

**MINUTES OF THE REGULAR MEETING OF THE
NATCHITOCHEs PARISH COMMUNICATIONS DISTRICT
TUESDAY, JANUARY 17, 2012
2:00 P.M.**

Commission Chairman Dennie Boyt called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, January 17, 2012 at 2:00 P.M. in the Police Jury Board Room of the Natchitoches Parish Courthouse.

The Prayer was led by Commissioner Mickey Dove, followed by the Pledge of Allegiance, Which was led by Commissioner John Salter.

Chairman Dennie Boyt then welcome Mr. John Salter to the 911 Communications District Board, and also recognized Mr. Andrew Shirley from the Natchitoches Times.

Roll call was conducted by 9-1-1 Address Coordinator , Bernice Wallace. Those present were Commissioner Doug Birdwell, Commissioner Mickey Dove, Commissioner Chris Paige, Commissioner Jack McCain, Commissioner Dennie Boyt, Commissioner Larry Atteridge, Commissioner John Salter, 9-1-1 Director Willis Carter, and legal counsel Mr. Mark Begnaud. Absent was Commissioner Jennifer Perkins and Commissioner Victor Jones.

9-1-1 Director Willis Carter asked Chairman Dennie Boyt for a motion to modify the agenda by adding item 13 (Authorization of VISA Statement) Motion by Commissioner Jack McCain, seconded by Commissioner John Salter.....**MOTION CARRIED**

Chairman Dennie Boyt asked for a motion to approve the minutes of the December 6, 2011 board meeting.....Motion by Commissioner Jack McCain, seconded by Commissioner Chris Paige.....**MOTION CARREID**

Chairman Dennie Boyt then recognized Mrs. Rebecca Jones of Thomas Johnson & Cunningham who presented the Financial Report. At the conclusion of her report, Mrs. Jones asked if there were any questions, with none Commissioner Boyt asked for a motion to accept the Financial Report.....Motion by Commissioner Larry Atteridge, seconded by Commissioner Mickey Dove.....**MOTION CARRIED**

A Building Committee Report was presented by the 9-1-1 Director Mr. Willis Carter in the absence of Committee Chair, Commissioner Victor Jones. Mr. Carter recapped the Building Committee activity including two rounds of site visits which involved visits to three Emergency Communications Centers in the Northern Part of the state and three in the southern part of the state. The Advisory Panel had two meetings during which they discussed the information that was gather from each site visit in an effort to formulate recommendations for the NATCOM facility planning. Mr. George Minturn, project architect, was asked to brief the board on the progress to date with the facility design work. Preliminary drawings are complete and being reviewed by stakeholders.

Following the Building Committee report, Mr. Carter provided an update on the activities of the Radio System task force study group. He reported that the committee had participated in on a teleconference with Mr. Tim Barrintine and Mr. Chris Monzingo of RCC Consulting. Mr. Barrintine took the group through an explanation of the radio coverage study which RCC had prepared which indicated the need for additional transmitter sites if coverage and service areas were to be improved. The task force is awaiting further information from RCC prior to proceeding with additional work.

9-1-1 Director Mr. Willis Carter presented the directors report which included updates and information on: the status of the Emergency Power Generator, status of the Emergency Outdoor Warning System , Ethics Training, Website Updates, APCO and NENA HERO AWARDS, Free training being offered by APCO, and an update on the recent meeting of the Natchitoches Parish Interoperability Committee. Chairman Dennie Boyt asked for a motion to accept the 9-1-1 Director's reports as presented.....Motion by Commissioner Chris Paige, seconded by Commissioner Jack McCain.....**MOTION CARRIED**

There was no old business to come before the Commission.

In new business, and before the election of officers for the 2012 year, Commissioner Chris Paige offered comments which supports the notion that everyone at some point and time should consider serve in leadership roles as members of the Board of Commissioners. Commissioner Dennie Boyt then opened nominations for officers for the year 2012. Commissioner asked for nominations for Chair. Commissioner Chris Paige nominated Commissioner Larry Atteridge. Commissioner Mickey Dove nominated Commissioner Dennie Boyt, and with there being no other nominations, Commissioner Chris Paige moved that the nominations be closed and a roll call vote be taken. Motion was seconded by Commissioner Mickey Dove. On a roll call vote, for the position of Chairman of the Board: In favor of Larry Atteridge – Paige, Salter, McCain. In favor of Dennie Boyt - Dove, Birdwell. Absent: Jones and Perkins. With a vote of 3-2, Commissioner Larry Atteridge was elected to the position of Chair.

Commissioner Dennie Boyt then opened nominations for Vice-Chairman. Commissioner Dennie Boyt nominated Commissioner Doug Birdwell. Commissioner Chris Paige nominated Commissioner Mickey Dove, who declined the nomination. With no other nominations, Commissioner Chris Paige moved that the nominations be closed. Motion by Commissioner Chris Paige, seconded by Commissioner John Salter.....**MOTION CARRIED** Commissioner Doug Birdwell was elected by acclimation.

Commissioner Dennie Boyt then opened nominations for Secretary. Commissioner Jack McCain nominated Commissioner Jennifer Perkins. With no other nominations, Commissioner Jennifer Perkins was elected by acclimation as Secretary.

Commissioner Boyt asked the Commission for comments as a result of their review of the Board of Commissioners By-Laws. Director Carter offered for consideration the addition of “approval of the agenda” under section 10 “order of business” of the current By-Laws. The additional modification to the meeting date was also offered by Commissioner McCain. Motion by Commissioner Birdwell and seconded by Commissioner Paige.....**MOTION CARRIED**

Commissioner Atteridge inquired about the reference on our website of four year terms for Commissioners and asked how that was impacting the board. After considerable discussion, it was determined that legal counsel should be tasked to research term limits of the Commission and report back with his findings.

Commissioner Dennie Boyt asked for a motion to approve the Administrative Procedure 002. Motion by Commissioner John Salter, seconded by Commissioner Chris Paige.....**MOTION CARRIED**

Commissioner Dennie Boyt asked for a motion to approve the statement of charges on the District VISA account in the amount of \$44.00. Motion by Commissioner Mickey Dove, seconded by Commissioner John Salter.....**MOTION CARRIED**

Motion was made by Commissioner Jack McCain, seconded by Commissioner Chris Paige to go into executive session. Roll call for Executive Session: Commissioner Dennie Boyt, Commissioner Larry Atteridge, Commissioner Jack McCain, Commissioner John Salter, Commissioner Chris Paige,

Commissioner Doug Birdwell, Commissioner Mickey Dove, cast "yes" votes. Commissioner Victor Jones, and Commissioner Jennifer Perkins were absent with no votes registered. **MOTION CARRIED**

After the business of the Commission was completed, Commissioner Boyt asked for motion to close the Executive Session. Motion by Commissioner Chris Paige , seconded by Commissioner John Salter.....**MOTION CARRIED**

Having no more business before the 9-1-1 Commission, Commissioner Boyt asked for a motion to adjourn. Motion by Commissioner Chris Paige, seconded by Commissioner John Salter.....**MOTION CARRIED**

Meeting adjourned at: 3:40 p.m.
Willis Carter, 9-1-1 Director

Jennifer Perkins, Board Secretary

Date Approved