

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 14, 2022

A properly advertised Washington Parish Communications District Board meeting was held on June 14, 2022 at 54100 Dollar Rd, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mr. Olander Smith	

Members absent were:	Mr. Danny Harris	Treasurer
	Mrs. Cynthia August	Secretary
	Ms. Sarah Burris	
	Mr. Brent Jones	

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. 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 May, 2022, meeting. The minutes were emailed out to each member prior to this meeting. Mr. Stogner made the motion to dispense with the reading of the May, 2022, meeting minutes. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

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

DIRECTOR'S REPORT

This office has been active during the month of May 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.

For the month of May we issued 28 new addresses they were:

Franklinton	18
Bogalusa	06
Pine	01
Mt. Hermon	01
Angie	02
Total	28

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 Mrs Jones continuing to work on map updates on a daily basis.

Special Projects

I am currently working with Tangipahoa 9-1-1 to develop a mutual aid plan during emergencies.

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. Smith made the motion to accept and approve the Director's Report as given. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 155 new users with 199 page hits in May. Foreign users were from France, Canada, Ireland, India and China.

Special Projects

- Weekly review of ongoing technical issues continue. Most recent meeting was today.
- Preparation for the 2022 hurricane season:
 - Protect building air intake hoods – Completed
 - Install generator transfer switch – Equipment Ordered
 - Adjust guy wire tension – To be accomplished tomorrow.
 - Install replacement antennas and lightning rod – To be accomplished tomorrow.
 - Perform generator yearly maintenance –Yearly Maintenance completed, new battery scheduled for June.
 - Acquisition of Dispatch Room Computers – Installation complete.

Other Business

- Improve Cyber Security System – Core Completed, Mobile Devices In Progress
- Intergovernmental Agreement With Tangipahoa.
- AT&T Tariff of February 1, 2022, as per Paragraph A3.2.1 of Document LA-22-006:
 - Residence Service, per line: \$33.00 per month up from \$21.28 per month.
 - Business Single Line Service, per line: \$755.00 per month up from \$125.00 per month.

2022 Projects

Capital

Install Building Air Intake Hoods		\$ 2,000 Completed
Install Remote Radio Control		\$ 8,500 Completed
Install Generator Transfer Switch		\$ 15,000 (Parts ordered)
Acquisition of Dispatch Room Computers		\$ 5,400 Complete
Install replacement antennas and lightning rod		\$ 13,000 (Scheduled for 6/15/22)

Non Capital

Adjust Guy Wire Tension		\$ 5,000 (Scheduled for 6/15/22)
Perform Generator Maintenance		\$ 3,000 (New battery in June)
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. Stogner made the motion to accept and approve the Chairman's Report as given. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Coleman reviewed the May, 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 May, 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, the 911 funds statement and to move \$10,000 from the checking account into the LAMP Restricted Funds account.

Mr. Stogner made the motion to accept and approve the Treasurer's report, the May, 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, the 911 funds statement and to move \$10,000 from the checking account into the LAMP Restricted Funds account. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Mr. Keith Davidson of VFIS presented the upcoming insurance coverages:

	2021 to <u>2022</u>	2022 to <u>2023</u>	change \$	change %
Property	\$43,341.00	\$47,995.00	\$4,654.00	11.75
Liability	\$1,970.00	\$2,053.00	\$83.00	4.21
Manage Liability	\$2,406.00	\$1,623.00	(\$783.00)	-32.54
Umbrella	\$1,219.00	\$1,038.00	(\$181.00)	-14.90
Tax/Surcharge	\$1,079.19	\$1,162.25	\$83.06	7.98
Crime	\$442.76	\$432.00	(\$10.76)	-2.49
Auto	\$4,764.00	\$5,370.00	\$606.00	14.43
Total Premium	\$55,221.95	\$59,673.25		8.75
Increase/(Decrease)	#REF!	\$4,451.30		
Blanket Contents Limit	\$2,182,715.00	\$2,270,022.00		4.16
Building	\$2,587,776.00	\$2,691,287.00		4.16
Total Coverage	\$4,770,491.00	\$4,961,309.00		4.16

Mrs. Smith made the motion to approve the renewal of the VFIS yearly insurance coverage. Mr. Stogner 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. Smith 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