

**MINUTES OF THE REGULAR MEETING
NATCHITOCHE PARISH COMMUNICATIONS DISTRICT**

2:00 p.m., Tuesday, May 16, 2017
Council Meeting Room
Natchitoches Parish Court House

CALL TO ORDER- Vice-Chairman Atteridge called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, May 16, 2017 at 2:00 p.m. in the Natchitoches Parish Government meeting room of the Natchitoches Parish Courthouse.

PLEDGE AND PRAYER – Commissioner Rick Nowlin led the Prayer, Pledge of Allegiance led by Commissioner Victor Jones.

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

PUBLIC COMMENTS/INTRODUCTION OF GUEST- No Public comments. Juanice Gray, George Minturn.

APPROVAL/MODIFICATIONS TO AGENDA-*There were no modifications to the agenda. Vice-Chairman Atteridge asked for a motion to accept the Agenda as written...Motion by Commissioner Jack McCain, seconded by Commissioner Crit Miller. Roll call vote was recorded as follows: Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; ABSENT: Chris Paige and Micky Dove: Motion Passed*

APPROVAL OF MINUTES – Vice-Chairman Atteridge asked for a motion to approve the minutes of the April 18, 2017 board meeting as written...Motion by Commissioner Jack McCain, seconded by Commissioner Crit Miller. Roll call vote was recorded as follows: **Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; ABSENT: Chris Paige and Micky Dove. Motion Passed**

FINANCIAL REPORT – The financial report was presented by Ms. Rebecca Jones. Vice-Chairman Atteridge asked for a motion to accept the Financial report for the period ending April 30, 2017. Motion by Commissioner Mary Jones, second by Commissioner John Nicholas. Roll call vote recorded as follows: **Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; ABSENT: Chris Paige, and Micky Dove. Motion Passed**

9-1-1 DIRECTORS REPORT: Employee Performance Evaluation – May 10, 2017, Fire District Jurisdictional Boundary “True Up” is needed in order to help improve accuracy of appropriate deployment of fire districts. Contacted GTG for pricing to research parish ordinances and ensure that 9-1-1 GIS mapping records are accurate. Carter reported that existing funding allocation would be sufficient to support work. Carter reported that he had sent a request to JTC for assistance with Surcharge Revenue increase verifications. Site visit and planning meeting on May 9th w/ATT, Nikeo Collins, and Steve Hightower regarding move of IT systems to the new facility. Also conducted a

network planning meeting with George Minturn, Nikeo Collins, Steve Hightower, Steve Stinger, Larry Atteridge, Crit Miller, and Project Manager. Bernice Wallace participated in records management training on May 23rd. Carter also reported on the planning for upcoming North Louisiana 9-1-1 Directors quarterly summit on June 23rd. The 9-1-1 Statewide Consolidated Report was also provided to Commissioners. Roll call vote was recorded as follows: **Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; ABSENT: Chris Paige and Micky Dove. Motion Passed**

BANK CARD ACCOUNT ACTIVITY REPORT- Vice-Chairman Atteridge asked for a Motion to accept the Bank Card Account Activity Report. Motion by Commissioner Victor Jones, seconded by Commissioner Crit Miller. Roll call vote was recorded as follows: **Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Rick Nowlin, YES; ABSENT: Chris Paige and Micky Dove. Motion Passed**

RESOLUTION NUMBER 7 OF 2017- A RESOLUTION AUTHORIZING A SALARY ADJUSTMENT FOR BERNICE WALLACE, AND OTHERWISE PROVIDING WITH RESPECT THERETO: Vice-Chairman Atteridge asked for a motion to accept RESOLUTION #7 of 2017. Motion by Commissioner Mary Jones, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Rick Nowlin, YES; ABSENT: Chris Paige and Micky Dove. Motion Passed**

NATCOM PROJECT REPORT-George Minturn report on the working progress regarding construction of the NATCOM facility. First Payment request has been made to the contractor. Vice-Chairman Atteridge asked for a motion to accept Mr. Minturn Report. Motion by Commissioner Victor Jones, seconded by Commissioner Nicholas. Roll call vote as follows. **Atteridge, YES; Nicholas, YES; Mary Jones, YES; Victor Jones, YES; McCain, YES; Miller, YES; Nowlin, YES; ABSENT: Chris Paige and Micky Dove. Motion Passed.**

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

MEETING ADJOURNED 2:26 p.m.