

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of May 2, 2023

A properly advertised Washington Parish Communications District Board meeting was held on May 2, 2023 at 54100 Dollar Rd., 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	Treasurer
	Mr. Olander Smith	
	Mr. Brent Jones	
	Ms. Sarah Burris	

Members absent were: none

Others present were:	Joanna Thomas	Director
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Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Rev. 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 April, 2023, meeting. The minutes were emailed out to each member prior to this meeting. Mr. Smith made the motion to dispense with the reading of the April, 2023, meeting minutes. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the April, 2023, meeting minutes. Mr. Stogner made the motion to approve the April, 2023, 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 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 21 new addresses they were:

Franklinton	10
Bogalusa	05
Pine	03
Mt. Hermon	01
Varnado	02
Total	21

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

Ms. Jones continues to actively work on the St. Tammany border. After completion she will expand the review to the four Mississippi counties that we border.

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. Mrs. Burris 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 139 new users with 220 page hits in April. Foreign users were from China, Singapore, Canada, and Germany.

Special Projects

- Weekly review of ongoing technical issues continue. Meeting today was accomplished satisfactorily.
- Mapping software training is ongoing.
- Generator Transfer Switch final hookup is tomorrow
- Generator spring inspection and oil change is tomorrow.
- Damaged Fire Suppression Sprinkler System
 - Pump and diesel engine are being rebuilt. No reported issues.

2023 Projects

Capital

Install Generator Transfer Switch		\$ 15,000 (completion on May 3)
Replace 8 year old Telephone System		\$ 10,000
Replace EOC Tower Lighting System		\$ 35,000
Replace Tower Mounted TV Camera		\$ 10,000 (Cameras delivered)
Replace Damaged Antenna On Tower		\$ 10,000 (Partial delivery)
Raplace Two Dispatch TV Screens		\$ 3,000 (TVs mounted on wall)

Non Capital

Improved Cyber Security System Software		\$ 3,000 per year (in progress)
Remove Microwave Dishes From Tower		\$ 5,000

Future Projects

Building Expansion, Bunking and Feeding Safe Room		\$ 1,500,000 (Grant)
Franklinton Bunker		\$ 500,000 (Grant)
Replace Franklinton tower		\$ 350,000 (Grant)
Security Fencing		\$ 170,000
Replace 25 Year Old Vehicle		\$ 32,000
Replace 8 year old Audio Visual System		\$ 130,000
Replace 9-1-1 Call Recorder		\$ 20,000
Replace Law Enforcement LWIN Radios		\$ 40,000 (does not include radios used for audio recordings)
Add Additional Dispatch Position		\$ 50,000

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. Burris made the motion to accept and approve the Chairman's Report. Mr. Jones seconded the motion. Motion passed by a unanimous vote.

TREASURER'S REPORT

Mr. Coleman reviewed the April, 2023, 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 2023 budget respectively, and the 911 funds statement.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the April, 2023, financial statements, income and budget statements, the check register, the cash receipts, cash disbursements, the account reconciliation statement, the YTD spending compared to the 2023 budget respectively, and the 911 funds statement.

Mrs. August made the motion to accept and approve the Treasurer's report, the April, 2023, financial statements, income and budget statements, the check register, the cash receipts, cash disbursements, the account reconciliation statement, the YTD spending compared to the 2023 budget respectively, and the 911 funds statement. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

OLD/NEW BUSINESS

Mr. Coleman called for a motion to approve Public Safety Agency Petition to Change A Road Name # 2023-01, Windy Ridge Ln and 2023-2, Duckslanding Trace. Both petitions request the removal of these roads from our map and data base due to non-utilization as a named road. Mr. Harris made the motion to motion to approve Public Safety Agency Petition to Change A Road Name # 2023-01, Windy Ridge Ln and 2023-2, Duckslanding Trace. Mr. Jones seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to enter into a Rave 911 Suite standard agreement with Rave Mobile Safety, 492 Old Connecticut Path, Suite 200, Framingham, MA 01701, for the next year at a cost of \$ 5,250. Mrs. August made the motion to enter into a Rave 911 Suite standard agreement with Rave Mobile Safety, 492 Old Connecticut Path, Suite 200, Framingham, MA 01701, for the next year at a cost of \$ 5,250. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to enter into a generator maintenance agreement with Taylor Sudden Service Taylor Power Systems, 947 Industrial Park Drive, Gonzales, LA 70737 for the next year at a cost of \$ 3,132.50. Mr. Stogner made the motion to enter into a generator maintenance agreement Taylor Sudden Service Taylor Power Systems, 947 Industrial Park Drive, Gonzales, LA 70737 for the next year at a cost of \$ 3,132.50.. Mr. Harris 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. Smith made the motion to adjourn. Mrs. August 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