

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

2:00 p.m., Tuesday, September 17, 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, September 17, 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 Nicholas to lead the Pledge of Allegiance, and Commissioner Paige offered the prayer.

PUBLIC COMMENTS/INTRODUCTION OF GUEST *No public comments. Christine Stackhouse, LaQuita Collins, Juanice Gray, George Minturn, Mark Roberts.*

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, Executive Session. Motion by Commissioner Victor Jones, seconded by Commissioner John Wynn. 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 July 23, 2019 board meeting as written. Motion by Commissioner John Wynn, seconded by Commissioner Larry Atteridge. 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**

FINANCIAL REPORT- Postpone until the next regular board Meeting.

9-1-1 DIRECTORS REPORT- FireTech conducted system inspections on July 18th and provided a detailed report, APCO and NENA held quarterly meeting in Natchitoches on the 24th and 25th of July, The cutover and relocation of both dispatch centers to the NATCOM facility occurred on July 31, 2019 at 10:00 am. No outages and no problems were encountered with any of the personnel or the operating systems. The issues surrounding Door number 104 remain unresolved. The Issues with Door number 124 appear to be resolved. Workers damaged the lightning protection for the building and that damage has been repaired. Mr. Minturn discovered that the inspection wells for the lightning protection system had not been installed. As of 9/13/2019 no resolution has been reached. Smoke detector in supervisor office has become unattached and has been reported to Pat Williams Construction. Developed job description for 9-1-1 Director. Met with the owner of Red River Sanitors regarding quality of service as related to janitorial services. Lights in the Generator room do not operate. The security system network server suffered the third crash on September the 10th. United

Automation has advised that there appears to be a major problem with the server and they are researching. As of 9/13/19 no update. Increase in utility bill is the result of irrigation system and the high heat days. Chairman Dove asked for a motion to accept the Directors report as presented. *Motion by Commissioner John Nicholas, 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**

RESOLUTION NUMBER 16 OF 2019- A RESOLUTION SUPPORTING CHARTER MEMBERSHIP STATUS IN THE CLASS OF “MEMBER DIRECTOR” IN THE LOUISIANA 9-1-1 DIRECTORS’ CONSORTIUM OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Dove asked for a motion to approve Resolution number 16 of 2019. Motion by Commissioner Jack McCain, 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 17 OF 2019- BOTH THE NATCHITOCHE PARISH SHERIFF’S OFFICE AND THE CITY OF NATCHITOCHE POLICE DEPARTMENT INCURRED SIGNIFICANT EXPENSE RELATED TO THE MOVE OF THEIR RESPECTIVE COMMUNICATIONS DIVISIONS TO THE NATCOM FACILITY. THIS RESOLUTION IS IN SUPPORT OF FINANCIAL COMPENSATION FOR COSTS ASSOCIATED WITH THIS MOVE, AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Dove asked for a motion to approve an amended resolution number 17 of 2019. Motion by Commissioner Chris Paige, seconded by Commissioner Wynn. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Mary Jones, YES; Jack McCain, YES; John Wynn, YES; Rick Nowlin, YES; Chris Paige, YES; ABSTAIN-Chairman Micky Dove, Commissioner Victor Jones. Motion Passed**

NATCOM PROJECT UPDATE REPORT- Report accepted.

EXECUTIVE SESSION-Chairman Dove asked for a motion to go into Executive Session. Motion by Commissioner Victor Jones, 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**

The Commission completed Executive Session and Chairman Dove asked for a motion to reconvene the regular meeting. Motion by Commissioner Chris Paige, seconded by Commissioner Larry Atteridge. 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.**

Motion was offer by Commissioner Chris Paige to allow the 911 Director Willis Carter to move forward with hiring another contractor to complete the work that the pervious contractor did not complete at the NATCOM Facility, seconded by Commissioner Larry Atteridge. 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**

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.