

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 03, 2008

A properly advertised Washington Parish Communications District Board meeting was held on June 03, 2008 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
	Mr. Joshua Bridges	

Members absent were:	Mrs. Cynthia August	Secretary
	Mr. Jason Verret	
	Mr. Mike Miller	

Others present were:	Mr. Kenny 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.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the May 2008, meeting. The minutes of May were mailed out to each member prior to this meeting. Mr. Fenner made the motion to dispense with the reading of the minutes of May 2008. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

Mr. Fenner made the motion to approve the minutes of May 2008. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

I have 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

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

We gave out a total of 49 new addresses in the Parish during May. The location of these addresses was as follows:

Franklinton	29
Mt. Hermon	06
Pine	06
Bogalusa	02
Varnado	02
Angie	04
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Total	49

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

Mrs. Moore and Ms. Jones continue to do the addressing and all the map updates. They have stayed on the road continuously without stop. Ms. Jones thanks the board for changing her classification to a full time District employee. She is very excited to be an employee of our agency.

Special Projects

The Franklinton Police Department has recently re-arranged their dispatch office. The transition to the new layout was accomplished without 9-1-1 problems.

We are having more and more people wandering back to our offices without pre-screening and thus, we are adding a second security control point at the glass door.

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

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. Bridges made the motion to accept and approve the Manager’s Report as given. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN’S REPORT

Public 911 Education

Our 911 web site was visited by 292 new users during the month of May. There were 502 page hits during this time period. This is a slight increase from last month.

Additional Funding For Fire Dispatch and Call Taker Personnel

As a reminder, the 2008 dates to place a proposition on the ballot are as follows :

	July 19	October 4	November 4
Type of Election	Propositions Only	2 nd Party Primary	Presidential
Deadline	June 3	July 25	September 19

Based on information from the Assessor's Office a tax of one mil in Washington Parish would result in \$ 143,000 per year in additional revenue. To raise revenues equal to the average ten year pay and benefits for 14 additional employees of \$ 716,000 per year, a 5 mil tax would be required.

If based on a per structure (house or business) basis, a fee of \$3.25 per month will result in the same revenue stream.

WPCD's Request For Louisiana National Guard Assistance

Local approval of site work by the Army National Guard has been placed on hold due to operational issues of the units involved. While the project is otherwise approved, it has been placed on hold until the summer of 2009. This may still be valuable to us.

Louisiana Capital Appropriations

The request for additional funding of approximately \$ 7.2 million that was submitted to the state legislature by Washington Parish government was not submitted by the governor to the legislature, therefore resulting in \$ 500,000 being the current approved level. Sen. Nevers and Rep. Ritchie have been successful, however, in adding an additional \$ 100,000 to the pending capital appropriations legislation.

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

We are waiting for preliminary approval for a loan/grant package from the U.S. Department of Agriculture under the Community Facilities Guaranteed Loan Program and the Community Facilities Grant Program.

WPCD's Request For FEMA Hazard Mitigation Funding Request

The revised final request for \$ 468,780 of assistance to increase the wind survivability from 110 mph to 150 mph of the proposed building has been filed with the State of Louisiana. Feedback from Aileen Landry indicates that Project Project HMGP #1603-117-0008 Harden Washington Parish Communications Building may only be partially funded.

Louisiana Recovery Authority

The preliminary application for the dedication of \$ 721,000 of Washington Parish LRA funding toward the construction of a Phase 1 building and attached communications tower and support equipment has been approved locally and has been submitted to the Louisiana CDBG office for review.

Homeland Security Funding

The Governor's Office of Homeland Security is expected to provide funding for certain radio interoperability and microwave equipment which will be utilized in conjunction with the Communications Center tower previously mentioned. These funds may approach several hundred thousand dollars.

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. Mrs. August may have an update on this issue.

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. Mr. Stogner 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. He then reviewed the income and expense statements. Next, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. Mr. Fenner pointed out that on the 20th of June we will have a CD in the amount of \$40,000 mature. The rate for the new term will only be 2.4 % interest. Mr. Fenner made the recommendation to cash in the CD and deposit it into the LAMP account.

Mr. Fenner also reviewed the 2008 year to date budget. Mr. Bridges made the motion to accept and approve the May 2008 treasurer's report, the financial statements, the checklist and the 2008 budget review and to cash in the CD for \$40,000 and deposit it into the LAMP account. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Mrs. Thomas also asked the board permission to discontinue with making copies on the night of the meeting of the minutes since they are mailed previously to each member prior to meeting night, due to the expense of paper and toner. This will help cut costs.

Mr. Bridges made the motion to discontinue with printing the minutes being presented at the meeting. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

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. Fenner made the motion to adjourn the Board meeting. Mr. Bridges 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