

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**Minutes of August 3, 2020**

A properly advertised Washington Parish Communications District Board meeting was held on August 3, 2020 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
	Mr. Mike Stogner	Vice-Chairman
	Ms. Sarah Burris	
	Mr. Danny Harris	

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

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. August opened with prayer.

**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 July, 2020, 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 July, 2020, meeting minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

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

**DIRECTOR'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.

***Daily Operational Issues***

All PSAP are up a running with our new 911 system. We do have an issue with the TDD but Gage and Solacom are working to get that corrected. It is not something that is impacting the function of the TDD so there is no cause to worry.

For the month of July we issued 32 new addresses they were:

Franklinton	20
Angie	01
Mt. Hermon	03
Pine	02
Bogalusa	03
Varnado	03
Total	32

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.

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 Chairman's report. Mr. Stogner made the motion to accept and approve the Chairman's Report as given. Ms. Burris seconded the motion. Motion passed by a unanimous vote.

## **CHAIRMAN'S REPORT**

### **Public 911 Education**

The site was visited by 147 new users with 190 page hits in July. Foreign users were from China, Ukraine, France, Tunisia, Germany, Norway and Nigeria.

### **Special Projects**

- The Solacom 9-1-1 system adjustments are still in progress:
  - Increase radio audio VOX sensitivity at EOC dispatch
  - Connect administrative telephone audio into headset

### **2020 Projects**

#### **Capital**

Fire Alarm Control Replacement		\$ 10,000 (Scheduled This Month)
Fencing and Security at Office		\$ 180,000 (Delayed)
Video Conference System For Conference Room		\$ 5,000 (complete)

## **Non Capital**

UPS Battery Replacement		\$ 10,000 (complete)
Tower Inspection and Adjustments		\$ 18,000
Field Computer Upgrades		\$ 5,000 (complete)
Reverse 9-1-1		\$ 12,000 per year (complete)

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**

At the request of Mr. Fenner, Mr. Coleman reviewed the July, 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 July, 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 July, 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. Stogner seconded the motion. Motion passed by a unanimous vote.

## **OLD/NEW BUSINESS**

Ms. Fenner made the motion to renew the District's insurance underwritten by VFIS (Volunteer Firemen's Insurance Services) for the 2020-2021 policy year. Mr. Harris 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. Ms. Burris 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