

**MINUTES OF THE REGULAR MEETING  
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT**

2:00 p.m., Tuesday, June 17, 2014  
Parish Government 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, June 17, 2014 at 2:00 p. m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

**PLEDGE AND PRAYER** - Commissioner Jack McCain offered the Pledge of Allegiance, followed by the Prayer which was led by Commissioner Micky Dove.

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

**PUBLIC COMMENTS/INTRODUCTION OF GUESTS** - Chairman Atteridge recognized and welcomed guests. Donnie Hymes, IT Specialist, for Parish Government and Nick Verret, Director, of Public Works for Parish Government: Commissioner Atteridge asked if there were any comments from the audience of which there were none.

**APPROVAL/MODIFICATIONS TO AGENDA** - Chairman Atteridge asked if there were any modifications to the Agenda. 911 Director Carter stated that there was one modification which involved the addition of agenda item dealing with GIS data sharing with the parish. Chairman Atteridge asked for a Motion to approve the addition of agenda item number 14.....Motion by Commissioner Victor Jones, seconded by Commissioner McCain. Roll call vote was recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Doug Birdwell, YES; Nowlin, YES; ABSENT, Chris Paige, Motion Passed**

**APPROVAL OF MINUTES** - Chairman Atteridge asked for a Motion to approve the minutes of the May 20, 2014 Board Meeting as printed.....Motion by Commissioner Miller, seconded by Commissioner McCain. Roll call vote was recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; DOUG BIRDWELL, YES; ABSENT, Chris Paige. Motion Passed**

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

**9-1-1 DIRECTORS REPORT** – Carter reported on the following: **Phase 2 Implementation** - On May 27, 2014 we mailed certified letters to AT&T Mobility, Cellular One, Verizon, T-Mobile

and Sprint Nextel requesting Phase 2 location services. Testing with AT&T Wireline, Intrado and the computer aided dispatch occurred on June 3, 2014. We are communicating with various service providers and providing them of call routing and other issues. **Capital Outlay** – All the Amendments, with the exception of one that was offered from the floor, passed. To the best of my knowledge, none of these amendments have a direct impact to 50/NRD Natchitoches Communications District which is our Emergency Communications Center Project.

**GIS/MAPPING PRESENTATION-** Staff has been for some months working with the newly implemented GIS/Mapping system purchased and installed to assist the District with our addressing effects. We are about to complete one of the final upgrades and hopeful that we can provide the Commission with a live demonstration of the system at an upcoming meeting.

**ANNOUNCEMENTS** – 9-1-1 Administrative Offices will be closed July 4, in observance of Independence Day. 9-1-1 Director Willis Carter will be out of office July 7-12 on vacation. Chairman Atteridge asked for a motion to accept the Directors report. Motion by Commissioner Dove, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; Doug Birdwell, YES; ABSENT. Chris Paige. Motion Passed**

**GIS DATA SHARING WITH PARISH GOVERNMENT-** Parish President Rick Nowlin, stated to the 911 Board that the Parish Government would like the Communications District Board approval to share the existing 911 map, and associated address data layers, and agrees to bear all cost associated with the data sharing arrangement. Donnie Hymes, IT Specialist, for the Parish Government reported to the board that the Parish wants to build some extra layers to the GIS system to be constructed by the Parish Government Highway Department. Hymes stated that they would put their own computer in the same office, on the network, to be driven remotely. Nick Verret, Director of Public Work, for the Parish Government spoke briefly about the different layers of the GIS system that shows the 911 addresses, he seems to think that would help his department in prioritizing the maintenance and improvements on the road system. Verret also stated that he would like to have a mile point system using the 911 GIS system for his department. Chairman Atteridge asked for a motion to allow Mr. Carter to move forward with the Cooperative Endeavor Agreement with the Parish Government. Motion by Commissioner McCain, seconded by Commissioner Nowlin. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; Doug Birdwell, YES; ASBENT. Chris Paige. Motion Passed**

**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 Victor Jones, seconded by Commissioner Miller. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; Doug Birdwell, YES; ABSENT. Chris Paige. Motion Passed**

**RESOLUTION NUMBER 4 OF 2014 (INVESTMENT OF IDLE FUNDS)-**Chairman Atteridge asked for a motion to accept RESOLUTION NUMBER 4 OF 2014. A RESOLUTION AUTHORIZING THE PURCHASE OF A 12-MONTH CERTIFICATE OF DEPOSIT IN THE AMOUNT OF \$75,000.00 AND OTHERWISE WITH RESPECT THERETO: Motion by Commissioner Nowlin, seconded by Commissioner Mary Jones. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, Yes; Nowlin, YES; Doug Birdwell, YES; ABSENT: Chris Paige. Motion Passed**

**RESOLUTION NUMBER 5 OF 2014 (Official Journal)** - Chairman Atteridge asked for a motion to accept RESOLUTION NUMBER 5 OF 2014. A RESOLUTION DESIGNATING THE OFFICIAL JOURNAL OF THE NATCHITOCHE PARISH COMMUNICATIONS DISTRICT AND OTHERWISE PROVIDING WITH RESPECT THERETO: Motion by Commissioner Dove, seconded by Commissioner Birdwell. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; Doug Birdwell, YES; ABSENT; Chris Paige. Motion Passed**

**OFFICE OF HOMELAND SECURITY GRANT UPDATE** - Carter provided an update on progress on upgrading the Emergency Warning System's hardware and software. He stated that there would be unused funds above that what would be needed for the upgrade which may can be used by some other department. He also stated that Federal has a software package which my be configurable for use as a fire station alerting system: Motion by Commissioner Dove, seconded by Commissioner Miller to accept Carter's report. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; Doug Birdwell, YES; ABSENT. Chris Paige. Motion Passed**

**NATCOM PROJECT REPORT-** Mr. Minturn provided updates on the latest revised site plans for the NATCOM facility. Atteridge asked for a motion to accept the architects report. Motion by Commissioner Birdwell, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Dove, YES; Miller, YES; Paige, ABSENT, Nowlin, ABSENT, Mary Jones, ABSENT, DOUG BIRDWELL, ABSENT. Motion Passed**

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

**MEETING ADJOURNED 2:50 P.M.**

*Mary Jones, Secretary  
Date Approved: July 15, 2014*