

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**Minutes of May 3, 2022**

A properly advertised Washington Parish Communications District Board meeting was held on May 3, 2022 at 54100 Dollar Rd, Franklinton, LA at 6:00 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 6:00 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 April, 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 April, 2022, meeting minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

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

**DIRECTOR'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

***Daily Operational Issues***

All dispatch positions are up and running.

For the month of April we issued 25 new addresses they were:

|             |    |
|-------------|----|
| Franklinton | 14 |
| Bogalusa    | 03 |
| Pine        | 03 |
| Mt. Hermon  | 02 |
| Angie       | 01 |
| Varnado     | 01 |
| Sun         | 01 |
| Total       | 25 |

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 94 new users with 138 page hits in April. Foreign users were from China, Ukraine, and Australia.

## Special Projects

- Weekly review of ongoing technical issues continue.
- Preparation for the 2022 hurricane season:
  - Protect building air intake hoods – Completed
  - Install generator transfer switch – Equipment Ordered
  - Adjust guy wire tension – To be scheduled for June
  - Install replacement antennas and lightning rod -- To be scheduled for June
  - Perform generator yearly maintenance -Scheduled for May
  - Acquisition of Dispatch Room Computers – Installation in progress

## 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 (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. Mrs. 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 April, 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 April, 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 April, 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. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

### **OLD/NEW BUSINESS**

Mrs. August made the motion to approve the renewal of the GeoComm yearly map data agreement for \$7,008. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

### **COMMITTEE REPORTS**

The Strategy Committee's report of the visit to the Tangipahoa Communications District's board meeting of April 28<sup>th</sup> was presented by Chairman Coleman. The document, "Intergovernmental Agreement Between The Washington Parish Communications District And The Tangipahoa Parish Communications District Number One" was reviewed with their board members.

### **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

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE WASHINGTON PARISH  
COMMUNICATIONS DISTRICT AND THE TANGIPAHOA PARISH  
COMMUNICATIONS DISTRICT NUMBER ONE**

**WHEREAS**, the Washington Parish Communications District, Parish of Washington, State of Louisiana, is a political subdivision of the State of Louisiana validly organized and created in accordance with Chapter 31 of Title 33 of the Louisiana Revised Statutes of 1950, as amended, (La. R.S. 33:9101 *et seq.*); and

**WHEREAS**, the Tangipahoa Parish Communications District Number One, Parish of Tangipahoa, State of Louisiana, is a political subdivision of the State of Louisiana validly organized and created in accordance with Chapter 31 of Title 33 of the Louisiana Revised Statutes of 1950, as amended, (La. R.S. 33:9101 *et seq.*); and

**WHEREAS**, Article 7 Section 14(C) of the Constitution of the State of Louisiana, La. R.S. 33:1324 *et seq.*, and La. R.S. 41:1291 through 1294 permits the entering into an intergovernmental agreement between the Washington Parish Communications District and the Tangipahoa Parish Communications District Number One; and

**WHEREAS**, both the Washington Parish Communications District and the Tangipahoa Parish Communications District Number One are committed to providing the citizens of their Parishes with 9-1-1 systems that increase effectiveness and decrease response times, thereby saving lives and property; and

**WHEREAS**, during certain emergency related events the delivery and handling of 9-1-1 calls can be adversely affected at the call handling facilities within either parish,

**BE IT RESOLVED** that the Tangipahoa Parish Communications District Number One and the Washington Parish Communications District agree to assist one another, upon request, in the establishment of 9-1-1 call handling, telephone, radio and broadband communications during emergency situations.

**BE IT FURTHER RESOLVED** that the Tangipahoa Parish Communications District Number One and the Washington Parish Communications District agree to explore other areas of potential cooperation such as the development an Intergovernmental Agreement similar to the February 2018, agreement between Tangipahoa Communications District Number One and the St. Helena Parish 911 Communications District.

**WHEREUPON**, the above and foregoing having been submitted to a vote, on this, the \_\_\_\_ day of \_\_\_\_, 2022, the vote thereupon resulted as follows:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

**TANGIPAHOA PARISH COMMUNICATIONS DISTRICT NUMBER ONE**

By:       SIGNATURE      

Chairman, Tangipahoa Parish Communications District Number One

By:       SIGNATURE      

Secretary, Tangipahoa Parish Communications District Number One

**WHEREUPON**, the above and foregoing having been submitted to a vote, on this, the \_\_\_\_ day of \_\_\_\_, 2022, the vote thereupon resulted as follows:

YEAS:

NEYS:

ABSTAINED:

ABSENT:

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**

By:       SIGNATURE      

Chairman, Washington Parish Communications District

By:       SIGNATURE      

Secretary, Washington Parish Communications District