

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of October 7, 2014

A properly advertised Washington Parish Communications District Board meeting was held on October 7, 2014 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. Mike Corkern	
	Mr. Stephen Richardson	

Members absent were:	Mrs. Cynthia August	Secretary
	Mr. Jason Verret	

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. Mr. Fenner 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 September, 2014, 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 September meeting minutes. Mr. Corkern seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the September, 2014, meeting minutes. Mr. Corkern made the motion to approve the September, 2014, meeting minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

DIRECTOR'S REPORT

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

Operational Issues

There were two 9-1-1 issues during the month of September.

First, the main processor card in the CML ECS1000 failed. Both the replacement card from CML and the spare card from the Florida unit did not operate properly. The problem was eventually

fixed. It took several trips by Gage Telephone to resolve this. Cassidian tech support was giving incomplete information to the Gage technician. While this was being resolved, the hot standby processor card was operating, thereby preventing a system outage.

Second, I went out to WPSO at 2 am one morning due to a UPS alarm. I replaced it with another UPS that was on site but that did not resolve the issue. The next day I called Gage and explained what the issue was. Mike from Gage was on site a few days later and then took some readings that allowed him to determine the needed size and runtime for a new unit. We are in the process of ordering a replacement UPS.

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

Franklinton	09
Bogalusa	04
Mt. Hermon	02
Angie	01
Pine	13
Varnado	02
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.

Special Projects

I was invited to represent the Washington Parish Communications District at the monthly meeting of the Chamber of Commerce here in Franklinton. I will continue to attend the meetings as needed.

I have also been working with AT&T to try improve cell phone coverage during the fair.

These have 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 Director's Report. Hearing none, Chairman 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. Richardson seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 66 new users with 147 page hits in September.

Communications Center

Repairs are ongoing on the fire alarm and control system which was damaged in June by a voltage surge.. Repairs are still ongoing. Since the cost will exceed our \$5,000 deductible, our insurance company has been notified.

Special Projects

Meetings were held last month to discuss the steps necessary to have the Louisiana Legislature raise our cell phone 911 fee from \$ 0.85 per phone to \$ 2.00 per phone during the 2015 legislative session. We met with Ben Nevers and Richard Thomas on September 9th and Washington Parish Republican Executive Committee member Cynthia Condon on October 1st.

An additional presentation will be made on November 11th to the entire Parish Republican Executive Committee consisting of Ginger Corken, Kay Lewis, Suzannah Fussell, Beth Mizell, Don Crist, Merlin Duke, Mark James II, and Cynthia Condon regarding the need to replace the 2004 vintage 9-1-1 equipment.

Based on the meetings of September 9th and October 1st it is suggested that the following revisions be made to the resolution of September 2, 2014, entitled, "A RESOLUTION REQUESTING THE WASHINGTON PARISH LEGISLATIVE DELEGATION DRAFT AND SUPPORT LOCAL LEGISLATION RELATIVE TO THE WASHINGTON PARISH COMMUNICATIONS DISTRICT, TO PROVIDE FOR THE ASSESSMENT OF A FIXED RATE SERVICE CHARGE FOR WIRELESS COMMERCIAL MOBILE RADIO SERVICE CONNECTIONS".

Summary of main revisions:

1. Increase our cell phone 911 fee from \$ 0.85 per phone to \$ 1.85 per phone
2. Increase the fee for 2.5 years to fund equipment replacement.
3. Remove the reference " , improvement and operation of necessary equipment".

The wording of is therefore changed as per the attached resolution.

Capital Budget

Progress on the 2014 Capital Budget items are as follows:

Capital Projects

		Cost 2014	Status
Complete Audio Visual Install			
Security Camera System	1	\$ 6,693	Completed
Conference Room and Director's Office	1	\$ 3,371	Completed
Complete Fire Department tone out pads	2	\$ 4,000	Completed
IT - Full Raytheon radio "patching" capabilities	3	\$ 5,000	Completed
IT- Install weather data collector	4	\$ 8,000	Completed
Replace dispatcher map software with updated version	5	\$ 9,000	Quote Received
Install fence protecting secondary towers and air condition units	6	\$ 6,000	Completed
IT- Support during the replacement of dispatcher map software	7	\$ 1,000	Quote Received
Fill erosion by evaporation pond with rock	8	\$ 1,500	Quote Received
Install satellite telephone in radio bunker.	9	\$ 500	In Process
IT- Add email of phone messages on two phones in Incident Command	10	\$ 500	Completed
IT- Add four digit security code to phone system	11	\$ 500	Completed

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

TREASURER'S REPORT

Mr. Fenner reviewed the September, 2014 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, the YTD spending compared to the 2014 budget, the 911 funds statement with cash disbursements, and the proposed changes to the 2014 budget. The proposed changes will result in a 2014 net income of \$ 86,150.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the September, 2014, financial statements, checklist, and YTD spending as compared to the 2014 budget and the proposed changes to the 2014 budget. Mr. Fenner made the motion to accept and approve the Treasurer's report, the September, 2014, financial statements, the YTD spending as compared to the 2014 budget, the 911 funds statement with cash disbursements, and the proposed changes to the 2014 budget resulting in a 2014 net income of \$ 86,150. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Mr. Coleman reviewed a proposed revised resolution entitled, "A RESOLUTION REQUESTING THE WASHINGTON PARISH LEGISLATIVE DELEGATION DRAFT AND SUPPORT LOCAL LEGISLATION RELATIVE TO THE WASHINGTON PARISH COMMUNICATIONS DISTRICT, TO PROVIDE FOR THE ASSESSMENT OF A FIXED RATE SERVICE CHARGE FOR WIRELESS COMMERCIAL MOBILE RADIO SERVICE CONNECTIONS". Mr. Foil then commented on the legal issues of this resolution.

Chairman Coleman called for a motion to approve the revised resolution. Mr. Fenner made the motion to approve the revised resolution. Mr. Richardson seconded the motion. Motion passed by a unanimous vote. The resolution is herein attached and made part of these minutes.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.

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

WASHINGTON PARISH COMMUNICATIONS DISTRICT
54100 Dollar Road
Franklinton, Louisiana 70438
(985) 839-5625

RESOLUTION
Resolution No. 02 -2014

**A RESOLUTION REQUESTING THE WASHINGTON PARISH
LEGISLATIVE DELEGATION DRAFT AND SUPPORT LOCAL
LEGISLATION RELATIVE TO THE WASHINGTON PARISH
COMMUNICATIONS DISTRICT, TO PROVIDE FOR THE ASSESSMENT
OF A FIXED RATE SERVICE CHARGE FOR WIRELESS COMMERCIAL
MOBILE RADIO SERVICE CONNECTIONS**

WHEREAS, the public has high expectations for effective and accessible 9-1-1 emergency services regardless of the communications technology used or the means of purchasing the technology; the funding of wireless 9-1-1 emergency services is critical to meeting the public's expectations for effective and accessible 9-1-1 services; and

WHEREAS, the Washington Parish Communications District is dedicated to provide such a service for its citizenry and acquires the funding to do so by (a) the assessment of a fee not to exceed five percent (5%) upon the tariff rate of both residential and commercial wireline telephone subscribers per month, (b) \$0.85 per month on wireless commercial mobile radio service (CMRS) connections whose subscribers' billing address is within the Parish and (c) a prepaid wireless 911 service charge of 2 per cent; and,

WHEREAS, the public has come to expect that their "telephone" will provide immediate access to emergency services by dialing "9-1-1," that their call will be answered by local personnel who can dispatch first responders to the scene, and that their location and phone number will be provided automatically; and

WHEREAS, the much of the equipment necessary for the reception of 9-1-1 emergency telephone calls in Washington Parish, along with the dispatching of emergency responders, has reached the end of its useful life and has become obsolete, thus endangering the health and well-being of the citizens of Washington Parish; and

WHEREAS, this presently used obsolete equipment is not capable of receiving data transmissions of photos and video from wireless commercial mobile radio service devices; and,

WHEREAS, the Federal Communications Commission (FCC) in its SECOND REPORT AND ORDER AND THIRD FURTHER NOTICE OF PROPOSED RULEMAKING, Adopted: August 8, 2014, states, "we affirm the Commission's commitment to ensuring access to emergency services for all Americans. The Commission's rules must evolve as legacy networks and services transition to next generation technologies, and as consumer expectations and needs evolve. Current

trends in mobile wireless usage show the continued evolution from a predominantly voice-driven medium of communication to one based more on text and data transmissions. “

NOW, THEREFORE BE IT RESOLVED, by the Washington Parish Communications District Board, that the Washington Parish Legislative Delegation be requested to draft and support local legislation for the purpose of collecting a fixed rate service charge not to exceed 1.85 dollars per month for a period not to exceed 2.5 years, per wireless commercial mobile radio service (CMRS) connection in order to fund the replacement of current 9-1-1 equipment in the parish of Washington through fees payable directly to the Washington Parish Communications. At the expiration of this 2.5 year period of time, the fixed rate wireless commercial mobile radio service (CMRS) connection will revert to the statewide rate in effect at that time.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Washington Parish Council for concurrence and after concurrence, to all of the members of Washington Parish’s Legislative Delegation.

WHEREUPON the motion was put to a vote and the vote thereon was as follows:

YEAS: COLEMAN, STOGNER, CORKERN, FENNER, RICHARDSON

NAYS: 0

ABSENT AND NOT VOTING: AUGUST, VERRET

1

I, Cynthia August, Secretary of the Washington Parish Communications District Board, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the assembled Board during regular meeting held on October 7, 2014.

Given under my official signature on this 7th day of October, 2014.

Cynthia August, Secretary
Washington Parish Communications District