

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes for May 06 2008

A regularly scheduled and properly and advertised Washington Parish Communications District Board meeting was held on May 6, 2008 at the E-911 Planning Office located at 805 Pearl Street.

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

Members absent were: Mr. Mike Miller

Others present were: Mr. Kenny Gatewood Attorney

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. August 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 April, 2008, 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 of April, 2008. Mr. Bridges seconded the motion. Motion passed to dispense with the reading of the minutes of April by a unanimous vote.

Mrs. August asked if there were any deletions, corrections or additions to be made to the minutes for April, 2008. Hearing none, Mr. Verret made the motion that the April, 2008, minutes be accepted and approved as mailed. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

In the absence of Mrs. Thomas, Mrs. August read the manager's report.

I have been active during the month of April 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 April. There have been no equipment failures, during the past month.

We gave out a total of 63 new addresses in the Parish during April. The location of these addresses was as follows:

Franklinton	25
Mt. Hermon	04
Pine	08
Bogalusa	10
Varnado	04
Angie	12
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Total	63

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, adding new roads, finding missing roads, correcting addresses previously issued incorrectly and as well calculating and issuing new address.

Ms Jones is very conscientious during her time out in the field and knows the importance of having the correct address. She frequently discovers problems with existing addresses. A recent example was the discovery that some residences having their address as a “Poole’s Bluff Rd” are actually on an official parish road with the name of Miller Rd.

Ms. Jones and Ms Moore have a heartfelt desire to do a good job and to make sure that the residence of our Parish have the proper address to enable emergency help to reach them. I am very proud to have them on our team. They take their job to HEART.

Mr. Coleman and I attended the NENA/APCO quarterly meeting in Baton Rouge. Information concerning the development of 2009 legislation for additional 9-1-1 funding from pre-paid wireless cards was especially interesting. Mr. Coleman and I met on May 30th with Toye Taylor, Ben Nevers and Harold Ritchie in Baton Rouge to further lobby for additional capital funding.

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

Mrs. August called for any questions concerning the Manager’s Report. Hearing none, Mrs. August 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.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 235 new users during the month of March

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

It appears that the electric meter fee proposed by the fire departments can not be implemented even if passed, since the electric companies have no obligation to collect the fees for us. Thus, the property tax milage, or parcel tax, may be our only viable long term funding option. Increasing the 9-1-1 fee on conventional telephones is only a short term solution given the industry's movement to VoIP computer based telephones.

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. As Mrs. Thomas reported discussions have been held in Baton Rouge concerning an amendment to House Bill 2 for additional 9-1-1 capital funding.. This request has been discussed with Teye Taylor, Sen. Nevers and Rep. Ritchie.

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 final request for \$ 540,000 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.

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

TREASURER'S REPORT

Mr. Fenner reviewed the financial statements beginning with the balance sheet's assets and liabilities. Then he reviewed the income and expense statements and the 2008 budgeted revenues and costs. Next, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. He also asked for approval to move \$ 50,000 out of the checking account and deposit it into LAMP.

Mr. Bridges made the motion to accept and approve all the financial statements for April 2008 and the budget review, the checklist and the 911 funds and to also move \$50,000 from the checking account into the LAMP account. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

Mrs. August reported that she has spoken with Parish President Thomas on the issues of benefits for the employees. He apologized for not contacting her back when she had originally approached him to discuss this matter. He assured Mrs. August that it is on his deck and it is top priority for review.

Mr. Coleman brought to the personnel committee Mrs. Thomas' request that the committee review the possibility of hiring Ms. Jones as a permanent employee and not a contract worker. He said that Mrs. Thomas has complete confidence and praise of the work that both Ms. Jones and Mrs. Moore do on a daily basis. She would like for the committee to consider obtaining Ms. Jones as a permanent employee.

Mr. Fenner made the motion to hire Ms. Jones as a permanent employee at her current salary and that her pay be reviewed during the normal August evaluation period. Ms. Jones would be evaluated along with Mrs. Moore and Mrs. Thomas. Mr. Verret seconded the motion. Motion passed by a unanimous vote.

OLD AND NEW BUSINESS

There was no old or new business at this time.

PUBLIC COMMENTS

There were public comments at this time

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. Verret made the motion to adjourn the Committee meeting. Mrs. August seconded the motion. Motion passed by a unanimous vote. Meeting of the Committee adjourned.

As recorded by: Mrs. Joanna Thomas

Approved by: _____
Mrs. Cynthia August, Secretary

