

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

2:00 p.m., Tuesday, July 15, 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, July 15, 2014 at 2:00 p. m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

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

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, Rick Nowlin and Mary Jones. **Absent:** Chris Paige, Doug Birdwell. Staff present: 911 Director Willis Carter, Bernice Wallace and Legal counsel Mark Begnaud. Presenting Reports: Rebecca Jones, representing Johnson Thomas and Cunningham.

Public Comments/Introduction of Guests - Chairman Atteridge recognized and welcomed guests, Rebecca Jones, Mark Begnaud and LaQuita Collins. 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 item#13 The NATCOM Project Report, be omitted due to the absent of George Minturn. Atteridge asked for a Motion to approve the agenda as amended.....Motion by Commissioner Victor Jones, seconded by Commissioner Dove. Roll call vote was recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; ABSENT, Chris Paige, Doug Birdwell: Motion Passed**

Approval of Minutes - Chairman Atteridge asked for a Motion to approve the minutes of the June 17, 2014 Board Meeting as printed.....Motion by Commissioner McCain, seconded by Commissioner Victor Jones. Roll call vote was recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Mary Jones, YES; Nowlin, and Dove, YES; ABSENT, Chris Paige, Doug Birdwell: Motion Passed**

Financial Report - Rebecca Jones, representing Johnson Thomas and Cunningham, presented Financial reports for period ending June 30, 2014, Chairman Atteridge asked for a motion to accept the Financial Reports as presented....Motion by Commissioner Miller, seconded by Commissioner Victor Jones.. Roll call vote was recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, YES; Nowlin, YES; ABSENT, Chris Paige, Doug Birdwell: 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. On May 28, 2014 we received correspondence from Cellular One regarding cost recovery. We responded to those questions on June 2, 2014. Testing with AT&T Wireline, Intrado and the computer aided dispatch occurred on June 3, 2014 and it was determined that data is passing through the switching equipment

correctly and displaying lat/long of cell towers. Presently we are communicating with various service providers and providing them information of call routing and other issues. Chairman Atteridge asked for a motion to accept the Director's report. 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; ABSENT: Chris Paige, Doug Birdwell: 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 McCain, 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; ABSENT. Chris Paige, Doug Birdwell: Motion Passed**

Capitalization Policy: Resolution Number 7 of 2014-Chairman Atteridge asked for a motion to accept RESOLUTION NUMBER 7 OF 2014. A RESOLUTION ADOPTING ADMINISTRATIVE POLICY/PROCEDURE NUMBER 010 ENTITLED FIXED AND CAPITAL ASSET MANAGEMENT AND OTHERWISE PROVIDING WITH RESPECT THERETO: Motion by Commissioner McCain, seconded by Commissioner Dove. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones, Yes; Nowlin, YES; ABSENT: Chris Paige, Doug Birdwell: Motion Passed**

Investment of Idle Funds: Resolution Number 8 of 2014-Chairman Atteridge asked for a motion to accept RESOLUTION NUMBER 8 OF 2014. A RESOLUTION AUTHORIZING THE AUTOMATIC RENEWAL OF ONE CERTIFICATE OF DEPOSIT AND OTHERWISE RESPECT THERETO: Motion by Commissioner Miller, 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; ABSENT; Chris Paige, Doug Birdwell: Motion Passed**

Office Of Homeland Security Grant Update: Willis Carter, stated that we had received everything a part of the upgrade, for this year. He will take everything to Kay Radio, they will be doing the installation. Chairman Atteridge asked for a motion to accept the Homeland Security Grant update. 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; ABSENT: Chris Paige, Doug Birdwell: 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 Dove, seconded by Mary Jones. Roll call vote recorded as follows: **Victor Jones, YES; McCain, YES; Miller, YES; Dove, YES; Mary Jones; YES; Nowlin, YES; ABSENT; Chris Paige, Doug Birdwell: Motion Passed**

MEETING ADJOURNED 2:29 P. M.

Mary Jones, Secretary
August 19, 2014