

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of March 2, 2021

A properly advertised Washington Parish Communications District Board meeting was held on March 2, 2021 at 54100 Dollar Road, Franklinton, LA at 6:00 PM.

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

Members absent were:	Mr. Gary Fenner	Treasurer
	Mr. Olander Smith	

Others present were:	Joanna Thomas	Director
	Dan Foil	Attorney

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Ms. August 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 February, 2021, meeting. The minutes were mailed out to each member prior to this meeting. Mr. Harris made the motion to dispense with the reading of the February, 2021, meeting minutes. Ms. Burris seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the February, 2021, meeting minutes. Ms. August made the motion to approve the February, 2021, meeting minutes. 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.

On February 15, 2021, approx. 1727 CDT, the AT&T network from the main 911 equipment at

the Sheridan Emergency Operations Center to the Bogalusa PD, the Franklinton PD and the Washington Parish Sheriff's Office went down. The AT&T network which bring all 911 calls in the Parish into the main 911 equipment at the Sheridan Emergency Operations Center remained operational throughout the weather event.

The backup microwave link to the Washington Parish Sheriff's Office automatically routed all 911 calls in the parish including BPD and FPD to the Sheriff's dispatcher.

During the 41.95 hours of system disruption there were 133 calls to 911, all handled by the Washington Parish Sheriff's Office. The average during this period was 3.17 calls per hour.

For the month of February we issued 27 new addresses they were:

Franklinton	15
Bogalusa	02
Mt. Hermon	05
Pine	04
Angie	01
Total	27

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. All the financials have been taken to Minda for the audit.

Mrs. Moore continues to do the addressing and both Ms Moore and MS Jones continuing to work on map updates on a daily basis.

Special Projects

The project to prepare our equipment to utilize the new map data field collection system is still under way. The next meeting with the consultant is scheduled for March 11.

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. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN’S REPORT

Public 911 Education

The site was visited by 244 new users with 344 page hits in February. Foreign users were from Canada, Portugal, China, Ukraine,

Special Projects

- Provide tower space to Geaux Techie, Llc, 113 Richard St, Franklinton, LA 70438 – Proposed Cooperative Endeavor Agreement sent to Geaux Techie. They have confirmed receipt.

Other Business

- Parish council requests Law Enforcement Advisory Committee. Committee Charter is attached.

2021 Projects

Capital

Fire Alarm Control Replacement		\$ 10,000 (Major work completed)
Preliminary Design of Building Expansion		\$ 19,000 (completed)

Non Capital

Tower Inspection and Adjustments		\$ 18,000 (quote request being done)
SMART911		\$ 5,250
Transition to New Mapping Software		\$ 4,000 (scheduled for March)
Replacement Radio Amplifier		\$ 3,000
Replacement Cellular Amplifier for 4G		\$ 1,000

Future Projects

Building Expansion		\$ 1,500,000
Franklinton Bunker		\$ 500,000
Security Fencing		\$ 170,000

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

TREASURER'S REPORT

Mr. Coleman reviewed the February, 2021, financial statements, the income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2021 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, 2021, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2021 budget, and the 911 funds statement with cash disbursements.

Mr. Stogner made the motion to accept and approve the Treasurer's report, the February, 2021, financial statements, income and budget statements, the check register, the cash receipts, the account reconciliation statement, the YTD spending compared to the 2021 budget, and the 911 funds statement with cash disbursements. Ms. Burris seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

There was no additional business.

COMMITTEE REPORTS

There were no committee reports.

PUBLIC PARTICIPATION

There was no participation by the public.

Ms. August made the motion to adjourn. Mr. Harrs 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