

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of October 3, 2023

A properly advertised Washington Parish Communications District Board meeting was held on October 3, 2023 at 54100 Dollar Rd., Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Danny Harris	Treasurer
	Mr. Olander Smith	

Members absent were:	Mr. Mike Stogner	Vice-Chairman
	Mrs. Cynthia August	Secretary
	Ms. Sarah Burris	
	Mr. Brent Jones	

Others present were:	Joanna Thomas	Director
	Chase Anderson	Lawyer

Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Rev. September opened with prayer.

ROLL CALL OF BOARD MEMBERS

Mrs. Thomas called the roll. The results of that roll call are recorded above. Since a quorum was not present, those in attendance met as a committee with all motions to be made as recommendations to the board.

Mr. Coleman called for a motion to dispense with the reading of the minutes from the September, 2023, meeting. The minutes were emailed out to each member prior to this meeting. Mr. Harris made the motion to dispense with the reading of the September, 2023, meeting minutes. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the September, 2023, meeting minutes. Mr. Harris made the motion to approve the September, 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 September 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 September we issued 17 new addresses they were:

Franklinton	05
Bogalusa	03
Pine	06
Mt. Hermon	02
Varnado	01
Total	17

MS 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 MS Moore and MS Jones continuing to work on map updates on a daily basis.

Special Projects

Ms. Jones has updated our map border based on the agreement with Pearl River County. She is now working on the border with Marion, Pike and Walthall Counties.

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. Harris seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

The site was visited by 652 new users with 524 page hits in September. Foreign users were from Ireland, China, Canada, Singapore, and Thailand..

Special Projects

The rebuilt Fire Suppression Sprinkler System pump and diesel engine has been installed. Final adjustments to the engine and pump will be made tomorrow.

- Weekly review of ongoing technical issues continue. The ATT Government liaison joined the group today to discuss network stability.
- Mapping software training is ongoing.
- Yealink telephone desk sets have been installed and are available for use with temporary telephone numbers. The Toshiba system will continue to be utilized until our present telephone numbers are ported to the new system.

2023 Projects

Capital

Install Generator Transfer Switch		\$ 15,000 (completed)
Replace 8 year old Telephone System		\$ 10,000 (In progress)
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 (completed)
Replace 4 Analog CCTV Cameras		\$ 3,500 (awaiting quote)

Non Capital

Improved Cyber Security System Software		\$ 3,000 per year (in progress)
Remove Microwave Dishes From Tower		\$ 5,000
Bunker UPS Battery Replacement		\$ 10,000

Future Non Capital Projects

Wireless Location Improvement Project		\$ 15,000
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Future Capital Projects

Building Expansion, Bunking and Feeding Safe Room		\$ 1,500,000 (Grant)
Franklinton Tower and Bunker		\$ 1,239,000 (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
Replacement Radio Dispatch System		\$ 300,000

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

TREASURER'S REPORT

Mr. Harris reviewed the September, 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 September, 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.

Mr. Harris made the motion to accept and approve the Treasurer's report, the September, 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. Mr. Smith 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.

Mr. Harris 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