WASHINGTON PARISH COMMUNICATIONS DISTRICT Minutes of February 4, 2020

A properly advertised Washington Parish Communications District Board meeting was held on February 4, 2020 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were: Mr. James Coleman Chairman

Mr. Mike Stogner Vice-Chairman

Mr. Gary Fenner Treasurer
Mrs. Cynthia August Secretary

Mr. Danny Harris Ms. Sarah Burris Mr. Olander Smith

Members absent were: None

Others present were: Joanna Thomas Director

Dan Foil Attorney

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

ROLL CALL OF BOARD MEMBERS

Mrs. Thomas called the roll. The results of that roll call are recorded above.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the January, 2020, meeting. The minutes were mailed out to each member prior to this meeting. Ms. Burris made the motion to dispense with the reading of the January, 2020, meeting minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the January, 2020, meeting minutes. Ms. August made the motion to approve the January, 2020, meeting minutes with a correction. Mr. Harris seconded the motion. Motion passed by a unanimous vote.

DIRECTOR'S REPORT

This office has been active during the month of January with both the normal daily operational issues of the office plus supporting our special projects

Daily Operational Issues

All PSAPs are currently operational. All PSAP are up a running with no issues to report at this time.

For the month of January we issued 22 new addresses they were:

Franklinton	14
Angie	02
Mt. Hermon	01
Pine	05
Total	22

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data.

Mrs. Moore continues to do the addressing and both Ms Moore and Ms. Jones continuing to work on map updates on a daily basis.

Special Projects

The project to align our three data bases (MSAG, Map and Snap Shot) continues. We are 95.7 % complete on this project.

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

Mr. Coleman called for any questions concerning the Director's Report. Hearing none, Mr. Coleman called for a motion to accept and approve the Director's report. Mr. Stogner made the motion to accept and approve the Director's Report as given. Mr. Harris seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 78 new users with 114 page hits in January. Foreign users were from China, Indonesia, and the Ukraine.

Special Projects

- Installation of the new Solacom 9-1-1 system started today with the arrival of their field engineer. He will be on site for the next 30 days.
- System start up is scheduled for the week of February 25th.
- Components for the new 9-1-1 system not included by Solacom in their \$326,000 contract have been ordered.. These components include:

0	Workstation Computers	\$ 30,000 (received)
0	Workstation Monitors	\$ 7,000 (received)
0	Server	\$ 10,000 (received)

o Recorder Upgrades \$12,000 (due February 14)

o Monitor/Keyboard/Mouse Control \$ 6,000 (received)

o GeoComm Map Installation \$ 6,000 (due February 14) Total \$ 71,000

2020 Capital Plan

Fire Alarm Control Replacement	\$ 10,000
Fencing and Security at Office	\$ 180,000
9-1-1 Equipment Replacement	\$ 466,000 (in progress)

Mr. Coleman called for any questions concerning the Chairman's Report. Hearing none, Mr. Coleman called for a motion to accept and approve the Chairman's report. Mr. Stogner made the motion to accept and approve the Chairman's Report as given. Ms. August seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Fenner reviewed the January, 2020, financial statements, the income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2020 budget, and the 911 funds statement with cash disbursements.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the January, 2020, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2020 budget, and the 911 funds statement with cash disbursements.

Mr. Fenner made the motion to accept and approve the Treasurer's report, the January, 2020, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2019 budget, and the 911 funds statement with cash disbursements. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

There was no old or new business.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.	
Mr. Harris made the motion to adjourn. Mr. Fer unanimous vote. Meeting of the Board adjourned	1
As recorded by: Mrs. Joanna Thomas.	
Approved by:	Mrs. Cynthia August, Secretary