

**MINUTES OF THE REGULAR MEETING
NATCHITOCHEES PARISH COMMUNICATIONS DISTRICT
2:00 p.m., Thursday, October 15, 2019
Room 116 A
Natchitoches Parish Communications District 9-1-1 Center**

CALL TO ORDER- Chairman Micky Dove called the regular meeting of the Natchitoches Parish Communications District to order on Tuesday, October 15, 2019 at 2:00 p.m. in the Natchitoches Parish Communications District 9-1-1 Center , Room 116 A, Natchitoches Parish Louisiana.

PLEDGE AND PRAYER –Chairman Dove asked Commissioner Jack McCain to lead the Pledge of Allegiance, and Commissioner John Wynn offered the prayer.

PUBLIC COMMENTS/INTRODUCTION OF GUEST *No public comments. George Minturn, LaQuita Collins, Christine Stackhouse and Marks Begnaud.*

ROLL CALL - Roll call was conducted by Bernice Wallace. **Commissioners present: Larry Atteridge, John Nicholas, Micky Dove, Mary Jones, Victor Jones, Jack McCain, John Wynn, Chris Paige; Commissioner absent; Rick Nowlin.**
Staff present: 911 Director Willis Carter, Bernice Wallace and Legal counsel Mark Begnaud.

APPROVAL/MODIFICATIONS TO AGENDA- Chairman Dove asked were there any modifications to the agenda. Director Willis Carter stated there were none.

APPROVAL OF MINUTES- Chairman Dove asked for a motion to approve the minutes of the September 17, 2019 meeting and the October 03, 2019 special meeting. Motion by Commissioner John Wynn, seconded by Commissioner Larry Atteridge. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; John Wynn, YES; Jack McCain, YES; Chris Paige, YES; Motion Passed**

FINANCIAL REPORT- Rebecca Jones presented the Financial Reports for the period ending September 30, 2019. Chairman Dove asked for a motion to approve the Financial Reports as presented by Rebecca Jones. Motion by Commissioner Victor Jones, seconded by Commissioner Chris Paige. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, Yes; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

9-1-1 DIRECTORS REPORT- Carter reported that the facility encountered a circuit failure at POS#7. Electrical sub-contractor replaced fuse in breaker. The automatic light sensor in the generator room experiencing intermittent problems. The door access and security server experienced third “crash”. All data and software was cleaned from the server and reinstalled. The smoke detector in room 133 became dislodged from its mounting in the ceiling. Repaired by electrical contractor. Door number 104A has been temporarily modified to allow it to be secured. Joint policy development continues by 9-1-1, NPSO, NPD, and NPOHS.

Work is in progress to produce project application and other required documentation for Capital Outlay funding. We have requested a proposal from Sun-Stream Inc. on HVAC/Electrical systems 24-hr Maintenance. ECATS Records Management System which is part of our new Vesta 9-1-1 Telephone System has been installed and is in operation. The District is participating and work is underway on a project led by NPSO and NPD to develop a work plan for the installation of monitors in the communications center aimed at assisting dispatch personnel with visual awareness in several areas. Details are incomplete but plans include being able to monitor weather, status and locations of units, CCTV feeds from various locations, and maps of the parish. Chairman Dove asked for a motion to accept the Directors report as presented. Motion by Commissioner Victor Jones, seconded by Commissioner John Wynn. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

BANK CARD ACCOUNT ACTIVITY REPORT- Chairman Dove asked for a motion to accept the Bank Card Account Activity Report as presented. Motion by Commissioner Larry Atteridge, seconded by Commissioner Victor Jones. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

2020 BUDGET DISCUSSION- There was some recommendations from some of the Commissioners for the 2020 Budget. A meeting of the Budget Committee will be held to finalize the 2020 Budget.

RESOLUTION NUMBER 20 OF 2019-A RESOLUTION ADOPTS A JOB DESCRIPTION FOR THE NATCHITOCHE PARISH COMMUNICATIONS DISTRICT 9-1-1 DIRECTOR. AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Dove asked for a motion to approve Resolution number 20 of 2019. Motion by Commissioner John Wynn, seconded by Commissioner Chris Paige. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

RESOLUTION NUMBER 21 OF 2019- A RESOLUTION AUTHORIZING EXTENSION OF A PROFESSIONAL SERVICE CONTRACT FOR 9-1-1 DIRECTOR, AND OTHERWISE PROVIDING WITH RESPECT THERETO: Chairman Dove asked for a motion to accept Resolution number 21 of 2019. Motion by Commissioner Jack McCain, seconded by Commissioner John Nicholas. Roll call vote recorded as follows: **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

NATCOM PROJECT UPDATE REPORT- Chairman Dove asked for a motion to accept the NATCOM Report as presented. Motion by Commissioner John Wynn, seconded by Commissioner Larry Atteridge. Roll call vote recorded as follows; **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

ADJOURN- Having no further Business to come before the Communications District Board of Commissioners. Chairman Dove called for a motion to adjourn until it's next scheduled meeting date. Motion by Commissioner John Wynn, seconded by Commissioner Victor Jones. Roll call

vote recorded as follows. **Larry Atteridge, YES; John Nicholas, YES; Micky Dove, YES; Mary Jones, YES; Victor Jones, YES; Jack McCain, YES; John Wynn, YES; Chris Paige, YES; Motion Passed**

MEETING ADJOURNED 2:55 p.m.