

**MINUTES OF THE REGULAR MEETING OF THE  
NATCHITOCHEES PARISH COMMUNICATIONS DISTRICT  
2:00 p.m., Tuesday, February 18, 2014  
Council Meeting Room  
Natchitoches Parish Court House**

**Call to Order** - Chairman Larry Atteridge called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, February 18, 2014 at 2:00 p. m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

**Pledge and Prayer** - Commissioner McCain offered the Pledge of Allegiance, followed by the Prayer which was led by Commissioner Dove.

**Roll Call** - Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace. Commissioners present: Mary Jones, Larry Atteridge, Mickey Dove, Jack McCain, Victor Jones, Rick Nowlin, Doug Birdwell and Crit Miller. Commissioners absent: Chris Paige. Staff present: 911 Director Willis Carter, Address Coordinator Bernice Wallace, and Legal counsel Mark Roberts. Presenting reports: Rebecca Jones representing Johnson Thomas and Cunningham, and George Minturn, Architect.

**Public Comments/Introduction of Guests** - Chairman Atteridge noted that there were no guest present and therefore no public comments.

**Approval/Modifications to Agenda** - Chairman Atteridge asked if there were any modifications to the Agenda. 911 Director Carter asked that agenda item number 13 be moved to first on the agenda in order to better accommodate Mr. Minturn's schedule. Chairman Atteridge also stated that in an effort to accurately record voting activity during commission meetings, that the commission would use roll call voting procedures.

**NATCOM PROJECT REPORT**- Mr. Minturn provided updates on the latest progress with the project and announced that the NATCOM project plans will be submitted for electronic plan review. Chairman Atteridge asked for a motion to accept the architects report. Motion by Commissioner McCain, seconded by Commissioner Mary Jones. Roll call vote was recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**Approval of Minutes** - Chairman Atteridge asked for a Motion to approve the minutes of the January 17, 2013 Board Meeting as printed.....Motion by Commissioner Dove, seconded by Commissioner Victor Jones. Roll call vote was recorded as follows: : **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**Financial Report** - Rebecca Jones, representing Johnson Thomas and Cunningham, presented Financial report for period ending January 31, 2014, Chairman Atteridge asked for a motion to accept the Financial Reports as presented....Motion by Commissioner Victor Jones, seconded by Commissioner Birdwell. Roll call vote was recorded as follows. : **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**9-1-1 Directors Report** - 9-1-1 Director Willis Carter reported that he and Chairman Atteridge had attended a meeting with Ark-La-Tex Development during which Mr. Max LaComte reported that the deed to donate the site for the NATCOM facility would be complete and ready to sign during the first week of March. Carter also reported that he would be attending a meeting in early March during which 911 Directors from across the State would be discussing 9-1-1 funding. Following general announcements, Chairman Atteridge asked for a motion to accept the Director's report as presented. Motion was offered by Commissioner Mary Jones, seconded by Commissioner Birdwell. Roll call vote was recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**VISA Account Activity Report** – Chairman Atteridge asked for a motion to accept statement of charges on the District's VISA account as provided. Motion by Commissioner Birdwell, seconded by Commissioner Miller. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**Phase 2 Location Services** - Chairman Atteridge asked for a motion to accept the exhibit of the letter of Request for Extended ALI (Automatic Location Identification) Database Modifications to accommodate wireless E911 Phase 2 X/Y (longitude and latitude) coordinates. Motion by Commissioner Victor Jones, seconded by Commissioner Miller. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**By-Laws Annual Review** – Draft of current By-Laws with suggested revisions presented to the Commissioners for review, comments, and suggested changes by the next meeting date. Chairman Atteridge asked for a motion to accept the document for review and action at the next commission meeting. Motion by Commissioner Birdwell, seconded by Commissioner Mary Jones. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**Resolution Number 3 of 2014 - APCO TRAINING SYMPOSIUM** - - Chairman Atteridge asked for a motion to accept RESOLUTION NUMBER 3 OF 2014. A RESOLUTION SPONSORING ATTENDANCE AT THE 2014 APCO/NENA ANNUAL TRAINING SYMPOSIUM AND OTHERWISE PROVIDING WITH RESPECT THERETO: Motion by Commissioner McCain, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES;; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**Office Of Homeland Security Grant Update** - Commissioner Mary Jones, acting in her capacity as Assistant Director of the Natchitoches Parish Office of Homeland Security, reported that approval by the State Office of Homeland Security on the districts grant request for \$8,000 for updates to the Emergency warning Sirens system is still pending. Chairman Atteridge asked for a motion to accept the report. Motion by Commissioner Dove, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**Executive Session** –Chairman Atteridge asked for a motion to go into Executive Session. Motion by Commission Birdwell, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

The Commission completed Executive Session and Chairman Atteridge asked for a motion to reconvene the regular meeting. Motion by Commissioner Miller, seconded by Commissioner Mary Jones. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

Having no more Business to come before the Communications District Board of Commissioners, Chairman Atteridge called for a motion to adjourn until it's next schedule meeting date. Motion by Commissioner Dove, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Birdwell, YES; Dove, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; Paige, ABSENT.**

**MEETING ADJOURNED 3:05 P.M.**

Mary Jones, Secretary  
March 18, 2014