

**MINUTES OF THE REGULAR MEETING
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT
2:00 p.m., Tuesday, July 21, 2015
Council Meeting Room
Natchitoches Parish Court House**

CALL TO ORDER-Chairman Atteridge called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, July 21, 2015 at 2:00 p. m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

PLEDGE AND PRAYER – Commissioner McCain led the Pledge of Allegiance, followed by the Prayer which was offered by Commissioner Dove.

ROLL CALL - Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace
Commissioners present: Micky Dove, Jack McCain, Larry Atteridge, Mary Jones, and Rick Nowlin. **Commissioners absent:** Doug Birdwell, Chris Paige, Victor Jones and Crit Miller.
Staff present: 911 Director Willis Carter, Bernice Wallace and Legal counsel Mark Roberts.

PUBLIC COMMENTS/INTRODUCTION OF GUEST-Chairman Atteridge welcomed the board guest Mrs. Deborah D. Dees. No public comments.

APPROVAL/MODIFICATIONS TO AGENDA-Chairman Atteridge asked if there were any modifications to the Agenda. 911 Director Willis Carter stated that there were no modifications.

APPROVAL OF MINUTES - Chairman Atteridge asked for a Motion to approve the minutes of the May 19, 2015 Board Meeting as written.....Motion by Commissioner Jack McCain, seconded by Commissioner Dove . Roll call vote was recorded as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller and Chris Paige. Motion Passed**

FINANCIAL REPORT – Johnson Thomas & Cunningham, submitted Financial report for the period ending June 30, 2015, however was not in attendance. Chairman Atteridge asked for a motion to accept the Financial report as submitted. Motion by Commissioner Mary Jones, second by Commissioner Dove. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller and Chris Paige. Motion Passed**

9-1-1 DIRECTORS REPORT- Mr. Carter reported on the following: Meeting with Sen. Long (July 24th), Annual Audit/Review (July 26th), Off Site data back- up of three computers and their associated data files, Legislative Update as of (Jul 17), APCO National Training Conference – (August 15th – 20th) Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; McCain, YES; Miller, YES; ABSENT: Rick Nowlin, Doug Birdwell, Mary Jones and Chris Paige. Motion Passed**

VISA ACCOUNT ACTIVITY REPORT-Chairman Atteridge asked for a motion to accept statement of charges on the District's Master Charge account as provided. Motion by Commissioner Mary Jones, seconded by Commissioner Dove. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller and Chris Paige. Motion Passed**

ANNUAL AUDIT REPORT- The Audit Review was provided by Mrs. Deborah Dees, CPA. Mrs. Dees reported. Chairman Larry Atteridge asked for a motion to accept the Audit Report as presented by Mrs. Deborah Dees. Motion by Commissioner Mary Jones, seconded by Commissioner Rick Nowlin. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Rick Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller and Chris Paige. Motion Passed**

RESOLUTION NUMBER 6 OF 2015- A RESOLUTION DESIGNATING THE OFFICAL JOURNAL OF THE NATCHITOCHE PARISH COMMUNICATIONS DISTRICT AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Atteridge asked for a motion to approve RESOLUTION #6 OF 2015. Motion by Commissioner McCain, seconded by Commissioner Mary Jones. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller and Chris Paige. Motion Passed**

RESOLUTION NUMBER 7 OF 2015- A RESOLUTION AUTHORIZING THE AUTOMATIC RENEWAL OF ONE CERTIFICATE OF DEPOSIT AND OTHERWISE WITH RESPECT THERETO: Chairman Atteridge asked for a motion to approve RESOLUTION #7 OF 2015. Motion by Commissioner Dove, seconded by Commissioner Mary Jones. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller and Chris Paige. Motion Passed**

9-1-1 TELEPHONE SYSTEM UPGRADE PROGRESS REPORT- All of the electrical upgrades to both PSAP'S have been accomplished and telephone equipment is partially on-site and partially stored in the AT&T facility on 4th street. Mr. Lee Tanner, Project Manager for AT&T and relates to installation of the equipment and training to the staff of both PSAP's. Activity has been schedule for the following dates August 10 – September 2, 2015. Chairman Larry Atteridge asked for a motion to accept the 9-1-1 Telephone System Upgrade. Motion by Commissioner Mary Jones, seconded by Commissiomer Jack McCain. Roll call vote as follows: **Atteridge, YES; Dove, YES; Mary Jones, YES; McCain, YES; Nowlin, YES; ABSENT: Doug Birdwell, Victor Jones, Crit Miller, and Chris Paige. Motion Passed**

NATCOM PROJECT REPORT- Mr. Minturn was not present to report on the NATCOM Project.

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

MEETING ADJOURNED 2:50 P. M.