

## MINUTES OF THE REGULAR MEETING

### NATCHITOCHE PARISH COMMUNICATIONS DISTRICT

2:00 p.m. TUESDAY, OCTOBER 21, 2025

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, October 21, 2025 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 Kerry led the Pledge of Allegiance.

### INTRODUCTION OF GUEST/PUBLIC COMMENTS

Laquita Collins, Susan Johnson, DiQuan Johnson, Rebecca Jones and Mark Roberts. Chairman Wynn thanked everyone for coming. No comments.

### ROLL CALL

Roll call was conducted by Bernice Wallace. Commissioners present: **Nikeo Collins, Eric Keel, Mark Kerry, Michael Sesvold, Stuart Wright and John Wynn.** Absent: **John Salter, Mary Jones, Calvin Braxton.**

### APPROVAL OF AGENDA

Chairman Wynn asked for a motion to approve the agenda. Motion by Commissioner Kerry, seconded by Commissioner Collins. Roll call vote recorded as follows: **Nikeo Collins, YES; Eric Keel, YES; Mark Kerry, YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: John Salter, Mary Jones, and Calvin Braxton.** Motion Passed.

### APPROVAL OF MINUTES

Chairman Wynn asked for a motion to approve the minutes of our last meeting. Motion by Commissioner Collins, seconded by Commissioner Sesvold. Roll call vote recorded as follows: **Nikeo Collins, YES; Eric Keel, YES; Mark Kerry, YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: John Salter, Mary Jones and Calvin Braxton.** 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 Keel. Roll call vote recorded as follows: **Nikeo Collins, YES; Eric Keel, Mark Kerry, YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: John Salter, Mary Jones and Calvin Braxton.** Motion Passed

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

### CALL VOLUME REPORTS

**NPSO** for the month of September, 2025. 1558-911 calls, of which 64 were abandoned, giving them actual total of 1494-911 calls taken. Abandoned rate of 4.11%. They took 2529 inbound calls on their Administrative lines, of which 6 of those were abandoned. They made 2713 outbound calls for a total of 5248 calls, giving a total 911 calls of 6806.

**NPD** for the month of September, 2025 319-911 calls, of which 4 were abandoned, giving them a actual total of 373-911 calls taken. Abandoned rate of 1.68%. They took 2623 inbound calls on their

Administrative lines, which 41 were abandoned. They made 926 outbound calls, giving them a total 911 calls of 3963.

**9-1-1 ADDRESS COORDINATOR REPORT-** During the months of July, August, and September, 2025 the addressing office processed (39) new addresses for residence and (13) updates in the Parish in Natchitoches Parish. The activity resulted in (1190.0) miles being traveled throughout the Parish consuming some (90) hours of personnel time while conducting site surveys and collections of GPS data. Ordered (19) road signs. Chairman Wynn asked for a motion to accept the Director's report as presented. Motion by Commissioner Sesvold, seconded by Commissioner Kerry. Roll vote recorded as follows: **Nikeo Collins, YES; Eric Keel, YES; Mark Kerry, YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: John Salter, Mary Jones and Calvin Braxton. Motion Passed**

## **OLD BUSINESS-NONE**

## **NEW BUSINESS**

### **CREDIT CARD ACTIVITY REPORT**

Chairman Wynn asked for a motion to accept the Charge Card Activity Report for 07/29/2025 and 08/29/2025 as presented. Motion by Commissioner Collins, seconded by Commissioner Keel. Roll call vote recorded as follows: **Nikeo Collins, YES; Eric Keel, YES; Mark Kerry YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: John Salter, Mary Jones and Calvin Braxton. Motion Passed**

**HIGHER GROUND RECORDING SYSTEM-** The Natchitoches Parish Communications District currently operates the HigherGround Capture911 Voice Recording System. Version 8, which is scheduled to reach end of life on July 1, 2025; And it is necessary to maintain reliable, secure, and up to date voice recording capabilities for the Natchitoches Parish 9-1-1 Communications Center to ensure compliance with operational requirements, call review, and incident documentation.

**FRONTLINE DOR SOLUTIONS-** Spend less time setting up the evaluation and more time analyzing the results. Simply select your DOR form, choose your trainee and you are ready to go!  
You have the option to require evaluator and trainee's signatures on our complete DOR's for tracking and accountability.

**STORE A/C-** Scope of Services-Preventive Maintenance- With this agreement Storer Service s will provide the following: Quarterly inspections on (9) split systems, (2) CRAC units and (1) Aaron RTU. This includes (1) Stop inspection and (3) Operating inspections. With customer supplied filter change during each inspection. This agreement also includes (2) condenser coil cleaning and drain lines to be inspected and cleared during each inspection.

**RESOLUTION NUMBER 8 OF 2025-** A RESOLUTION AUTHORIZING THE UPGRADE OF THE HIGHERGROUND CAPTURE911 VOICE RECORDING SYSTEM FROM VERSION 8 TO VERSION 9 AND APPROVING THE EXPENDITURE FOR THE SAME. Chairman Wynn asked for a motion to accept Resolution number 8 of 2025. Motion by Commissioner Sesvold, seconded by Commissioner Keel. Roll call vote recorded as follows: **Nikeo Collins, Eric Keel, YES; Mark Kerry, YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: Calvin Braxton, Mary Jones and John Salter. 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 Wright, seconded by Commissioner Sesvold. Roll call vote as follows: **Nikeo Collins, YES; Eric Keel, YES; Mark Kerry, YES; Michael Sesvold, YES; Stuart Wright, YES; John Wynn, YES; Absent: John Salter, Mary Jones and Calvin Braxton. Motion Passed.**

**Meeting adjourned @ 3: 05 pm**