

## March 2021 Minutes

### Webster Parish Communications District

The Board of Commissioners of the Webster Parish Communications District met in regular session on Thursday, March 4 at 6:00 PM, at the office of Webster Parish Communications District at 303 Green St., Minden, Louisiana, 71055.

The meeting was called to order at 6:02 PM by Chairman Billy Dorsey.

- Roll Call
  - Present
    - Billy Dorsey
    - Chris McGarity
    - Hank Haynes
    - Ursula Hullaby via Zoom
  - Absent:
    - Ray Brown
    - Truvesta Johnson
    - Kip Mourad
- Invocation
  - Chris McGarity
- Guests
  - Angie Chapman Executive Director
  - Brian Williams Fire District 7, WPOHSEP
  
- Call for new items to be added to the Agenda- None
- Public Comments-None
- Approval of the Minutes – January 2021, February 2021
  - On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, the Minutes of the January 2021, and February 2021 meeting are approved as presented
- Old Business-None
- New Business-
  - Financial Statements-February 2021, March 2021- Copies of each month's reports including the 911 Budget vs Actual were presented by B. Dorsey and discussed by board.
    - On a motion made by H. Haynes, seconded by C. McGarity, the following resolution was unanimously approved: Resolved, the Financial Statements for February 2021, March 2021 accepted as presented.
  - Discuss Bills for Payments-
    - On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, bills paid as presented.
    - Health insurance for employees will increase 5.3% May 2021. General discussion was held and no changes needed to policy at this time.
    - QuickBooks renewal is due May 2021. General discussion was held regarding the different options available at this time.
      - On a motion made by C. McGarity, seconded by H. Haynes the following resolution was unanimously approved: Resolved, purchase the upgrade Quickbooks Desktop Pro 2021 for a one time cost of \$399 for 1 user.

- Quotes to add 1 IP based camera (video only) to the call center were discussed.
  - On a motion made by C. McGarity, seconded by H. Haynes the following resolution was unanimously approved: Resolved, accept quote for 1 IP based camera installation in the call center by Homeland Safety to add it to the existing system at a cost of \$921.83
- CAD Project Update was given by A. Chapman to include a tentative timeframe given by Davidson Media Company for CAD desktop version, user portals and beta testing.
- Webster Parish Police Jury Ordinance 984/Webster Parish Communications District SOP were discussed. This item is tabled until all documents can be compared for discrepancies.
- Communications Report was given by A. Chapman to include STATS for January & February 2021, recent map, and CAD updates, 2020 House and Senate Commerce Committee Report completion, and challenges faced by call center during winter storm week. National Public Safety Telecommunicator Week April 11-17, 2021 was discussed as well as some possible activities. All telecommunicators previously in training have been released and assigned to their shifts. 1 new telecommunicator expected to begin later this month. APCO manuals have been ordered to begin certification process for those lacking the certification.
- Tower replacement project was discussed by B. Williams to include that the new tower has been placed atop the courthouse and gave next steps for completion of the project.
- 911 Addressing/Administration Office project was discussed by B. Williams to include that the room was almost ready for 911 to begin demo and renovation.
- B. Williams provided several suggestions given to him after the last Webster Parish Fire Chief's Association regarding funding of the 911 center and other possible sources of revenue.
- At approximately 7:50 PM, On a motion made by C. McGarity and seconded by H. Haynes, the board went into executive session to discuss employee concerns.
- At approximately 7:10 PM, on a motion made by C. McGarity, and seconded by H. Haynes the board left executive session.

Announcements: Meetings for 2021: April 1, 2021, May 6, 2021, June 3, 2021, July 1, 2021, August 5, 2021, September 2, 2021, October 1, 2021, November 5, 2021, December 2, 2021

- On a motion by H. Haynes, seconded by C. McGarity, to adjourn.
  - Meeting Adjourned at approximately 7:12 PM