

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes for March 4 2008

A regularly scheduled and properly and advertised Washington Parish Communications District Board meeting was held on March 04, 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	
	Mr. Mike Miller	
Others present were:	Mrs. Joanna Thomas	Manager
	Mr. Kenny Gatewood	Attorney
	Mr. Richard Moody	Assistant Chief Bogalusa FD

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Mrs. August opened with prayer and the pledge of allegiance to the flag of the United States.

ROLL CALL OF BOARD MEMBERS

Chairman Coleman 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 February, 2008, since they were mailed out to each member prior to this meeting. Mr. Bridges made the motion to dispense with the reading of the minutes of February, 2008. Mrs. August seconded the motion. Motion passed to dispense with the reading of the minutes of February by a unanimous vote.

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

Mr. Fenner made the motion that all the committee recommendations that were made at the February, 2008, meeting be accepted and approved by the board. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

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

The Washington Parish Sheriff's Office did have a four hour outage this morning and the equipment has been repaired.

We gave out a total of 39 new addresses in the Parish during February. The location of these addresses was as follows:

Franklinton	25
Mt. Hermon	05
Pine	02
Bogalusa	06
Angie	01
Total	39

We also had numerous new roads added to our map during the past month along with numerous address changes.

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 as well calculating and issuing new address.

The 1997 Jeep is now in full service and is working well. It is suggested that the Buick be advertised for bids as is required for equipment sale to the public.

Also, Centennial Wireless conducted additional testing during the month of February.

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 265 new users during the month of February. There were 530 page hits during this time period. .

Additional Funding For Fire Dispatch and Call Taker Personnel

With the progress being made on communications center construction financing, it is becoming appropriate to re-visit the acquisition of funding for the employment of 9-1-1 call takers and fire dispatch personnel.

Al Ortiz, District 9 Fire Chief, and his committee has been working with the Washington Parish Fire Association committee on a proposal to assist the 9-1-1 District in acquiring funding for personnel. Bogalusa Fire Chief Richard Moody are here tonight to discuss the need for call takers and fire dispatch personnel.

The potential 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

WPCD's Request For Louisiana National Guard Assistance

PEC of Baton Rouge has filed the final request to the National Guard for site earth work. Hopefully, work will begin in the early summer.

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. All documentation has been filed for this application.

We should have a response within the next 90 days. From a timing standpoint, the recent decline in interest rates will make financing terms more attractive.

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 FEMA. Hopefully we will have a response within the next 90 days.

Louisiana Recovery Authority

A meeting with Parish President Thomas and his staff was attended by Ms. Thomas and Mr. Coleman to secure parish approval 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.

The funding dedication was approved by Parish President Thomas and final project descriptions are in the process of being prepared.

The communications tower and support equipment is expected to require \$ 500,000 and expedited construction is requested by Homeland Security. Therefore, a Request for Information has been released to tower manufacturers. Following receipt of information by month's end, the final project information will be submitted to the Louisiana Community Block Grant Office for the release of funds.

The remaining \$ 221,000 of LRA funding will be combined with \$ 240,000 of Louisiana Capital expenditure approvals for Phase 1 construction funding of \$ 461,000 if further 2008 capital for the entire project is not forthcoming.

This funding approach will be reviewed tomorrow with Senator Nevers by Parish President Thomas and his staff, Ms Thomas and Mr. Coleman. The potential of receiving 2008 - 2009 Capital Appropriations was discussed. Senator Nevers indicated that additional funding will be difficult to acquire during this budget cycle.

To follow up on this issue, a meeting will be held with Representative Ritchie on March 6th.

Summary of Funding Sources For Phase 1 Building and Equipment For Three Person Communications Center

	Funds From 911 (\$000)	Funds From LRA (\$000)	Funds From Capital Appropriations (\$000)	Total Local Available (\$000)
Building	\$ 139	\$ 221	\$ 240	\$ 600
Equipment	\$ 500	\$ -	\$ -	\$ 500
Tower	\$ -	\$ 500	\$ -	\$ 500
Total	\$ 639	\$ 721	\$ 240	\$ 1,600

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. This equipment is in addition to that shown above.

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 and the Personnel Committee is encouraged to further develop this proposal.

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 approve the Chairman's Report. Mr. Fenner 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 \$ 90,000 out of the checking account and deposit it into LAMP.

Mr. Miller made the motion to accept and approve all the financial statements for February, the budget review, the checklist and the 911 funds. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

Mr. Miller made the motion requesting that Mr. Fenner check on the interest rates and compare them to LAMP's interest rates, and unless a local bank has rates of 4 % or greater, allow Mr. Fenner to move the \$ 90,000 into LAMP. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports at this time.

OLD AND NEW BUSINESS

Mr. Miller recommended that we donate the Buick to another governmental agencies that may need it. Motion was tabled until Kenny can check on if we would be able to legally do that.

PUBLIC COMMENTS

Richard Moody stated the the Bogalusa Fire Department is willing to support the 9-1-1 District to go back to the voters for additional funding for a centralized 911 center to employ one full time fire dispatcher and two full time call takers. He discussed just how badly it was needed for our Parish to move forward on this issue.

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 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