

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of March 3, 2020

A properly advertised Washington Parish Communications District Board meeting was held on March 3, 2020 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Gary Fenner	Treasurer
	Mrs. Cynthia August	Secretary
	Mr. Danny Harris	
	Ms. Sarah Burris	
	Mr. Olander Smith	

Members absent were:	Mr. Mike Stogner	Vice-Chairman
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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 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 February, 2020, 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 February, 2020, meeting minutes. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the February, 2020, meeting minutes. Ms. August made the motion to approve the February, 2020, meeting minutes with a correction. Ms. Burris seconded the motion. Motion passed by a unanimous vote.

DIRECTOR'S REPORT

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

Daily Operational Issues

All PSAP are up a running with our new 911 system no major issues to report at this time. We have a few little kinks to work out but they are not affecting the results of the 911 calls.

For the month of February we issued 19 new addresses they were:

Franklinton	11
Angie	02
Bogalusa	03
Pine	03
Total	19

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. The new map system is currently in use.

Special Projects

The project to align our three data bases (MSAG, Map and Snap Shot) continues. We are 99.6 % complete on this project.

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

CHAIRMAN’S REPORT

Public 911 Education

The site was visited by 121 new users with 173 page hits in February. Foreign users were from Russia, Singapore, Netherlands, and the India.

Special Projects

- Installation of the new Solacom 9-1-1 system is complete. The system was started up last week. Final adjustments are in progress.

2020 Projects

Capital

Fire Alarm Control Replacement		\$ 10,000
Fencing and Security at Office		\$ 180,000
9-1-1 Equipment Replacement		\$ 466,000 (complete)

Non Capital

UPS Battery Replacement		\$ 10,000
Tower Inspection and Adjustments		\$ 18,000
Field Computer Upgrades		\$ 5,000
Reverse 9-1-1		\$ 12,000 per year

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

TREASURER'S REPORT

Mr. Fenner reviewed the February, 2020, financial statements, the income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2020 budget, and the 911 funds statement with cash disbursements.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the February, 2020, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2020 budget, and the 911 funds statement with cash disbursements.

Mr. Fenner made the motion to accept and approve the Treasurer's report, the February, 2020, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2019 budget, and the 911 funds statement with cash disbursements. Ms. August seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

There was no old or new business.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Harris made the motion to adjourn. Mr. Smith 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