

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 2, 2009

A properly advertised Washington Parish Communications District Board meeting was held on June 2nd, 2009 at 805 Pearl Street, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
	Mrs. Cynthia August	Secretary
	Mr. Joshua Bridges	

Members absent were:	Mr. Jason Verret	
	Mr. Mike Miller	
	Mr. Mike Stogner	Vice-Chairman

Others present were:	Mr. Dan Foil	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.

APPROVAL OF MINUTES

Mr. Coleman called for a motion to dispense with the reading of the minutes from the May, 2009, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Fenner made the motion to dispense with the reading of the minutes. Mrs. August seconded the motion. Motion passed by a unanimous vote.

Mr. Bridges made the motion to approve the minutes of May, 2009. Mrs. August seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

This office has been active during the month of May 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

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 43 new addresses in the Parish during April. Ms Moore and Ms Jones have also been working very hard on some mapping issues from GeoComm and making the proper changes as well as ESN issues. The location of these addresses was as follows:

Sun area	00
Franklinton	19
Mt. Hermon	05
Pine	03
Bogalusa	11
Varnado	02
<u>Angie</u>	<u>04</u>
Total	44

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. Our accounting records have been turned into Mr. Durden's office for the yearly compilation report. A review of the accounting data was held today with Mike from Mr. Durden's office, Mr. Fenner, Mr. Coleman, and myself. Mike stated that no findings will be reported. Mr. Fenner may have additional comments on this meeting.

Mrs. Moore and Ms. Jones continue to do the addressing and all the map updates. They have also been working very hard on some mapping issues from GeoComm and making the proper changes as well as ESN issues. They are on the road continuously without stopping, adding new roads, finding missing roads, correcting addresses previously issued incorrectly and as well calculating and issuing new address.

Another map data information update is ready to be mailed to GeoComm.

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 June, 2009, Manager's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the manager's report.

Mr. Fenner made the motion to accept and approve the June, 2009, Manager's Report as given. Mrs. August seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 184 new users during the month of May. There were 374 page hits during this time period. This is essentially a repeat of last month's activity level.

District Income Preservation Initiatives

A resolution supporting the resolution below was adopted by Washington Parish government on March 16th.

A RESOLUTION REQUESTING THE WASHINGTON PARISH LEGISLATIVE DELEGATION DRAFT AND SUPPORT LOCAL LEGISLATION RELATIVE TO THE WASHINGTON PARISH COMMUNICATIONS DISTRICT, TO PROVIDE FOR THE ASSESSMENT OF PREPAID WIRELESS TELEPHONE SERVICE.

The state wide bill, HB-782, supporting collection of pre-paid 9-1-1 fees has passed the House by the required 2/3 majority. It will be heard in the Senate COMMERCE, CONSUMER PROTECTION, & INTERNATIONAL AFFAIRS COMMITTEE on June 10th.

District Legal Projects

Wayne Kuhn continues to develop the language for the Cooperative Endeavor Agreement between Washington Parish Government and the Communications District related to the construction of the Communications Center.

Communications Center Louisiana Capital Appropriations

The Architectural and Engineering contract between Lambert and the Parish of Washington is currently under review by the Louisiana Facility Planning and Control office. Mr. Henry Fry of that office assures us of a timely response.

LRA Funding for Tower Related Costs

The final application to the U.S. Department of Housing and Urban Development for a communications tower and related expenses of \$ 779,000 has been approved.

Work continues on the application for FCC approval for tower construction.

Homeland Security Funding

The Governor's Office of Homeland Security has purchased certain radio interoperability equipment which will be utilized in conjunction with the Communications Center tower previously mentioned.

This equipment has been installed within our current building but will be moved to our new building upon its completion.

WPCD's Request For FEMA Hazard Mitigation Funding Request

Loren Dennis, Disaster Recovery Specialist, Mitigation Section has completed the revised application for hurricane proof metal window shields for approximately \$ 16,000 and this project will likely be approved.

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 June, 2009, 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 June, 2009, 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 budget statements. Next, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. Mr. Fenner reviewed all the financial statements, the checklist, and the May YTD spending as compared to the 2009 budget.

After a discussion of the rates of interest Mr Fenner recommended that we move \$ 100,000 from the LAMP account into a 6 month CD with a target rate of 2%..

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the financial statements, the checklist, the May YTD spending as compared to the 2009 budget and that we move \$ 100,000 from the LAMP account into a 6 month CD with a target rate of 2%.

Mr. Fenner made the motion to accept and approve the Treasurer's report, the financial statements, the checklist, the May YTD spending as compared to the 2009 budget and that we move \$ 100,000 from the LAMP account into a 6 month CD with a target rate of 2%. Mrs. August seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

OLD AND NEW BUSINESS

There was no old or new business.

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 at 7:00 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____
Mrs. Cynthia August, Secretary