

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of September 9, 2008

A properly advertised Washington Parish Communications District Board meeting was held on September 9, 2008 at 805 Pearl Street, Franklinton, Louisiana 70438 at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer

Members absent were:	Mr. Jason Verret	
	Mrs. Cynthia August	Secretary
	Mr. Mike Stogner	Vice-Chairman
	Mr. Mike Miller	
	Mr. Joshua Bridges	

Others present were:	Mr. Kenny Gatewood	Attorney
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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

Mr. Coleman called the roll. The results of that roll call are recorded above.

Since a quorum was not present the attending members met as a committee. No business as a Board was conducted.

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

Mr. Fenner made the motion to recommend the approval of the minutes of August, 2008. Mr. Coleman seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

Our office has been active during the month of August with both the normal daily operational issues of the office plus supporting our special projects.

First, let me report on the daily operational issues.

Daily Operational Issues

As you remember our computer equipment in the Franklinton Police Department was damaged due to lightning. This damaged computer has been replaced by Gage Telephone and CML. Shortly after the Franklinton PD computer replacement, it was reported that the Washington Parish Sheriff’s Office CML monitor screen failed. This has also been replaced.

There was no equipment damage due to Gustav. AT&T did have to troubleshoot and repair an incoming 9-1-1 trunk line.

PSAP equipment is now working well, with no current issues to report.

We gave out a total of 44 new addresses in the Parish during August. The location of these addresses was as follows :

Franklinton	16
Mt. Hermon	07
Pine	02
Bogalusa	10
Varnado	06
Angie	03
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Total	44

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.

Special Projects

The re-addressing of the approximately 80 camps on Ox Lot Rd is continuing. The camps had been previously addressed according to their lot number. Their new addresses will be based on our normal addressing procedures.

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

Mr. Fenner made the motion to recommend the approval of the September, 2008, Manager’s Report. Mr. Coleman seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 323 new users during the month of July. There were 680 page hits during this time period. This is a slight increase from last month.

Communications Center Projected Construction Cost

Mr. Durden has been given the information needed to prepare paperwork to be submitted to the US Department of Agriculture in support of our project..

There has been no further change on this item. Last update to the Board is as follows.

In order to complete the information required by the Louisiana Office of Planning and Control to enable them to complete the preparation of a Cooperative endeavor agreement with Washington Parish, the District will be contributing \$ 403,996 toward the construction of the building and \$ 525,000 toward the equipment.

Additional Funding For Fire Dispatch and Call Taker Personnel

To continue the process of educating the elected parish officials on the need for additional 9-1-1 and fire dispatch personnel, representatives of the Washington Parish Fire Association met with the Parish President and Chief Scott Blair on August 14th to further discuss this issue.

Mr. Thomas recommended that the Fire Association continue their education efforts with members of the council.

Chief Blair commented that his department understands the needs of the fire department and will attempt to improve his department's support of the needs of the fire fighters. He also pointed out that his department performs 9-1-1 services without financial support.

WPCD's Request For Louisiana National Guard Assistance

Two letters have been sent to Robert J Rogers, Captain, Louisiana National Guard requesting an update on our request. No reply has been received to date.

Last update to the Board is as follows.

Land work by the Army National Guard has been placed on hold due to operational issues of the units involved. Given construction in 2009, we will request that they reactivate this project.

WPCD's Request For FEMA Hazard Mitigation Funding Request

Two letters have been sent to Da'Lacie Jolivette, Disaster Recovery Specialist, Mitigation Section - Traditional Grant Program - Region 2, Governor's Office Of Homeland Security and Emergency Preparedness, requesting an update on our request. No reply has been received to date.

Last update to the Board is as follows.

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. All questions have been responded to. We are now waiting for feedback from Aileen Landry on this Project (HMGP #1603-117-0008 Harden Washington Parish Communications Building).

Homeland Security Funding

There has been no further change on this item. Last update to the Board is as follows.

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.

LRA Funding for Tower Related Costs

There has been no further change on this item. Last update to the Board is as follows.

It appears that the Department of Housing and Urban Development may not support the parish's request for radio tower related funding. This is currently in the appeals process.

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. I have requested that Mrs. August bring this to a conclusion before the end of the year.

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.

Mr. Fenner made the motion to recommend the approval of the September, 2008, Chairman's Report. Mr. Coleman seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Fenner reviewed the August, 2008, 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 also reviewed the 2008 year to date budget.

Mr. Coleman made the motion to recommend that the board accept and approve the Treasurer's report, the financial statements, the checklist, the 2008 budget review, and the mid year budget revisions. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

No old/new business was conducted at this meeting.

PUBLIC COMMENTS

There were no comments from the public.

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

Mr. Fenner made the motion to adjourn the Committee meeting. Mr. Coleman 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