

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**Minutes of April 5, 2022**

A properly advertised Washington Parish Communications District Board meeting was held on April 5, 2022 at 54100 Dollar Rd, Franklinton, LA at 6:30 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Danny Harris	Treasurer
	Mrs. Cynthia August	Secretary
	Mr. Mike Stogner	Vice-Chairman
	Ms. Sarah Burris	
	Mr. Brent Jones	

Members absent were: Mr. Olander Smith

Others present were:	Joanna Thomas	Director
	Dan Foil	Attorney

Chairman Coleman called the meeting to order at the appointed time of 6:30 p.m. Ms. Thomas 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 March, 2022, meeting. The minutes were emailed out to each member prior to this meeting. Mrs. Burris made the motion to dispense with the reading of the March, 2022, meeting minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the March, 2022, meeting minutes. Mr. Stogner made the motion to approve the March, 2022, meeting minutes. Mr. Jones seconded the motion. Motion passed by a unanimous vote.

**DIRECTOR'S REPORT**

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

***Daily Operational Issues***

All dispatch positions are up and running. Acting on a request from Geoff Crowe the second position at the Sheriff's office has been returned to operation.

For the month of March we issued 45 new addresses they were:

Franklinton	24
Bogalusa	08
Pine	06
Mt. Hermon	02
Angie	01
Varnado	04
Total	45

Mrs. Moore and Ms. Jones continue to work on the mapping.

The accounting system is working well. Jim and I continue to input the monthly financial data... Mrs. Moore continues to do the addressing and both Mrs. Moore and Ms. Jones continuing to work on map updates on a daily basis.

### ***Special Projects***

1. A visit to Tangipahoa 9-1-1 by the Strategy Committee has been accomplished.

The items discussed during this visit included:

- Capability of Tangipahoa 9-1-1 to answer Washington Parish 9-1-1 calls during an emergency.
- Capability of Tangipahoa 9-1-1 to answer Washington Parish 9-1-1 calls during normal operations.

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. Harris made the motion to accept and approve the Director's Report as given. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

## **CHAIRMAN'S REPORT**

### **Public 911 Education**

The site was visited by 146 new users with 192 page hits in March. Foreign users were from China, Pakistan, India, Canada and Sweden.

### **Special Projects**

- Weekly review of ongoing technical issues continue.

- Preparation for the 2022 hurricane season:
  - Remote control of radio systems – Completed
  - Protect building air intake hoods – Scheduled for April
  - Install generator transfer switch – Obtaining equipment Quotes
  - Adjust guy wire tension – To be scheduled for May
  - Install replacement antennas and lightning rod – To be scheduled for May
  - Perform generator yearly maintenance - To be scheduled for June

**Other Business**

- Improve Cyber Security System – Core Completed, Mobile Devices In Progress

**2022 Projects**

**Capital**

Install Building Air Intake Hoods		\$ 2,000 (in progress)
Install Remote Radio Control		\$ 8,500 Completed
Install Generator Transfer Switch		\$ 15,000
Acquisition of Dispatch Room Computers		\$ 5,400 (new item)
Install replacement antennas and lightning rod		\$ 4,000

**Non Capital**

Adjust Guy Wire Tension		\$ 5,000
Perform Generator Maintenance		\$ 3,000
Improved Cyber Security System Software		\$ 3,000 per year (in progress)

**Future Projects**

Building Expansion, Bunking and Feeding Safe Room		\$ 1,500,000 (Grant)
Franklinton Bunker		\$ 500,000
Replace Franklinton tower		\$ 135,000
Security Fencing		\$ 170,000
Replace 25 Year Old Vehicle		\$ 32,000
Replace 8 year old Audio Visual System		\$ 130,000
Replace 8 year old Telephone System		\$ 50,000
Replace EOC Tower Lighting System		\$ 30,000

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. August made the motion to accept and approve the Chairman’s Report as given. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

## **TREASURER'S REPORT**

Mr. Harris reviewed the March, 2022, financial statements, the income and budget statements, the check register, the cash receipts, cash disbursements, the account reconciliation statement, the YTD spending compared to the 2022 budget, and the 911 funds statement.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the March, 2022, financial statements, income and budget statements, the check register, the cash receipts, cash disbursements, the account reconciliation statement, the YTD spending compared to the 2022 budget, and the 911 funds statement.

Mr. Stogner made the motion to accept and approve the Treasurer's report, the March, 2022, financial statements, income and budget statements, the check register, the cash receipts, cash disbursements, the account reconciliation statement, the YTD spending compared to the 2022 budget, and the 911 funds statement. Mr. Jones seconded the motion. Motion passed by a unanimous vote.

## **OLD/NEW BUSINESS**

Mr. Harris made the motion to approve the addition of the capital budget item, "Acquisition of Dispatch Room Computers". Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mrs. Burris made the motion to approve the 2022-2023 agreements with Rave Mobile Safety for software support and usage at a cost of \$ 5,000 and with Geo-Comm, Inc for software support and usage at a cost of \$ 17,000. Mrs. August 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. Stogner made the motion to adjourn. Mr. Harris seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 6:30 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: \_\_\_\_\_ Mrs. Cynthia August, Secretary