

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of February 6, 2007

A properly advertised Washington Parish Communications District Board meeting was held on February 06, 2007 at 805 Pearl Street, Franklinton, LA at 6:00 PM.

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| Members present were: | Mr. James Coleman | Chairman |
| | Mr. Mike Stogner | Vice-Chairman |
| | Mr. Gary Fenner | Treasurer |
| | Mrs. Cynthia August | Secretary |
| | Mr. Joshua Bridges | |
| | Mr. Jason Verret | |
| | Mr. Mike Miller | |

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| Others present were: | Mrs. Joanna Thomas | Manager |
| | Mr. Kenny Gatewood | Attorney |
| | See attached list | Members of the public |

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Mrs. 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.

PUBLIC HEARING – ROAD NAME CHANGES

Chairman Coleman asked for a motion to go into a public hearing on the requested road name changes. Joshua Bridges made the motion to go into a public hearing on the requested road name changes. Gary Fenner seconded the motion. The motion passed by a unanimous vote.

Chairman Coleman then called for the public hearing to begin. He then stated that the District will consider the overall merits of road name change requests as they relate to the delivery of emergency services. The findings of the District will be sent to the Washington Parish Council. The Council has the sole authority to change road names in Washington Parish.

Joanna Thomas stated that all known addresses in the BellSouth 9-1-1 MSAG data base have been sent the required notification of the meeting tonight to consider a request to change the name of Nobles Cemetery Rd to Faith Tabernacle Rd. and a request to change Pleasure Lane to Saddleback Rd.

Faith Tabernacle Rd

Reverend Jerry Cox requested that Nobles Cemetery Rd from the intersection of Henry Crain Rd to Lawrence Creek Rd be renamed Faith Tabernacle Rd and that Nobles Cemetery Rd from Henry Crain Rd to the Hwy 62 (Pine Hwy) not be changed.

District board member Jason Verret expressed the concerns of the problems as it relates to 9-1-1 regarding splitting a road in half with one end named one name and the other end named something different. Chairman Coleman called for comments from the public.

Mr. Robert Spears, 28561 Nobles Cemetery Rd, stated his objection to the change due to the costs to change the address on all of his business invoices and documents. Bro. Cox stated that he would be willing to pay all the costs of the changes.

Mr. Lester Thomas, Mr. Rusty Smith, and Mr. Craig Seals also objected to the requested change.

While not speaking on the issue, a significant number of attendees raised their hand in support of the change.

Petitions with signatures of residents showed 17 persons in favor of the change and 21 persons against the change. In addition, 17 non resident landowners were against the change. These petitions were based on changing the entire Nobles Cemetery Rd to Faith Tabernacle Rd rather than the amended request under discussion.

Mr. Verret expressed the concern that a sign needs to be put at each end of the road where the change would be, to help all emergency agencies to be able to respond in a timely manner.

After all present were given an opportunity to talk, Chairman Coleman called for a motion from the board on the requested name change.

Mr. Miller made the motion that the Communications District take a neutral position on the request that Nobles Cemetery Rd from the intersection of Henry Crain Rd to Lawrence Creek Rd be renamed Faith Tabernacle Rd. Mrs. August seconded the motion. Motion passed by a unanimous vote.

Pleasure Lane

Chairman Coleman called for a public hearing on the change of Pleasure Lane to Saddleback Rd. There was no member of the public at the meeting to give their input.

Mr. Fenner made the motion to not grant the request to send a letter to the Parish Council on this change, since there was no one present to publicly make the request. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

It was later found that the name Pleasure Lane is in process of being issued and has not yet been added to the official list of roads in the parish. This is a new road name being issued due to the number of addresses on a private drive. The request to change a road name that has yet to be fully established does not require a vote of the District or parish government but can, however, be handled administratively.

NORMAL BUSINESS MEETING

Chairman Coleman called the board back into normal session and requested a motion to dispense with the reading of the minutes from the January 9, 2007 meeting. The minutes of January were mailed out to each member prior to this meeting. Mr. Stogner made the motion to dispense with the reading of the minutes of January 9, 2007. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

Chairman Coleman called for any correction or deletions to the minutes of January 9, 2007. Mr. Fenner made the motion to correct the treasurer's report to reflect the 2007 budget review and not the 2006 review. The minutes of January 9, 2007, would therefore read, "motion to accept and approve the treasurer's report, the financial statements, the checklist, the proposed 2007 budget, the December YTD spending as compared to the 2006 budget, and retain Mr. Durden to do our 2006 compilation report".

Chairman Coleman called for a motion to accept and approve the minutes of January 9, 2007 with the correction of the minutes to reflect the change in the treasurer's report to state the 2007 budget review and not the 2006 budget review.

Mr. Stogner made the motion to accept and approve with the January 9, 2007 minutes with the changes made. The minutes of January 9, 2007, would therefore read, "motion to accept and approve the treasurer's report, the financial statements, the checklist, the proposed 2007 budget, the December YTD spending as compared to the 2006 budget, and retain Mr. Durden to do our 2006 compilation report".

Mrs. August seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

PSAP equipment is working well, with no issues to report during the month of January. There has been no equipment failures during the past month. The previous problems with the Bellsouth computer circuit to the Bogalusa Police Department has been repaired.

We received a notice that the battery backup system for our computer at the Bogalusa Police Department was beeping every time their radio was keyed up. An inspection of the equipment showed that our battery back up system was being used by the police radio. The Bogalusa Police Department is now using their own battery back up system.

We gave out a total of 109 new addresses in the Parish during December. Location of these addresses was:

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|-------------|----|
| Franklinton | 68 |
| Mt. Hermon | 07 |
| Pine | 09 |
| Bogalusa | 21 |
| Varnado | 01 |
| Angie | 03 |

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

The Louisiana Works office has referred ten applicants to us for our open position. Of these ten applicants, seven have been tested and interviewed. One applicant is scheduled to be tested and interviewed on Thursday. Of the remaining two, one can not be reached, and one did not show up for their scheduled appointment.

The personnel committee may wish to interview the three strongest candidates during the next three weeks. This will allow the full board to act on the personnel committee's recommendation at our next meeting.

Special Projects

The GeoComm maps and mapping software upgrades continue to be utilized without any problems. Changes and updates to the maps are being submitted to GeoComm as part of our ongoing map maintenance agreement as they become available.

VoIP system testing was accomplished during January for Vonage. We were unable to plot VoIP calls during the original test. Adjustments were later made and test calls were correctly plotted during the second test last week. A third set of tests will occur tomorrow.

In addition, new Nextel towers were tested at the Bogalusa Police Department, Franklinton Police Department, and the Washington Parish Sheriff's Office. Phase 2 wireless coverage is now improved in Washington Parish.

James Merritt from parish government has found a 1996 four wheel drive Jeep Cherokee at the Louisiana State Surplus Office for \$ 1,000. It has been inspected and is in excellent shape. Mr. Coleman will be traveling to Baton Rouge on Thursday or Friday to pick this vehicle up. It should be ready for use when the new employee is hired and trained.

This has 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 Manager's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the manager's report.

Mrs. August made the motion to accept and approve the Manager's Report as given. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

I'm happy to report that the progress of the Commission has been excellent over the past month and that the day to day issues of the Commission have been effectively handled in the office.

PSAP Equipment

Since all CML equipment is installed, present efforts have been directed toward tuning and optimizing it for maximum performance. As Mrs. Thomas has reported, our equipment is working well and several improvements have been installed, and a non-critical issue is being addressed.

Mapping and Addresses

Map development continues forward as Mrs. Thomas mentioned. Installation is being scheduled for March by GeoComm.

Phase 2 Wireless Implementation

As previously mentioned, the wireless Phase 2 retesting has begun and will continue by all carriers until completed.

Public 911 Education

Our 911 web site continues to be updated and has been visited by 1,875 new users with 6,948 page hits. This tremendous increase in usage was due to the aerial photography and revised maps being placed on the web site for use by the public and the newspaper articles alerting people that the information was available.

Other Issues

Unified CAD System for Washington Parish

The proposal from PTS Solutions to allow the sharing of existing data by the Washington Parish Sheriff's Office and the Bogalusa Police Department is still being investigated to insure that security related issues are properly addressed. A final system configuration and cost of this first step should be ready for review at our next meeting.

WPCD's Basic Communications Center for Washington Parish

Following a favorable legal review by Kenny Gatewood, the contract with Richard C. Lambert Consultants has been signed. It is expected that Joanna Thomas and I will be contacted within the next few days to begin the design process.

Road Addressing

As mentioned at the last meeting, certain addressing issues require the development of procedures which both us and Parish government can agree to. Kenny Gatewood has

completed the preparation of the ordinance, and it will be presented to parish government next week.

Other Issues

Joanna and I attended the APCO seminar on January 23rd in Baton Rouge on the post Katrina rebuilding of 9-1-1 facilities and services on January 23rd. Information learned on the NFPA building code has already been passed to the architects.

Conclusions

The recent events surrounding the Katrina emergency are still affecting our citizens and our 9-1-1 system. It may take several more months to resolve the immediate issues related to Katrina. Long term, more complex issues may require several years to resolve. Observation indicates that all agencies and personnel within those agencies have, in many ways, come together with a mindset to make the necessary improvements.

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

TREASURER'S REPORT

Mr. Fenner reviewed the financial statements beginning with the balance sheet, both assets and liabilities. He then reviewed the income and 2007 budget statements. He made note that we have approximately \$ 323,000 in assets. Next, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements.

Chairman Coleman called for a motion to accept and approve the treasurer's report, the financial statements and the checklist and the budget review. Mrs. August made the motion to accept and approve all the financial reports, checklist and the 2007 budget review. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

Mrs. August stated that before the next meeting the personnel committee will be interviewing the top applicants. We will research the records to confirm the procedures utilized during the last interviews of the committee. Following the personnel committee interviews, the committee will bring the names before the board for a vote at the March meeting.

Chairman Coleman called for any additional comments or questions from the members of the board. Hearing no other questions or additional comments, Chairman Coleman called for a motion to adjourn.

Mr. Miller made the motion to adjourn the Board meeting. Mr. Stogner seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 7:25 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____
Mrs. Cynthia August, Secretary