

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of July 11, 2018

A properly advertised Washington Parish Communications District Board meeting was held on July 11, 2018 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

Members absent were:	Mrs. Cynthia August	Secretary
	Mr. Cook Byrd	
	Mr. Olander Smith	

Others present were:	Dan Foil	Attorney
	Joanna Thomas	Director

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. Since a quorum was not present, those in attendance met as a committee with all motions to be made as recommendations to the board.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the June, 2018, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Stogner made the motion to dispense with the reading of the June meeting minutes. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the June, 2018, meeting minutes. Mr. Stogner made the motion to approve the June, 2018, meeting minutes. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

DIRECTOR'S REPORT

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

Daily Operational Issues

All PSAPs are currently operational. There was one problem during the month.

I received a call from the Washington Parish Sheriff's Office and the Bogalusa Police Department reporting that they were having ANI/ALI failures. This problem was due to some bad weather than came through the Parish. Gage was able to resolve this issue through AT&T.

For the month of June we issued 31 new addresses they were:

Franklinton	19
Bogalusa	04
Varnado	01
Pine	05
Mt Hermon	01
Angie	01
Total	31

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

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

Special Projects

Both my staff and I have completed the Louisiana Ethics online training that we are now required to do through the Louisiana Legislature.

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. Fenner made the motion to accept and approve the Director's Report as given. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 80 new users with 120 page hits in June. Foreign users were from China and Canada.

Special Projects

The main preventive maintenance on the tower to check antennas and repair lights has been completed. A short return session to change one light will be required after the light is received from the manufacturer.

The Intergovernmental Agreement to transfer the tower and adjacent property that we would require from the parish in 2018 will be written after the plat and legal description from the surveyor is received.

2018 Capital Plan

Pave Roadway		Approximately \$ 36,000
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This project has been completed.

Capital Plan

Based on the advice of our computer consultant, Gage Telephone, it is recommended that a new 9-1-1 system be installed in 2019. This recommendation is based on:

- Increasing difficulty in acquisition of dispatch computers
- Airbus will end factory support after 2019
- GeoComm will end factory support after 2019

Discussions with Motorola Solutions were held last month to begin the information gathering process.

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

TREASURER'S REPORT

Mr. Fenner reviewed the June, 2018, financial statements, the income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2018 budget, and the 911 funds statement with cash disbursements.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the June, 2018, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2018 budget, and the 911 funds statement with cash disbursements.

Mr. Fenner made the motion to accept and approve the Treasurer's report, the June, 2018, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2018 budget, and the 911 funds statement with cash disbursements. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Minda Raybourn of Minda B. Raybourn CPA gave a report on the Financial Audit for the year of 2017. She reviewed the financial statements, and all the revenues and expenditures. There were no findings.

Mr. Fenner made the motion to accept the Financial Report and Review presented by Ms. Raybourn. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mr. Fenner made the motion to engage Minda B. Raybourn CPA to perform the 2018 Financial Audit. Mr. Byrd seconded the motion. Motion passed by a unanimous vote.

Mr. Fenner made the motion to renew the insurance coverage with Moore and Jenkins for 2018-2019 for \$ 42,163. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Fenner made the motion to adjourn. Mr. Stogner 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