

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 5, 2018

A properly advertised Washington Parish Communications District Board meeting was held on June 5, 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
	Mr. Cook Byrd	
	Mr. Olander Smith	

Members absent were:	Mrs. Cynthia August	Secretary
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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.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the May, 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 May meeting minutes. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the May, 2018, meeting minutes. Mr. Stogner made the motion to approve the May, 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 May 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 telling me that a financial institute keeps calling on the 911 line. What was happening is that we have a "backdoor" number that is not given out and when it is dialed it automatically dials our 911 system. I had to call Gage to get them

to block that 7 digit number from this company and Gage also got in touch with the company and they took that number off of their call list.

For the month of May we issued 28 new addresses they were:

Franklinton	13
Bogalusa	04
Varnado	01
Pine	01
Mt Hermon	03
Angie	06
Total	28

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

The project to align our three data bases (MSAG, Map and Snap Shot) continues. Time to completion is approximately one year.

I did some cell phone testing with T-Mobile this month and all went well. I also did texting to 911 with T-Mobile and everything went well with that also.

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. Byrd 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 96 new users with 151 page hits in May. Foreign users were from China, Russia, India and Canada.

Special Projects

After five years of use, preventive maintenance on the tower to check antennas and repair lights is currently under way and should be finished on June 18th. The cost to finish this project is approximately \$ 15,000.

The Intergovernmental Agreement to transfer the tower and adjacent property that we would require from the parish in 2018 is in the process of being written. We will direct the surveyor to develop a plat and legal description.

2018 Capital Plan

Pave Roadway		Approximately \$ 36,000
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2019 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

Since we will not be financially able to install the equipment bunker in Franklinton until 2021, both parts of the new 9-1-1 system would be installed in the Communications Center building.

Once the equipment bunker in Franklinton is built, a portion of the equipment in the Communications Center would be moved.

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

TREASURER'S REPORT

Mr. Fenner reviewed the May, 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. Fenner called for a motion to accept and approve the Treasurer's report, the May, 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 May, 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. Smith 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. Fenner made the motion to adjourn. Mr. Smith 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