

**WASHINGTON PARISH COMMUNICATIONS DISTRICT**  
**Minutes of April 2, 2024**

A properly advertised Washington Parish Communications District Board meeting was held on April 2, 2024 at 54100 Dollar Rd., Franklinton, LA at 6:00 PM.

|                       |                     |           |
|-----------------------|---------------------|-----------|
| Members present were: | Mr. James Coleman   | Chairman  |
|                       | Mrs. Cynthia August | Secretary |
|                       | Mr. Danny Harris    | Treasurer |
|                       | Ms. Sarah Burris    |           |

|                      |                   |               |
|----------------------|-------------------|---------------|
| Members absent were: | Mr. Olander Smith |               |
|                      | Mr. Mike Stogner  | Vice-Chairman |
|                      | Mr. Brent Jones   |               |

|                      |                |          |
|----------------------|----------------|----------|
| Others present were: | Joanna Thomas  | Director |
|                      | Chase Anderson | Attorney |

Chairman Coleman called the meeting to order at the appointed time of 6:00 PM.

**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 March, 2024, 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 March, 2024, meeting minutes. Mrs. August seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the March, 2024, meeting minutes. Mr. Smith made the motion to approve the March, 2024, meeting minutes. Mrs. August seconded the motion. Motion passed by a unanimous vote.

**DIRECTOR'S REPORT**

This office has been active during the month of March 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 with no issues to report.

For the month of March we issued 27 new addresses they were:  
Franklinton      17

|            |    |
|------------|----|
| Pine       | 04 |
| Bogalusa   | 02 |
| Mt. Hermon | 02 |
| Varn       | 02 |
| Total      | 27 |

The accounting system is working well. Jim and I continue to input the monthly financial data. We currently have a \$10,000 credit on our ATT switching equipment account and have been notified of an additional \$9,816 credit on our 9-1-1 lines account.

Mrs. Moore and Ms Jones continue to work on the mapping.

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 updated our map showing the Mississippi border. She is now working with Walthall County to begin the process of developing a mapping agreement.

Last month I started working with Ron Bloom on cell towers and cell phone calls accuracy improvements.

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

## **CHAIRMAN'S REPORT**

### **Public 911 Education**

The site was visited by 606 new users with 716 page hits in March. Foreign users were from Portugal, Britain, Germany, Ireland, India, Netherlands, Mexico, China, Argentina, and Ukraine,

### **Special Projects**

- Weekly review of ongoing technical issues continue. Requested ATT credits for network issues still in process by ATT.
- Mapping software training is ongoing. Bogalusa PD has provided their data for the crime map.

- Agriculture Appropriations Bill (with tower funding) has been approved. A project kick-off meeting was held last week with Landon Tims and Alex Sumrall with Parish Government.
- A detailed tour of the building was given to Fred Oswald and Brent Jones last week.

## 2024 Projects

### Capital 2024

|  |  |                               |
|--|--|-------------------------------|
| 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)  |
| Replace 8 year old Audio Visual System |  | \$ 25,000 (Partial)           |
| Replace 9-1-1 Call Recorder            |  | \$ 20,000                     |
| Radio Antenna Combiner                 |  | \$ 20,000                     |

### Non Capital 2024

|   |  |           |
|---|--|-----------|
| Remove Microwave Dishes From Tower                |  | \$ 5,000  |
| Wireless Location Improvement Project             |  | \$ 15,000 |
| Replace Fans and Capacitors in Main Building UPS  |  | \$ 10,000 |
| Replace Fans and Capacitors in Tower Building UPS |  | \$ 10,000 |

### 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            |
| 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 March, 2024, 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 2024 budget, and the 911 funds statement.

Mr. Coleman called for a motion to accept and approve the Treasurer's report, the March, 2024, 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 2024 budget, and the 911 funds statement.

Mr. Harris made the motion to accept and approve the Treasurer's report, the March, 2024, 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 2024 budget, and the 911 funds statement. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

### **COMMITTEE REPORTS**

There were no committee reports.

### **OLD/NEW BUSINESS**

There was no old/new business.

### **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