

**MINUTES OF THE REGULAR MEETING OF THE  
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT  
TUESDAY, FEBRUARY 26, 2013  
2:00 P.M.**

(Start Audio Recording malfunction) Chairman Larry Atteridge called the regular (rescheduled) meeting of the Natchitoches Parish Communications District to order on Tuesday, February 26, 2013 at 2:00 p.m. in the Natchitoches Parish Government meeting Room of the Natchitoches Parish Courthouse.

Commissioner Mickey Dove Offered the Prayer , followed by the Pledge of Allegiance led by Commissioner Jack McCain.

Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace. Present were Commissioner Jennifer Perkins, Commissioner Larry Atteridge, Commissioner Mickey Dove, Commissioner Victor Jones, Commissioner Jack McCain, Commissioner Chris Paige, 9-1-1 Director Willis Carter Legal Counsel Mark Roberts and Parish President Rick Nowlin of the Natchitoches Parish Government. Absent were Commissioner Doug Birdwell, Commissioner Dennie Boyt and Commissioner John Salter.

Chairman Atteridge recognized and welcomed guest to the meeting.

Chairman Atteridge asked for amendments to the agenda, and after hearing none asked for a motion to accept the agenda as published with no modifications.....**MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Chairman Atteridge Asked for a motion to approve the Minutes of the January 22, 2013 Board Meeting. Motion by Commissioner McCain to accept the January 22, 2013 Minutes as written, seconded by Commissioner Dove... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**  
(End Audio Recording malfunction)

Chairman Atteridge asked for a motion to accept the Financial Report as prepared and submitted by Thomas, Johnson & Cunningham in the absence of a verbal report by Ms. Jones. Motion by Commissioner Jones, seconded by Commissioner McCain..... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Agenda Item number 8 called for committee reports. Director Carter reported that there had been no sub-committee reports since the last commission meeting, therefore there were no reports to offer. Chairman Atteridge asked for a motion to receive Carter's comments ...Motion by Commissioner Jones, seconded by Commissioner McCain.... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Chairman Atteridge asked for the 9-1-1 Director's Report which included information on the following: Carter provided a written report as part of the agenda package and provided a verbal recap on the following information: The plumbing modifications required for the fuel conversion was completed on February 9, 2013 BY Rutledge Plumbing. Ward Electric was successful in connecting and testing generator number two on February 15, 2013 with plans to convert generator number one the week of February 17<sup>th</sup>. We were also made aware by Mr. Ward that he has been successful in locating an electronic control board replacement which may be capable of restoring the auto-start functionality of generator one during loss of commercial power. If you recall, this important function has not worked on this generator for some time due to the fact that parts are no longer available for the generator. Mr. Ward has agreed to install the replacement board and fully test its functions.

The District has signed and submitted the Cooperative Endeavor Agreement (CEA) to the State Facilities and Planning Office and received fully executed copies of the CEA on February 13, 2013. The budget figures reflected in this agreement reflect a total project cost of \$3,586,000 of which \$2,400,000 will be provided through capital outlay funds. The District will be responsible for \$1,186,000 in matching funds. One of our next steps will be to submit a draft architectural contract to the Facility Planning and Control offices for approval, after which Mr. Minturn can begin the detail and design phase of the project. (See pages 17-19)

Carter reported that the District continues our attempts to coordinate a meeting with the Coordinating and Development Corporation in hopes of beginning the process of transferring ownership of the building site to the District.

Carter has also learned that the Jefferson Parish Sheriff's Office is about to embark on a project to audit telephone companies who are currently remitting surcharge payments to the Jefferson Parish Communications District. At the time this announcement was made they stated that their initial effort would be to audit the ten largest remitters first, and evaluate those results prior to discussing further audits. We have been assured that the information regarding this audit will be shared with Districts throughout the state.

The APCO/NENA Training Symposium will be conducted on April 20-24 in Marksville, La. This year, in addition to the training being offered through the symposium program, the Louisiana Chapter of APCO is offering a pre-symposium APCO Communication Training Officer Certification course to all APCO members with NO COST for tuition. This course normally carries a \$350.00 tuition cost which is being provided BY the Louisiana Chapter of APCO at no charge for our Chapter members. As has been the case since 2010, the Board of Commissioners were generous again this year during budget preparation when you authorized funding for 2 members from each of our PSAP's to attend the symposium, and receive this very beneficial training. You will find more information pertaining to the symposium on pages 20 and 21 of this report. We encourage both of our PSAP's to take advantage of the very important educational opportunity.

Carter reported that staff is working with GTG to set a start date for the on-site verification work to begin. We are currently focusing on early April 2013.

Carter also reported that the administrative offices were closed February 18<sup>th</sup> in honor of Presidents Day

Chairman Atteridge asked for a motion to accept the Director 's Report as presented ..Motion by Commissioner Paige, seconded by Commissioner Jones.... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Chairman Atteridge asked for a motion to approve the statement of charges on the District's VISA account ....Motion by Commissioner Dove, seconded by Commissioner Jones .... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Chairman Atteridge asked for a motion to accept Resolution Number 3 of 2013 authorizing the purchase of a staff vehicle. Motion by Commissioner McCain, seconded by Commissioner Jones..... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Chairman Atteridge asked for a motion to accept the information of Executive Session updates...Motion by Commissioner Jones , seconded by Commissioner Dove..... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

Having no more business to come before the board....Chairman Larry Atteridge asked for a motion to adjourn until the next regular board meeting. Motion by Commissioner Paige, seconded by Commissioner Mickey Dove... **MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS.**

**Meeting Adjourned 2:40 p. m.**

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Jennifer Perkins, Board Secretary

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3/19/2013  
Date Approved