

MINUTES OF THE REGULAR MEETING OF THE
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT
TUESDAY, JULY 17, 2012
2:00 P.M.

Vice-Chairman Doug Birdwell called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, July 17, 2012 at 2:00 p.m. in the Police Jury Board Room of the Natchitoches Parish Courthouse.

Commissioner Dennie Boyt led the Pledge of Allegiance, followed by the Prayer offered by Commissioner Chris Paige.

Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace. Present were Commissioner Vice-Chairman Doug Birdwell, Commissioner Jennifer Perkins, Commissioner Chris Paige, Commissioner Jack McCain, Commissioner Dennie Boyt, 9-1-1 Director Willis Carter, Legal Counsel Mr. Mark Begnaud. Absent was Commission Chair Larry Atteridge, Commissioner John Salter, Commissioner Victor Jones and Commissioner Mickey Dove.

Vice-Chairman Doug Birdwell recognized and welcomed guest Mrs. LaQuita Harris of the Natchitoches Parish Sheriff's Department, and Mrs. Rebecca Jones of Johnson Thomas & Cunningham Accounting Office.

Vice-Chairman Birdwell asked for a motion to accept the Agenda as presented. Motion by Commissioner Chris Paige, seconded by Commissioner Jennifer Perkins...**MOTION CARRIED by UNANIMOUS VOTE**

Vice-Chairman Doug Birdwell ask for a motion to approve the minutes of the June 19, 2012 Board Meeting. Motion by Commissioner Dennie Boyt, seconded by Commissioner Jack McCain.. **MOTION CARRIED by UNANIMOUS VOTE**

Vice-Chairman Doug Birdwell recognized Mrs. Rebecca Jones of Johnson Thomas & Cunningham for presentation of the Financial Report for the period ending June 30, 2012. Upon the conclusion of the report Mrs. Jones asked if there were any questions. Commissioner Dennie Boyt asked what the biggest contributing factor was contributing to the \$46,000 deficiency. Ms. Jones stated that the District had Capital Outlay expenses of approximately \$30,000, and 9-1-1 Director Carter added also that the district had expended approximately \$40,000 in the GIS project to date. Motion by Commissioner Chris Paige, seconded by Commissioner Jennifer Perkins to approve the Financial Report presented by Mrs. Rebecca Jones.....**MOTION CARRIED by UNANIMOUS VOTE**

There were no Committee Reports as a result of no Committee meeting since the last 9-1-1 Board meeting.

The 9-1-1 Director's Report included information on: GIS addressing project which is still on time and according to schedule; rejection status of grant application process for Delta Regional Grants on the basis that our project does not meet the selection criteria requirements, Emergency Warning System was impacted by a lightning strike at our main tower site. The system is still in service and a tower crew has been scheduled for repair; we experienced some minor problem with one of our 9-1-1 Trunk Lines

but that problem was corrected and all of our trunk lines are working at this time; The Natcom Project is basically on hold until we receive more information on Capital Outlay which should arrive by mid-July. Carter report that Ms. Wallace would be on vacation July 23-27. Vice-Chairman Doug Birdwell asked for a motion to accept the Director's Report as presented. Motion by Commissioner Dennie Boyt, seconded by Commissioner Chris Paige..

MOTION CARRIED by UNANIMOUS VOTE

Vice-Chairman Birdwell asked for a motion to accept the statement of charge on the District's VISA accountMotion by Commissioner Dennie Boyt, seconded by Commissioner Chris Paige.....**MOTION CARRIED by UNANIMOUS VOTE**

Vice-Chairman Birdwell asked for a motion to designate the individual serving in the capacity of the 9-1-1 Director as the official Records Management Officer for the District...Motion by Commissioner Chris Paige, seconded by Commissioner Dennie Boyt.....**MOTION CARRIED by UNANIMOUS VOTE**

Vice-Chairman Birdwell asked for a motion to deactivate the Radio Task Force in light of its work being complete....Motion by Commissioner Chris Paige, seconded by Commissioner Dennie Boyt.....**MOTION CARRIED by UNANIMOUS VOTE**

Vice-Chairman Birdwell asked for a motion to approve the rescheduling of the August Board of Commissioner Meeting from August 21, 2012 to August 28,2012, same location, and same time...Motion by Commissioner Dennie Boyt, seconded by Commissioner Chris Paige..
MOTION CARRIED by UNANIMOUS VOTE

Director Carter reported that on July 12, 2012 the 9-1-1 Communications Office was notified by Commissioner John Salter that questions had arisen during a recent Police Jury Meeting over the potential hazard associated with the location of two propane fuel supply tanks which power the emergency power supply units located on the Courthouse premises. The board tasked Carter to obtain more information and present and update the board at the next regular meeting.

Having completed the business of the commission, Vice-Chairman Doug Birdwell asked for a motion to adjourn until it's next regular board meeting. Motion by Commissioner Birdwell, seconded by Commissioner Boyt.....**MOTION CARRIED by UNANIMOUS VOTE**

Meeting Adjourned: 3:30 p.m.

Jennifer Perkins
Board Secretary
September 18, 2012