressing in the parish such as Peter's Bend Rd and Pushepatappa Cut-Off Rd.

We have also started comparing all the roads and all the map information that other agencies have like the Post Office, Parish Government just to name a few, and make sure that their information is the same as ours.

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

Special Projects

Mr. Coleman and I attended a NENA/APCO meeting this past month and it went very well. Mr. Coleman will report on this meeting in his report.

We also met with Lambert on October 15, to review progress on the communications center project. The drawings on the conference table are the latest work from Lambert.

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

Mr. Coleman called for a motion to dispense with the reading of the minutes from the September 4, 2007, meeting. The minutes of September were mailed out to each member prior to this meeting. Mr. Bridges made the motion to dispense with the reading of the minutes of October 02, 2007. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

Mrs. August made the motion to approve the minutes of September, 2007. Mr. Verret seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Map Development

The final group of 59 updates to our map have been submitted to Geocomm for integration into our 9-1-1 mapping system. New maps should be available next week.

Public 911 Education

Our 911 web site was visited by 344 new users during the month of August.. There were 600 page hits during this time period. This is an increase from last month.

Louisiana APCO/NENA

Louisiana NENA/APCO conducted its Fall business meeting in October. As Chairman of its Next Generation Committee, a nationally known expert was invited to speak to the future of 9-1-1 based on emerging technologies. The expectations of our customers to receive text messages, photographs, and video will require future upgrades to all present 9-1-1 equipment.

WPCD's Request For Louisiana National Guard Assistance

PEC of Baton Rouge is continuing to secure documentation of approvals necessary for assistance from the National Guard for site earth work. As an example, a legal notice was published in last weeks ERA Leader as follows :

NOTICE TO CONSTRUCTION CONTRACTORS, LABOR UNIONS, AND PRIVATE INDIVIDUALS

The Washington Parish Communications District intends to solicit help from the Louisiana Army National Guard under an Innovative Readiness Construction Assistance Program. The project assistance will be for construction assistance to construct a new state-of-the-art combined Emergency Operations 9-1-1 Multi-Agency Communications Center. No local funds are available to complete this project without National Guard assistance. Local contractors, labor union organizations or private individuals who have questions or who wish to voice opposition of the National Guard's assistance regarding this project may contact James Coleman, Chairman, Washington Parish Communications District, 805 Pearl Street, Franklinton, LA 70438, 985-839-5625 no later than November 14, 2007. Persons not filing comments within the timeframe noted will be considered to have waived their objections to the participation of the Louisiana Army National Guard in this project.

The following approval letters have been received in response to an Environmental Review conducted by PEC of Baton Rouge:

- US Fish and Wildlife
- LA Wildlife & Fish
- Capital Region Planning Commission
- DOTD – Floodplain Management
- State Historic Preservation Office
- FEMA
- USEPA
- NRCS
- DEQ
- DNR
- Kisatchie National Forest
- DOTD
- DHH

The last remaining approval necessary for this project is the Wetland Determination by the U.S. Corps of Engineers.

WPCD's Request For U.S. Dept. of Agriculture Assistance

WPCD has requested assistance from the U.S. Department of Agriculture under the following two programs :

Community Facilities Guaranteed Loan Program

The Housing and Community Facilities Programs guarantees up to 90% of the amount of a loan from a private lender to a public or nonprofit entity to be used for the construction of an essential community facility. This program allows the placement of low interest bonds for periods of up to 40 years.

The last remaining approval necessary for completing the final application is the Wetland Determination by the U.S. Corps of Engineers. The preliminary application has been completed and submitted to Bruce Bordelon, USDA Service Center, Amite, Louisiana.

Community Facilities Grant Program

Grant funds may be used to assist in the development of essential community facilities. Grant funds can be used to construct, enlarge, or improve community facilities for health care, public safety, and community and public services.

The last remaining approval necessary for completing the final application is the Wetland Determination by the U.S. Corps of Engineers. The preliminary application has been completed and submitted to Bruce Bordelon, USDA Service Center, Amite, Louisiana.

WPCD's Request For FEMA Hazard Mitigation Funding Request

The District will be submitting requested clarifications to FEMA for approximately \$ 540,000 of assistance to increase the wind survivability from 110 mph to 150 mph of the proposed building. This additional information will be submitted tomorrow.

After this submission, the last remaining approval necessary for completing the final application is the Wetland Determination by the U.S. Corps of Engineers

WPCD's Request for Louisiana Capital Appropriations

Our Capital Appropriations Request was acted on by the Louisiana Bond Commission on September 20. The Commission approved a cash line of credit for Washington Parish for \$500,000 on this project during the 2007 state fiscal year. A request for continuing funding has already been filed with the state for next year's legislative session.

While there are specific steps that must be taken, a joint decision between the Communications District, Washington Parish government, the Louisiana Office of Facilities Planning and Control, and our legislative delegation must be made within 60 days on the scope of the project to be financed by the \$ 500,000.

The specific short term steps of this approved project are as follows :

1. Parish Council must pass ordinance to enter into a cooperative endeavor agreement with the state. **(Completed)**
2. After ordinance passes President Taylor will execute the cooperative endeavor agreement with the state of Louisiana. **(Awaiting receipt of agreement from Louisiana Attorney General's office)**
3. Communications District enters into a cooperative endeavor agreement with the parish to serve as the lead agency on the project. **(Final proposal being developed by K. Gatewood from first draft)**
4. Communications District recommends approval of contract with Richard C. Lambert Consultants for completion of the project services. Scope of contract yet to be determined. **(Recommendation of Lambert as the architect accepted by parish government, scope of contract must be approved by state office of Facilities Planning and Control)**
5. President Taylor executes the contract with Lambert after scope approval by Louisiana Facilities Planning and Control.
6. Lambert completes building design documents based on contract

Agency Recruitment and Retention

The District, at its September meeting, voted to provide its employees a benefit plan, the cost and configuration to be determined and approved at future meetings. It is suggested that the Board come to a conclusion as to the level of monetary commitment it wishes to make toward implementing its September decision to proceed.

Conclusions

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

TREASURER'S REPORT

Mr Fenner reviewed the financial statements beginning with the balance sheet, both assets and liabilities. Then she reviewed the income and expense statements. Next, she reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. Next month we will review the 2007 budget and discuss the 2008 budget

Mr. Bridges made the motion to accept and approve all the October 2007, Treasurer's Report, the financial statements, the checklist and the 2007 budget review. Mr. Verret seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports at this time.

PUBLIC COMMENTS

There were no comments from the public.

Chairman Coleman called for any additional comments or questions from the members of the board. Hearing no other questions or additional comments, Chairman Coleman called for a motion to adjourn.

Mr. Miller made the motion to adjourn the Board meeting. Mrs. August seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned.

As recorded by: Mrs. Joanna Thomas

Approved by: _____
Mrs. Cynthia August, Secretary