

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of June 4, 2024

A properly advertised Washington Parish Communications District Board meeting was held on June 4, 2024 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. Brent Jones	

Members absent were:	Mr. Olander Smith
	Ms. Sarah Burris

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 May, 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 May, 2024, meeting minutes. Mr. Jones seconded the motion. Motion passed by a unanimous vote.

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

DIRECTOR'S REPORT

This office has been active during the month of May 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 on Friday, May 31, due to one of our switches being inadvertently turned off by Unity Fiber at the Sheriff's Office.

For the month of May we issued 24 new addresses they were:

Franklinton	12
Pine	05
Bogalusa	05
Angie	01
Varn	01
Total	33

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

Minda is still working on the 2023 audit.

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 A meeting with Walthall County is scheduled for June 20.

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

CHAIRMAN'S REPORT

Public 911 Education

The site was visited by 677 new users with 789 page hits in May. Foreign users were from Singapore, Ireland, China, and Finland.

Special Projects

- Weekly review of ongoing technical issues continue. ATT credits for network issues have been approved and some are being applied to our bills.

- Mapping software training is ongoing. As part of that training the instructor has developed a special map of cell tower locations for Joanna’s use.
- 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.
- 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.

Capital 2024

Replace EOC Tower Lighting System		\$ 35,000 (in progress)
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)
Radio Antenna Combiner		\$ 20,000 (In Shipment)
Upgrade Computers		\$ 15,000
Upgrade Monitors		\$ 6,000
<i>Replace TVs</i>		<i>See Audio System Replacement Above</i>

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

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. Stogner 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 May, 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 May, 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 May, 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. Jones seconded the motion. Motion passed by a unanimous vote.

COMMITTEE REPORTS

There were no committee reports.

OLD/NEW BUSINESS

Mrs. August made the motion to renew the VFIS/Moore and Jenkins yearly insurance coverage for \$ 64,684, an increase of \$ 3,234 from last year . Mr. Harris 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