

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of July 2, 2024

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

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mr. Danny Harris	Treasurer
	Mr. Olander Smith	
	Ms. Sarah Burris	

Members absent were:	Mrs. Cynthia August	Secretary
	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 June, 2024, meeting. The minutes were emailed out to each member prior to this meeting. Mr. Stogner made the motion to dispense with the reading of the June, 2024, meeting minutes. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

Mr. Coleman called for a motion to approve the June, 2024, meeting minutes. Mr. Harris made the motion to approve the June, 2024, 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 June 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 current issues to report. The system was disrupted at the Bogalusa Police Department on Monday, due to AT&T equipment failure. They have repaired their equipment and the system has returned to normal operations.

For the month of June we issued 29 new addresses they were:

Franklinton	12
Pine	07
Bogalusa	09
Mt. Hermon	01
Total	29

The accounting system is working well. Jim and I continue to input the monthly financial data.

Minda has completed the 2023 audit and submitted it to the legislative auditor's office. There were no findings.

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. A meeting with Walthall County was successfully held on June 20 in Tylertown. Agreements were reached on the issues of concern.

The project with Ron Bloom on cell towers and cell phone calls accuracy improvements is ongoing.

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. Mrs. Burris seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 687 new users with 848 page hits in June. Foreign users were from Portugal, Canada, China, Singapore, Britain, Germany, Ireland, India, and Poland.

Special Projects

- Weekly review of ongoing technical issues continue.

- Mapping software training is ongoing. As part of that training the instructor is assisting in merging previous developed address data into our dispatch map.
- Parish Government has completed an RFQ for Architectural and Engineering Services for the Tower Project. It has not yet been released to potential Architectural firms.
- While some work on the upcoming WPSO dispatcher move to the EOC is on hold awaiting input from their (a) network consultants; (b) CAD vendor, and (c) radio console vendor, other work is in progress, ie. (a) Windows 7 computer upgrades, and (b) Monitor upgrades.

Capital 2024

Replace EOC Tower Lighting System		\$ 35,000 (Completed)
Replace Tower Mounted TV Camera		\$ 10,000 (Completed)
Replace Damaged Antenna On Tower		\$ 10,000 (Completed)
Replace 8 year old Audio Visual System		\$ 25,000 (Partial Completed)
Radio Antenna Combiner		\$ 20,000 (Completed)
Upgrade Computers		\$ 15,000 (Units on Site)
Upgrade Monitors		\$ 6,000 (Units on Site)
<i>Replace TVs</i>		Completed

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 (Parts Being Shipped)
Replace Fans and Capacitors in Tower Building UPS		\$ 10,000 (Parts Being Shipped)

Future Capital Projects

Replace 9-1-1 Call Recorder		\$ 20,000
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 (from Homeland Security)
Add Additional Dispatch Position		\$ 50,000
Replacement Radio Dispatch System		\$ 300,000 (Grant)

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

TREASURER'S REPORT

Mr. Harris reviewed the June, 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 June, 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 June, 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, the 911 funds statement, and to move \$50,000 from LAMP into the checking account. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

OLD/NEW BUSINESS

Mr. Harris made the motion to enter into a yearly maintenance and software support agreement with Solacom for their 9-1-1 call handling equipment. The period of February, 2024 to February, 2025, is as per invoice 12321 for \$ 23,470. Mr. Smith seconded the motion. Motion passed by a unanimous vote.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Smith made the motion to adjourn. Mr. Stogner 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