

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**Minutes of May 5, 2009**

A properly advertised Washington Parish Communications District Board meeting was held on May 5, 2009 at 805 Pearl Street, Franklinton, LA at 6:00 PM.

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

Members absent were: Mr. Jason Verret

Others present were: Mr. 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**

Mr. Coleman called the roll. The results of that roll call are recorded above.

**APPROVAL OF MINUTES**

Mr. Coleman called for a motion to dispense with the reading of the minutes from the April, 2009, 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 minutes. Mrs. August seconded the motion. Motion passed by a unanimous vote.

Mr. Bridges made the motion to approve the minutes of April, 2009. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

**MANAGER'S REPORT**

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

First, let me report on the daily operational issues.

***Daily Operational Issues***

PSAP equipment is working well, with no issues to report during the month of April. There have been no equipment failures, during the past month.

All four equipment related items mentioned in last month's report have been fixed.

We gave out a total of 41 new addresses in the Parish during April. Ms Moore and Ms Jones have also been working very hard on some mapping issues from GeoComm and making the proper changes as well as ESN issues. The location of these addresses was as follows:

Sun area	00
Franklinton	18
Mt. Hermon	03
Pine	09
Bogalusa	05
Varnado	03
<u>Angie</u>	<u>03</u>
Total	41

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. Our accounting records have been turned into Mr. Durden's office for the yearly compilation report. As of May 4th Mr. Mike at Bill Durden's office said there were no findings. He has not completed the report, but so far all looks good.

### ***Special Projects***

Aerial photography updates have been received from GeoComm and are in the process of being installed. Total cost of this project was \$ 250. Since we used photographs from another Louisiana public agency we were able to save \$ 60,000.

Our project to assign an address to each point where the ESN boundaries crosses a road is nearing completion. The one issue that is slowing us down is determining precisely where the Bogalusa city limits are located.

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 May, 2009, Manager's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the manager's report.

Mr. Bridges made the motion to accept and approve the May, 2009, Manager's Report as given. Mrs. August seconded the motion. Motion passed by a unanimous vote.

## **CHAIRMAN'S REPORT**

### ***Public 911 Education***

Our 911 web site was visited by 179 new users during the month of April. There were 370 page hits during this time period. This is essentially a repeat of last month's activity level.

### **District Income Preservation Initiatives**

A resolution supporting the resolution below was adopted by Washington Parish government on March 16<sup>th</sup>.

**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 PREPAID WIRELESS TELEPHONE SERVICE.**

The following summary represents the path forward on this issue.

Louisiana statute R.S. 33:9109 requires that wireless cell phone providers collect a 9-1-1 service charge and remit these funds to the Communications Districts. The cell phone industry has been doing this for a number of years. Those cell phone providers which utilize pre-paid cards to collect their revenues have taken the position that R.S. 33:9109 does not apply to them.

House Bill 505, a local bill by Representatives Harrison, Gisclair, Richard, and Gary Smith authorizes the governing authority of certain communications districts to levy a service charge on prepaid wireless emergency service by amending R.S. 33:9109(B)(2) and (C)(7)(c) and to enact RS:9109(B)(10) and (C)(4.1).

The Washington Parish Communications District and the Washington Parish Government have both passed Resolutions supporting the introduction of a local bill to levy a service charge on prepaid wireless emergency service.

In addition, the Communications District has appropriately published a "Notice to Introduce Local Bill" in compliance with Section 13, Article III of the Louisiana Constitution of 1974.

A more comprehensive state wide approach to levying a service charge on prepaid wireless is contained within House Bill 782 by Representative Ellington, and this bill will be heard in the House Commerce Committee on Monday, May 11, 2009 in Room 1.

If the state wide approach (will require a 2/3 majority) does not appear likely to pass, the District will request Representative Ritchie to propose that House Bill 505 be amended to include Washington Parish.

### **District Legal Projects**

Wayne Kuhn expects the language for the Cooperative Endeavor Agreement between Washington Parish Government and the Communications District related to the construction of the Communications Center should be ready for review in the next two weeks.

### **Communications Center Louisiana Capital Appropriations**

The Cooperative Endeavor Agreement between the State of Louisiana and the Parish of Washington has been signed by all parties and is attached in short form.

The Architectural and Engineering contract between Lambert and the Parish of Washington is currently under review by the Louisiana Facility Planning and Control office.

***LRA Funding for Tower Related Costs***

The final application to the U.S. Department of Housing and Urban Development has been completed for a communications tower and related expenses of \$ 779,000. Work continues on the application for FCC approval for tower construction.

***Homeland Security Funding***

The Governor's Office of Homeland Security has purchased certain radio interoperability equipment which will be utilized in conjunction with the Communications Center tower previously mentioned. This equipment has been installed within our current building but will be moved to our new building upon its completion.

***WPCD's Request For FEMA Hazard Mitigation Funding Request***

Loren Dennis, Disaster Recovery Specialist, Mitigation Section has informed us that a revised application for hurricane proof metal window shields will likely be approved.

***Agency Recruitment and Retention***

The District, at its September, 2008, meeting, voted to provide its employees a benefit plan, the cost and configuration to be determined and approved at future meetings.

The District's approval at the last meeting to furnish health insurance for the employees with total costs not to exceed \$ 1,500 is being implemented to provide immediate coverage. This will be reviewed by the Personnel Committee at the end of the year for possible adjustments. As a note, two of our three employees currently have no health insurance coverage.

Application has been made with Blue Cross/Blue Shield for the coverages shown below. Monthly cost is estimated at \$806 per month.

Deductible :	\$ 1,500
Co Pay :	\$ 30 for primary care visits \$ 50 for specialists
Vision Care:	\$ 50 per exam
Drugs:	\$ 4 to \$60 depending on Tier
Emergency Room:	\$100
Pregnancy :	No coverage

## ***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 May, 2009, Chairman's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the Chairman's Report. Mr. Stogner made the motion to accept and approve the April, 2009, Chairman's Report as given. Mrs. August 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 budget statements. Next, he reviewed the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements. Mr. Fenner reviewed all the financial statements, the checklist, and the April YTD spending as compared to the 2009 budget.

Chairman Coleman called for a motion to accept and approve the Treasurer's report, the financial statements, the checklist, and the April YTD spending as compared to the 2009 budget.

Mr. Miller made the motion to accept and approve the Treasurer's report, the financial statements, the checklist, and the April YTD spending as compared to the 2009 budget. Mr. Bridges seconded the motion. Motion passed by a unanimous vote.

## **COMMITTEE REPORTS**

There were no committee reports.

## **OLD AND NEW BUSINESS**

The health insurance benefits for the District's employees was discussed. The Personnel Committee will review this program at the end of each year and report to the Board.

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. Mrs. August 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