

MINUTES OF THE REGULAR MEETING

NATCHITOCHEES PARISH COMMUNICATIONS DISTRICT

2:00 p.m. TUESDAY MAY 21,2024

ROOM 116 A

NATCHITOCHEES 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, May 21,2024 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 Kerry offered the Prayer. Commissioner Salter led the Pledge of Allegiance.

INTRODUCTION OF GUEST/PUBLIC COMMENTS

Laquita Collins, Lamar McGaskey and 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, John Wynn, Mark Kerry, John Salter, Michael Sesvold and Nikeo Collins.

Absent: Stuart Wright, Eric Keel

APPROVAL OF AGENDA

Chairman Wynn asked for a motion to approve the agenda. Motion by Commissioner, seconded by Commissioner Braxton. Roll call vote recorded as follows:

Calvin Braxton, YES; Mary Jones, YES; Mark Kerry, YES; John Salter, YES; Michael Sesvold, YES; John Wynn, YES; Absent: Stuart Wright and Eric Keel. Motion Passed

APPROVAL OF MINUTES

Chairman Wynn asked for a motion to approve the minutes of our last meeting. Motion by Commissioner Sesvold, seconded by Commissioner Jones. Roll call vote recorded as follows:

Calvin Braxton, YES; Mary Jones, YES; Mark Kerry, YES; John Salter YES; Michael Sesvold, YES; John Wynn, YES; Absent: Stuart Wright and Eric Keel. 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 Braxton. Roll call vote recorded as follows:

Calvin Braxton, YES; Mary Jones, YES; Mark Kerry, YES; John Salter, YES; Michael Sesvold, YES; John Wynn, YES; Absent: Stuart Wright and Eric Keel. Motion Passed

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

CALL VOLUME REPORTS

NPSO for the month of April 2024, had 1603/ 911 calls, of which 66 were abandoned, giving them an actual total of 6835 911 calls taken. Abounded rate of 4.12%. They took 2414 inbound calls on their Administrative lines, of which 4 of those were abounded. They made 2410 outbound calls for a total of 4489 calls, giving a total 911 calls of 6835.

NPD for the month of April 2024, had 213/911 calls, of which 9 were abandoned at 2.13% rate. Giving them a total of 423/ 911 calls actually taken. On the Administrative lines they had a total of 2803 inbound calls/ 894 outbound calls with 36 calls abandoned. for a total of 3743 calls on the Administrative lines, giving them an overall total of 4166 calls taken for the month.

TIER 2.1 REPORTS/ETHICS/SEXUAL HARASSMENT/AUDIT QUESTIONNAIRE

Just a reminder to all Commissioner these things were due May 15, 2024. Please submit your information.

COMM CENTER CHAIRS- Director Tolliver reported that we have 4 chairs on demo in the Com Center so the Communications Officers can get the feel of which ones are more comfortable before we purchase them. We have to replace 7 chairs.

CLEANING OF THE COMM CENTER CONSOLES- Director Tolliver stated that we have not had any cleaning of the consoles in five years. We need to keep these consoles in good working conditions.

CYBERSECURITY EVALUATION TOOL- Director Tolliver explain to the board about this tool, it is to protect your Com Center from ransomware. Our emergency communication center is crucial to our public safety interruption. Because this is a very important answering point it is highly target for cyber threat.

9-1-1 ADDRESS COORDINATOR REPORT- During the month of April, 2024, the addressing office processed (5) new addresses for residence and (6) updates in the Parish in Natchitoches Parish. The activity resulted in (316.6) miles being traveled throughout the Parish consuming some (11.5) hours of personnel time while conducting site surveys and collections of GPS data. Ordered (1) road signs. Chairman Wynn asked for a motion to accept the Director's report as presented. Motion by Commissioner Wright, seconded by Commissioner Keel. Roll vote recorded as follows:
Calvin Braxton, YES; Mary Jones, YES; Mark Kerry YES; John Salter, YES; Michael Sesvold, YES; John Wynn, YES; Absent: Stuart Wright and Eric Keel. Motion Passed

OLD BUSINESS

- A. SEWER LIFT STATION-** Director Tolliver reported that the lift station has been replaced and everything is functioning well.

NEW BUSINESS

CREDIT CARD ACTIVITY REPORT

Chairman Wynn asked for a motion to accept the Charge Card Activity Report as presented. Motion by Commissioner Braxton, seconded by Commissioner Jones. Roll call vote recorded as follows:
Calvin Braxton, YES; Nikeo Collins, YES; Mary Jones, YES; Mark Kerry, YES; John Salter, YES; John Wynn, YES; Absent: Stuart Wight and Eric keel. Motion Passed

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

Calvin Braxton, YES; Nikeo Collins, YES; Mary Jones, YES; Mark Kerry, YES; John Salter, YES; John Wynn, YES; Absent: Stuart Wright and Michael Sesevold. Motion Passed.

Meeting adjourned @ 2:35 pm