

MINUTES OF THE REGULAR MEETING OF THE  
NATCHITOCHES PARISH COMMUNICATIONS DISTRICT  
TUESDAY, FEBRUARY 28, 2012  
2:00 P.M.

Commission Chairman Larry Atteridge called the rescheduled (rescheduled from February 21, 2011) regular meeting of the Natchitoches Parish Communications District to order on Tuesday, February 28, 2012 at 2:00 P. M. in the Police Jury Board Room located in the Natchitoches Parish Courthouse.

The Prayer was led by Commissioner Mickey Dove, followed by the Pledge of Allegiance, led by Commissioner Doug Birdwell.

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

Chairman Atteridge recognized and welcomed Mr. Andrew Shirley from the Natchitoches Times and Mrs. Rebecca Jones from Thomas, Johnson & Cunningham Accounting Firm.

Chairman Atteridge asked if there were any amendments to the agenda. Hearing none, the agenda was considered approved as published.

Chairman Atteridge asked for a motion to approve the minutes of the January 17, 2012 Board meeting.....Motion by Commissioner Chris Paige, seconded by Commissioner Mickey Dove.  
...**MOTION CARRIED**

Chairman Atteridge recognized Ms. 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. Commissioner Chris Paige wanted to know if he had understood her right, when she stated that the District had taken in more money than it was spending. Mrs. Jones stated that was correct. Hearing no additional questions and absent any additional comments, Commissioner Atteridge asked for a motion to accept the Financial Report. Motion by Commissioner Chris Paige, seconded by Commissioner Dennie Boyt...**MOTION CARRIED**

The Budget Committee Report was presented by the 9-1-1 Director Willis Carter in the absence of the Budget Committee Chair, Commissioner Jack McCain. Mr. Carter reported that the Budget Committee met on February 15, 2012. The purpose of the meeting was to receive a report from Carter regarding the reinvestment of funds from the maturing of three separate certificates of deposit. Mr. Carter stated that he had contacted seven financial Institutions to obtain rates on investments. The rates ranged from a low of .550% to a high of .950% for a 12 month Certificate of Deposit. Mr. Carter recommended that the 9-1-1 board accept Resolution Number 2 of 2012 which would be presented later in the agenda and invest with the Bank Of Montgomery at a rate of .950% for a period of 12 months.

The Building Committee Report was presented by Mr. Carter in the absence of the Building Committee Chairman, Commissioner Victor Jones. Mr. Carter stated that the Building Committee met on February 14, 2012. The purpose of the meeting was to reach consensus on a final version of the conceptual design of the **NATCOM** facility. Mr. Carter stated that the drawing that they would be seeing is the result of the research work done by the Advisory Committee and the project architect. As part of the research, the Advisory Committee visited six Communications Centers across the state in order to develop a needs assessment for our own **NATCOM** facility. Mr. Minturn, the project architect, took the information given to him by the Advisory Board and utilized it in the developed the design plans which he presented. Mr. Minturn updated the commission on the progress thus far. He discussed room and functional area sizes and stated that the design supports future expansion. There was also a short discussion by the board regarding funding for the NATCOM facility, which included Capital Outlay money and other means of revenue enhancement.

Director Carter also reported on the Radio System, stating that he had received a Proposal from RCC which outlining the general outline of a project designed provide enhanced communications service to the Natchitoches Parish Fire Districts. Carter stated that he would negotiate pricing with RCC but that the project was on hold while the issue of fire district paging is sorted out. Chairman Larry Atteridge offered as information that he had "narrow banded", some of his radio units and it has not affected the reception or transmission.

Chairman Larry Atteridge asked for a motion to accept the Committee Reports as presented by Mr. Carter. Motion by Commissioner John Salter, seconded by Commissioner Jennifer Perkins.....**MOTION CARRIED**

9-1-1 Director Mr. Willis Carter presented the Director's report which included updates and information on the Radio System, the status of the Districts Capital Outlay application. He reported that follow-up letters had been sent to Senator Gallot, Representative Howard, Representative Cox, and Representative Brown, thanking them for their support. Attempts to secure a grant through Delta Regional Granting process were not successful in our first round. However, the district will participate in the second round of grant requests assisted by Ms. Simek of the Coordinating and Development Cooperation. Carter stated that the success of the FireAct Grant which is being written and managed by Commissioner Dennie Boyt on behalf of the ten Natchitoches Fire Districts, will have a tremendous impact on the District's pending Capital outlay grant application. Carter asked Commissioner Boyt to provide an update. Commissioner Dennie Boyt talked briefly to the board on the FireAct Grant stating that in September he submitted a Regional Grant for communications for his Fire Department, and the ten other Fire Districts, in the amount of Eight Hundred Fifty One Thousand Seven Hundred Forty Three Dollars. The grant will be used to purchase mobile and portable radios which will operate on the 700 Mhz. LWIN system. There has not been any official notification as to progress, but Commissioner Boyt is optimistic that the grant will be funded. Carter provided an update on the Performance/ Production Indicators after which Chairman Atteridge asked for a motion to accept the Director's report as presented ...Motion by Commissioner John Salter, seconded by Commissioner Chris Paige.....**MOTION CARRIED.**

Under the order of old business, council for the District Mark Begnaud reported that he had completed some limited research regarding Commission appointments. He reported that according to statute, the Natchitoches Parish Communications District Board is managed and governed by a nine member board, the members of which are appointed by the Natchitoches Parish Police Jury with staggered

terms of four years. Mr. Begnaud stated that additional research into Police Jury records would be necessary to determine the dates of appointment and reappointments of each commission member. Commissioner Paige stated that Ms. Hamilton had all of the information pertaining to the board appointments. Mr. Carter stated that he would contact her in hopes of getting appointment and reappointment dates of the Commissioners. Chairman Atteridge asked the 9-1-1 Director Mr. Willis Carter to meet with Mrs. Catherine Hamilton for updates on the 9-1-1 Board terms.

Commissioner Atteridge asked for a motion to approve the statement of charges on the District VISA account in the amount of \$44.00 and \$35.95. Motion by Commissioner Mickey Dove, seconded by Commissioner John Salter.....**MOTION CARRIED**

Commissioner Larry Atteridge asked for a motion to approve funding up to \$1700.00 for registration and lodging for four of our PSAP members to attend the Louisiana NENA/APCO 2012 Training Symposium that will be in Marksville, Louisiana...Motion by Commissioner Chris Paige, seconded by Commissioner John Salter.....**MOTION CARRIED**

Commissioner Larry Atteridge asked for a motion to approve up to \$850.00 for the purchase of two Level 1, Group APCO Memberships.....Motion by Chris Paige, seconded by Commissioner John Salter.....**MOTION CARRIED**

Commissioner Larry Atteridge asked for a motion to approve the Resolution Number 1 of 2012 approving the conceptual design of NATCOM, a consolidated Emergency Communications facility project for the purpose of supporting emergency 9-1-1 Communications services in Natchitoches Parish.....Motion by Commissioner Chris Paige, seconded by Commissioner John Salter.....**MOTION CARRIED**

Commissioner Larry Atteridge asked for a motion to approve the Resolution Number 2 of 2012 approving the development of a digitized centerline map supporting enhanced 9-1-1 wireless phase II two location services by the Natchitoches Parish 9-1-1 system and other public safety agencies and personnel.....Motion by Commissioner John Salter, seconded by Commissioner Jennifer Perkins.....**MOTION CARRIED**

Commissioner Larry Atteridge asked for a motion to Authorize the 9-1-1 Director Mr. Willis Carter to move \$300K form the Districts operating account at Exchange Bank to the Bank of Montgomery in the form of a 12 month Certificate of Deposit at the current interest rate of .950%.....Motion by Commissioner Chris Paige, seconded by Commissioner Jennifer Perkins....  
.....**MOTION CARRIED**

Having no more Business before the 9-1-1 Commission, Commissioner Larry Atteridge asked for a motion to adjourn. Motion by Commissioner Dennie Boyt, seconded by Commissioner John Salter.....**MOTION CARRIED**

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Jennifer Perkins, Board Secretary

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Date Approved