

MINUTES OF THE REGULAR MEETING
NATCHITOCHEES PARISH COMMUNICATIONS DISTRICT
2:00 p.m., Tuesday, July 23, 2019
Room 116 A
Natchitoches Parish Communications District 9-1-1 Center

CALL TO ORDER- Chairman Micky Dove called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, July 23, 2019 at 2:00 p.m. in the Natchitoches Parish Communications District 9-1-1 Center , Room 116 A, Natchitoches Parish Louisiana.

PLEDGE AND PRAYER –Chairman Dove asked Commissioner Wynn to lead the Pledge of Allegiance, and Commissioner Paige offered the prayer.

PUBLIC COMMENTS/INTRODUCTION OF GUEST No public comments. Juanice Gray, George Minturn, Mark Roberts, Lela Harvey, Ivan McDaniel and Debra Dees .

ROLL CALL - Roll call was conducted by Bernice Wallace. Commissioners present: Larry Atteridge, Micky Dove, Mary Jones, Victor Jones, Jack McCain, John Wynn, John Nicholas, Rick Nowlin, Chris Paige. Staff present: 911 Director Willis Carter, Bernice Wallace and Legal counsel Mark Roberts.

APPROVAL/MODIFICATIONS TO AGENDA- Chairman Dove asked if there were any modifications to the published agenda. Director Willis Carter stated there is one, Financial Report will be postpone until the next regular board meeting. Motion by Commissioner Larry Atteridge, seconded by Commissioner John Nicholas. Roll call vote was recorded as follows: Atteridge, YES; Nicholas, YES; Dove, YES; Mary Jones, YES; Jones, YES; McCain, YES; Wynn, YES; Nowlin, YES; Paige, YES; Motion Passed

APPROVAL OF MINUTES- Chairman Dove asked for a motion to approve the minutes of the May 21, 2019 board meeting as written. Motion by Commissioner Victor Jones, seconded by Commissioner Wynn. Roll call vote was recorded as follows: Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion Passed

9-1-1 DIRECTORS REPORT- Director Carter reported that the issues surrounding Door number 104 remain unresolved, the issue surrounding leaking water in the control room has been resolved. Fire suppression and Alarm system tests (sprinkler, clean agent, kitchen, back flow) were performed on July 18, 2019 and all systems passed inspection. We have also added two clean agent extinguishers for use in the equipment and control rooms. The irrigation system and landscaping is appears complete; however, we are awaiting sign-off by Mr. Minturn before we process payment. We contracted with Ward Electric, to relocate some power outlets and install “pull” lines to enable a third party vendor to cleanup exposed cabling and wiring

associated with the installation of a Smart Board and three television sets in Room 116 on behalf of NPOHS. The SmartBoard vendor caused minor damage the east wall of Room 116 while attempting to clean up the cable and wiring associated with the installation. We are in the process of having that repaired by the painter who did the painting on the facility during construction.

We contracted with Kinetix to install three television sets 1 each in Room 111, 113, and 110. CP-Tel was on site the week of June 24th and again on the week of July 8th installing “set boxes” and connecting TV’s. The District currently expends \$109.00 per month on one “drop” in the old NPSO dispatch center. In the interest of single source maintenance and a costs savings to the District CP-Tel charges will be \$215.09 for 20 drops. The relocation of emergency service personnel to the NATCOM facility, and the system cut for the new 9-1-1 call processing equipment did not occur as scheduled on July 17th as the result of a tropical storm which was predicted to impact Natchitoches parish weather. That activity has been rescheduled for the week of July 29th. Installation of the Emergency Call boxes is complete and both are currently operational at the City Police station and at the Court House emergency communications sites. The District hosted a visit by Ouachita Parish 9-1-1 for Bobby Moore and Chief Denise Mckinney primarily to discuss the RussBassett workstations. Staff and Budget Committee Chairman as well as Chairman Dove participated in the external audit interview on the 24th of June. Carter and Mr. Minturn met with Mark Roberts on the June 26th do discuss NATCOM project closeout and to request that he guide us through the remaining phases of the process. Met again with Mark Roberts on the July 19, 2019 to discuss NATCOM close out. Met with Mark Roberts on the July 22, 2019 to discuss NATCOM close out. Louisiana APCO meeting in Natchitoches on July 25th, will provide tours of NATCOM if requested. Chairman Dove asked for a motion to accept the Directors report as presented. *Motion by Commissioner Victor Jones, seconded by Commissioner John Wynn. Roll call vote recorded as follows: Larry Atteridge, John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES;. Motion Passed*

BANK CARD ACCOUNT ACTIVITY REPORT- Chairman Dove asked for a motion to accept the Bank Card Account Activity Report as presented. Motion by Commissioner Victor Jones, seconded by Commissioner Larry Atteridge. Roll call vote as follows: Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion Passed

2018 EXTERNAL AUDIT FINDING REPORT- Chairman Dove asked for a motion to accept the External Audit Report presented by Debra Dees. Motion by Commissioner John Wynn, seconded by commissioner John Nicholas. Roll call vote as follows: Larry Atteridge, YES John Nicholas, YES Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion Passed

RESOLUTION NUMBER 14 OF 2019- A RESOLUTION DESIGNATING THE OFFICIAL JOURNAL OF THE NATCHITOCHE PARISH COMMUNICATIONS DISTRICT AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Dove asked for a motion to approve Resolution number 14 of 2019. Motion by Commissioner Victor Jones, seconded by Commissioner Wynn. Roll call vote recorded as follows: Larry Atteridge, YES; John Nicholas,

YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion passed

RESOLUTION NUMBER 15 OF 2019- A RESOLUTION AUTHORIZES A COST OF LIVING SALARY ADJUSTMENT FOR BERNICE WALLACE, AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Dove asked for a motion to approve resolution number 15 of 2019. Motion by Commissioner Victor Jones, seconded by Commissioner Wynn. Roll call vote recorded as follows: Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion Passed

NATCOM PROJECT UPDATE REPORT-Chairman Dove asked for a motion to approve Legal Counsel Mark Roberts to submit a Letter of Default to Pat Williams Construction. Motion by Commissioner Paige, seconded by Commissioner Victor Jones.. Roll call vote recorded as follows: Larry Atteridge, YES; Micky Dove, YES; John Nicholas, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion Passed

ADJOURN-Having no further Business to come before the Communications District Board of Commissioners. Chairman Dove called for a motion to adjourn until it's next scheduled meeting date. Motion by Commissioner John Wynn, seconded by Commissioner John Nicholas. Roll call vote recorded as follows: Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; Motion Passed

MEETING ADJOURNED 2:42 p.m.