

MINUTES OF THE REGULAR MEETING
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT
2:00 p.m. TUESDAY, August 16,2022
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, August 16, 2022 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 Jones offered the Prayer. Commissioner Keel led the Pledge of Allegiance.

INTRODUCTION OF GUEST/PUBLIC COMMENTS. Rebecca Jones, Lamar McGaskey, Susan Johnson, Laquita Collins, Mark Begnaud and Sgt. Darrell Hickman. Chairman Wynn thanked everyone for coming. No comments.

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

APPROVAL OF THE AGENDA- Chairman Wynn asked for a motion to approve the Agenda for August 16, 2022, board meeting. Motion by Commissioner Keel, seconded by Commissioner Richmond Roll call vote recorded as follows: Calvin Braxton, YES; Nikeo Collins, YES; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Stuart Wright, YES; John Wynn, YES; Absent: Michael Sesevold and Chris Paige. Motion Passed

APPROVAL OF MINUTES- Chairman Wynn asked for a motion to approve the minutes of the July 19, 2022 meeting. Motion by Commissioner Braxton, seconded by Commissioner Jones. Roll call vote recorded as follows: Calvin Braxton, YES; Nikeo Collins, YES; Mary Jones, YES; Eric keel, YES; John Richmond, YES; Stuart Wright, YES; John Wynn, YES; Absent: Michael Sesevold and Chris Paige. Motion Passed

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

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

CALL VOLUME REPORT- NPSO took a total of 1749-911-calls for the July. Of those, 100 were abandoned, 1649 were inbound. They also took a total of 2917 administrative calls, 52 abandoned, 2473 were outbound. Average call duration 75.3%. a total of 7191 calls for the month of July.

NPD for the month of July had 319 inbound calls. 2 Abandoned. Abandoned rate 0.62%, total of 321 Administrative calls. Inbound 3195 calls 62 were abandoned. 1108 inbound. Avg call duration 73.3 %. Total calls were 4686 for the month of July.

2023 BUDGET- Director Tolliver stated that she will be meeting with Finance Committee soon to get the Budget ready by October/November.

SUCCESSION PLANNING- Bernice Wallace will be working on creating a step by step process manual for Addressing: This manual will help in the event of the absent of Mrs. Wallace, and help me with assisting customers obtain their 911 Addresses.

GIS- Director Tolliver stated that she has noticed some inconsistencies with the GIS addressing when compared to the Sheriff's dispatch map. Our map would show the correct place where the address was pinned, their map would show something different. Laquita Collins stated that she would get with their mapping technician to correct the problem.

LERN- Director Tolliver asked the Sheriff and Police Departments if either had taken the class for "Stop the Bleed." This is a free training course, it teaches first arriving responding officers on scene how to stop the bleeding prior to EMS arrival. If you want to do this class they would come here for training. Ms. Tolliver stated that she would put them in touch with Deborah Span.

9-1-1 ADDRESS COORDINATOR REPORT- During the month of July, 2022, the addressing office processed (12) new addresses for residence and (0) updates in the Parish in Natchitoches Parish. The activity resulted in (268) miles being traveled throughout the Parish consuming some (19.5) hours of personnel time while conducting site surveys and collections of GPS data. We made (0) adjustments or updates to AT&T 9-1-1 database during this period. Ordered (6) road signs. Chairman Wynn asked for a motion to accept the Director's report as presented. Motion by Commissioner Jones, seconded by Commissioner Richmond. Roll call vote recorded as follows: Calvin Braxton, YES; Nikeo Collins, YES; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Stuart Wright, YES; John Wynn, YES; Absent: Michael Sesevold and Chris Paige. Motion Passed

OLD BUSINESS

- A. BANK OF MONTGOMERY CD'S-** Director Tolliver stated that District was able to obtain a 2.39% rate for the CD's, which is a lot better than the .5%. Shout out to Commissioner Braxton for the information.
- B. HOUSE BILL 392-** Director Tolliver stated that this Bill is only applicable to District Employees.

NEW BUSINESS

CREDIT CARD ACTIVITY REPORT- NO ACTION TAKEN

NATCOM PRESENTATION- Director Tolliver stated that this presentation was put together for all the new persons that were present as well as newly appointed Commissioners. We have nine Communication District Board members. The day to day operation is managed by Kim Tolliver, Executive Director. We are an emergency communication center created to answer all emergency calls. I am here to manage this NATCOM facility.

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 Collins, seconded by Commissioner Keel. Roll call vote as follows:

Calvin Braxton, YES; Nikeo Collins, YES; Mary Jones, YES; Eric Keel, YES; John Richmond, YES; Stuart wright, YES; John Wynn, YES; Absent: Michael Sesevold and Chris Paige. Motion Passed.

Meeting adjourned @ 2:50 pm