

**MINUTES OF THE REGULAR MEETING
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT
2:00 p.m., Tuesday, January 20, 2015
Council Meeting Room
Natchitoches Parish Court House**

CALL TO ORDER - Chairman Larry Atteridge called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, January 20, 2015 at 2:00 p. m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

PLEDGE AND PRAYER – Commissioner Victor Jones led the Pledge of Allegiance, followed by the Prayer, which was offered by Commissioner Dove.

ROLL CALL - Roll call was conducted by 9-1-1 Address Coordinator Bernice Wallace
Commissioners present: Larry Atteridge, Micky Dove, Crit Miller, Doug Birdwell, Chris Paige and Victor Jones; **Commissioners absent:** Mary Jones, Jack McCain and Rick Nowlin. Staff present: 911 Director Willis Carter, Bernice Wallace and Legal counsel Mark Begnaud.

PUBLIC COMMENTS/INTRODUCTION OF GUEST - Chairman Atteridge recognized and welcomed guests. Commissioner Atteridge asked if there were any comments from the audience of which there were none.

APPROVAL/MODIFICATIONS TO AGENDA - Chairman Atteridge asked if there were any modifications to the Agenda. 911 Director Willis Carter stated that none had been submitted.

APPROVAL OF MINUTES - Chairman Atteridge asked for a Motion to approve the minutes of the December 2, 2014 Board Meeting as written.....Motion by Commissioner Victor Jones, seconded by Commissioner Miller. Roll call vote was recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

FINANCIAL REPORT – Rebecca Jones, representing Johnson Thomas & Cunningham, presented financial reports for the period ending December 31, 2014. Chairman Atteridge asked for a motion to approve the financial reports as presented by Mrs. Jones. Motion by Commissioner Victor Jones, second by Commissioner Paige. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

9-1-1 DIRECTORS REPORT - Mr. Carter reported on the following: Phase 2 Wireless Location - wireless location services are being provided by the following carriers: Sprint, T-Mobile, AT&T, Cellular One, and Verizon. **Capital Outlay Reimbursement Activity-** On November 28, 2014, the District filed its first request for disbursement from the state on expenses associated with the NATCOM Facility project. The request included six invoices totaling \$122,731.00. On December 24, 2014, the district received an electronic bank transfer from the State of Louisiana in the amount of \$62,468.70 along with notification that \$108,395.00 has been credited to the project as the districts in kind match to date. **NATCOM Plan Submittal**

to Facility Planning and Control - On December 17, 2014 the district hand delivered a set of NATCOM facility plans and specifications to Facility Planning and Control in Baton Rouge for review and approval. On December 29th, the district received a response from Mr. John Bernard, the district Program Manager which states in part: Base upon my review, provided the above comments are addresses, the facility is designed to be functional and is within the intent of the Capital Outlay Request/Act". Other than the above items, we see nothing in the documents that would jeopardize eligibility for State participation. **9-1-1 Funding Initiative-** 9-1-1 Directors had a second meeting in Lafayette on December 17, 2014 for ongoing discussions regarding sustainable funding for state 9-1-1 systems. **Telephone Switch Upgrade -** Equipment is tentatively scheduled for shipment early to mid- March.

ANNOUNCEMENT: Administrative offices were closed on January 19th in observance of MLK Day.

Chairman Atteridge asked for a motion to accept the Directors Report as presented. Motion by Commissioner Paige, seconded by Commissioner Birdwell: Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, jack McCain and Rick Nowlin: Motion Passed**

VISA ACCOUNT ACTIVITY REPORT – Chairman Atteridge asked for a motion to accept the statement of charges on the District's VISA account as provided. Motion by Commissioner Victor Jones, seconded by Commissioner Dove. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; ABSENT: Mary Jones, Chris Paige and Doug Birdwell: Motion Passed**

RESOLUTION NO. 1 OF 2015-A RESOLUTION ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR THE NATCHITOCHE PARISH COMMUNICATIONS DISTRICT AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Atteridge asked for a motion to approve RESOLUTION #1 OF 2015 Natchitoches Parish Communications District 2015 Meeting Schedule. Motion by Commissioner Victor Jones, second by Commissioner Miller. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin: Motion Passed**

RESOLUTION NO. 2 OF 2015-A RESOLUTION APPROVING AMENDMENTS THE ENGAGEMENT OF DEBORAH D. DEES, CPA, TO CONDUCT AN ANNUAL REVIEW/AUDIT OF THE NATCHITOCHE COMMUNICATIONS DISTRICT FINANCIAL CONDITION IN ACCORDANCE WITH R.S. 24:513 FOR THE YEAR(S) EDNING DECEMBER 31, 2015, AND 2016. Chairman Atteridge asked for a motion to approve Resolution Number 2 of 2015. Motion by Commissioner Paige, second by Commissioner Victor Jones. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

NATCOM PROJECT REPORT- Mr. Minturn provided updates on the latest plans for the NATCOM facility, stated that he is in the process of completing the application to the State Fire Marshall. Chairman Atteridge asked for a motion to accept the architects report. Motion by Commissioner Paige, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

ELECTION OF OFFICERS- Chair Atteridge opened nominations for election of Officers for the 2015 year beginning with **Chairman**. Commissioner Victor Jones re-nominated Commissioner Atteridge to serve a third term as **Chairman** with a second on the motion by Commissioner Paige. Hearing no other nominations, Commissioner Paige motion to close the nominations. Roll call vote recorded as follows: **Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

Chairman Atteridge opened nominations for **Vice-Chairman**. Commissioner Paige re-nominated Commissioner Dove to serve a second term as **Vice-Chairman** with a second by Commissioner Victor Jones. Hearing no other nominations, a roll call vote was recorded as follows: **Atteridge, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed.**

Chairman Atteridge opened nominations for **Secretary**. Commissioner Atteridge re-nominated Commissioner Mary Jones as **Secretary**, motion was seconded by Commissioner Victor Jones. Hearing no further nominations, a roll call vote was recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

Having no further Business to come before the Communications District Board of Commissioners, Chairman Atteridge called for a motion to adjourn until it's next scheduled meeting date. Motion by Commissioner Victor Jones, seconded by Commissioner Paige. A roll call vote was recorded as follows: **Atteridge, YES; Dove, YES; Victor Jones, YES; Miller, YES; Birdwell, YES; Paige, YES; ABSENT: Mary Jones, Jack McCain and Rick Nowlin. Motion Passed**

MEETING ADJOURNED 2: 25 P. M