

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of August 10, 2010

A properly advertised Washington Parish Communications District Board meeting was held on August 10, 2010 at 805 Pearl Street, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
	Mr. Mike Miller	
	Mr. Joshua Bridges	

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

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 July, 2010, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Bridges made the motion to dispense with the reading of the minutes. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

Mr. Bridges made the motion to approve the minutes of the July, 2010, meeting. Mr. Miller seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

This office has been active during the month of July 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

All PSAP equipment is currently operating properly.

We gave out a total of 28 new addresses in the Parish during July. The location of these addresses was as follows:

Franklinton	12
Mt. Hermon	03
Pine	04
Bogalusa	06
Varnado	00
Angie	03
Total	28

Mrs. Moore continues to do the addressing and both her and Ms Jones are working on map updates. Our latest updates have been sent to GeoComm for their work to be done.

Ms. Jones has completed her work on Columbia St and Sullivan Drive. Approximately eight addresses will need to be changed due to major issues. In addition, the official road names will need to be clarified with all residents.

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. We have made all the General Journal entries that were given to us by the auditor for our final year end adjustments.

.Special Projects

I attended the Louisiana NENA quarterly business meeting on July 15th in Lafayette. During this meeting it was mentioned that only Vonage is paying Louisiana 9-1-1 fees and that this needs to be looked into by the government liaison committee.

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. Fenner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 113 new users during the month of June. There were 321 page hits during this time period. This is a slight increase compared to last month's activity level.

Communications Center

Lambert continues to work on the building design. Final communications center design is expected on September 3rd. The Daily News published an article on July 28th concerning the communications center as per the attached document.

Communications Tower

Lambert has completed the tower design. The construction bid has been released as per the attached document.

US Congressional Funding of Communications Center Equipment

Official notifications is expected to be released on Louisiana projects. This notification will include our \$ 350,000 project.

District Legal Projects

Wayne Kuhn has completed the language for the Cooperative Endeavor Agreement between Washington Parish Government and the Communications District related to the construction of the Communications Center. This Agreement was signed on July 28th as per the attached document.

The three key paragraphs are as follows:

BE IT RESOLVED that upon completion of construction of the Emergency Operations and Multi-Agency Communications Center, and upon approval for occupancy, the Washington Parish Government will convey ownership of the facility to the Washington Parish Communications District.

BE IT FURTHER RESOLVED that the Washington Parish Communications District will, in turn, (1) furnish land for the construction of the facility on Dollar Road in Washington Parish; (2) Furnish all locally required funding in excess of that furnished by the State of Louisiana, for Project No. 50-J59-07B-01, Emergency Operations and Multi-Agency Communications Center, Real Estate, Planning and Construction; and (3) Manage and operate the facility after completion of the project, which includes the payment of all recurring expenses including insurance and utilities.

BE IT FURTHER RESOLVED that the Washington Communications District agrees in consideration of the terms contained herein that during emergencies that the Washington Parish Government through the Washington Parish Office of Homeland Security and Emergency Preparedness shall have use of the facility for emergency management operations.

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. Miller made the motion to accept and approve the Chairman's Report as given. Mr. Fenner 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 the July 31, YTD spending as compared to the 2010 budget.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the financial statements (before pre paid adjustments), the checklist, and the July 31, YTD spending as compared to the 2010 budget.

Mr. Miller made the motion to accept and approve the Treasurer's report, the financial statements (before pre paid adjustments, the checklist, and the July 31, YTD spending as compared to the 2010 budget. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

OLD AND NEW BUSINESS

There were no additional business..

PUBLIC COMMENTS

There were no public comments.

Mr. Miller 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