

**MINUTES OF THE REGULAR MEETING
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT
2:00 p.m. TUESDAY JUNE 20,2023
ROOM 116 A
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT 9-1-1 CENTER**

CALL TO ORDER- Chairman Wynn called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, June 20, 2023 at 2:00 p m in the Natchitoches Parish Communications District 9-1-1 Center, Room 116 A, Natchitoches Parish Louisiana.

PLEDGE AND PRAYER- Commissioner Sesvold offered the Prayer. Commissioner Keel led the Pledge of Allegiance.

INTRODUCTION OF GUEST/PUBLIC COMMENTS. Laquita Collins, Mark Begnaud, Lamar McGaskey, Rebecca Jones, Nora Dremmer, Carl Sias, Chairman Wynn thanked everyone for coming. No comments.

ROLL CALL- Roll call was conducted by Bernice Wallace. Commissioners present: Calvin Braxton, Mary Jones, Eric keel, Chris Paige, Nikeo Collins, John Richmond, John Wynn, Michael Sesvold

APPROVAL OF THE AGENDA- Chairman Wynn asked for a motion to approve the Agenda for June 20, 2023, board meeting. Motion by Commissioner Richmond, seconded by Commissioner Sesvold. Roll call vote recorded as follows: Calvin Braxton, YES; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Nikeo Collin, YES; Chris Paige, YES; Commissioner John Wynn, YES; Michael Sesvold, YES; Absent: Stuart Wright. Motion Passed

APPROVAL OF MINUTES- Chairman Wynn asked for a motion to approve the of minutes of May 16 ,2023 meeting. Motion by Commissioner Braxton, seconded by Commissioner Keel. Roll call vote recorded as follows: Calvin Braxton, YES; Mary Jones, YES; Eric keel, YES; John Richmond, YES; Nikeo Collins, YES; Chris Paige, YES; Commissioner John Wynn, YES; Michael Sesvold, YES; Absent: Stuart Wright. Motion Passed

FINANCIAL REPORT- Chairman Wynn asked for a motion to accept the Financial report as presented where budget to actual comparisons were sited. Motion by Commissioner Sesvold, seconded by Commissioner Richmond. Roll call vote recorded as follows: Calvin Braxton, YES; Mary Jones, YES; Eric Keel, YES; Nikeo Collins, YES; Chris Paige, YES; Commissioner John Wynn, YES; Michael Sesvold, YES; Absent: Stuart Wright Motion Passed

911 EXECUTIVE DIRECTOR REPORT- Executive Director Kim Tolliver reported on the following:

CALL VOLUME REPORTS

Call Box Report- NPD-147 NPSO-2

CALL SUMMARY

For the month of May, NPSO had a total of 1958--911 calls, of which 119 were abandoned, giving then a total actual 9-1-1 calls of 1839. They had a total of 5,457 calls on the Administrative lines, 2581 inbound 2862 outbound. 13 abandoned calls on the Administrative Lines. Total calls for the Month 7415.

For the month of May, NPD had a total of 410-- 911 calls of which 6 were abandoned, giving them a total of 404 actual calls taken. They had a total 4311 calls on the Administrative lines, 3182 inbound -1078 outbound, and 50 abandoned. A total of 4721 calls for the month.

Mr. Carl Sias asked the question about the calls that are being put on hold. The question if someone calls 911 and does not get through or placed on hold and that individual dies as a result, who will be held responsible?

Commissioner Collins, Chief of Police answered the Communication Officer who fielded the call would be held accountable for their actions.

COMMUNICATIONS OFFICER -After a discussion of the call volume report Commissioner Richmond made a motion, seconded by Commissioner Braxton to have Director Tolliver meet with each agency and their respective supervisors to discuss policy and procedure that may help bring the abandoned call rate down. **Roll call vote as follows: Calvin Braxton, Yes; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Chris Paige, YES; Nikeo Collins, YES; John Wynn, YES; Michael Sesvold, YES; Absent: Stuart Wright. Motion Passed**

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- a. Follow up on door part still has not come in for the door.**
- b. Follow up on chairs they have been fixed. One more has been broken.**

9-1-1 ADDRESS COORDINATOR REPORT- During the month of May, 2023, the addressing office processed (5) new addresses for residence and (2) updates in the Parish in Natchitoches Parish. The activity resulted in (186.4) miles being traveled throughout the Parish consuming some (7.5) hours of personnel time while conducting site surveys and collections of GPS data. We made (1) adjustments or updates to AT&T 9-1-1 database during this period. Ordered (21) road signs.

Chairman Wynn asked for a motion to accept the Director's report as presented. Motion by Commissioner Braxton, seconded by Commissioner Keel. **Roll call vote recorded as follows: Calvin Braxton, YES; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Chris Paige YES; Nikeo Collins, YES; John Wynn, YES; Michael Sesvold, YES; Absent: Stuart Wright. Motion Passed**

NEW BUSINESS

CREDIT CARD ACTIVITY REPORT- **Chairman Wynn** asked for a motion to accept the Charge Card Activity Report as presented. Motion by Commissioner Paige, seconded by Commissioner Braxton. **Roll call vote recorded as follows: Calvin Braxton, YES; Eric Keel, YES; Mary Jones, YES; John Richmond, YES; Nikeo Collin, YES; Chris Paige, YES; John Wynn, YES; Michael Sesvold, YES; Absent: Stuart Wright. Motion Passed**

DISTRICT AUDIT- Our Audit was completed on June 8, 2023. Deborah Dees could not make it for our Board Meeting today.

GOOD TO THE ORDER- Executive Director Tolliver stated we want to leave on a good note as always. We want to recognize our shining star this month as Commissioner Calvin Braxton for his kind heart. We wanted to express to Commissioner Braxton how much we appreciate him for his kindness.

Kim Tolliver vacation June 26th-30th

Bernice Wallace vacation July-13th-21th

ADJOURN-Having no other Business to come before the Communications District Board of Commissioners, Chairman Wynn asked for a motion to adjourn until it's next scheduled meeting date. Motion by Commissioner Jones, seconded by Commissioner Keel. **Roll call vote as follows: Calvin Braxton, YES; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Chris Paige, YES; Nikeo Collins, YES; John Wynn, YES; Michael Sesevold, YES; Absent: Stuart Wright. Motion Passed.**

Meeting adjourned @ 3:20 pm