

July 7, 2022 Minutes

Webster Parish Communications District

The Board of Commissioners of the Webster Parish Communications District met in special session on Thursday, July 7, 2022, at 6:00 PM at the office of Webster Parish Communications District at 410 Main Street, Minden, Louisiana, 71055.

MEMBERS PRESENT: Billy Dorsey, Brian Williams, Chris McGarity, Hank Hayes, Grady Smith, Ray Brown,

MEMBERS ABSENT: Ursulla Hullaby

The meeting was called to order at 6:01 PM by Chairman Billy Dorsey.

The invocation was given by C. McGarity.

Guests: Angie Chapman-Executive Director 911, Cohen Stockman-Dispatch Supervisor Webster 911

Call for new items to be added to the agenda: No new items

Public Comments-None

On a motion made by C. McGarity, seconded by R. Brown, the following resolution was unanimously approved: Resolved, the minutes of the May 2022 meeting were approved as presented.

B. Williams discussed the possibility of using space at Fire District 7 as a back up call center. A general discussion was held regarding resources needed, and possible timelines.

B. Williams reported that no legal opinion has been received yet regarding the dispatch service fee for the fire departments and he will contact the parish attorney again regarding this matter.

On a motion made by B. Williams, seconded by C. McGarity the following resolution was unanimously approved: Resolved, approve financial statements including the 911 Budget to Actual report as presented.

On a motion made by R. Brown, seconded by G. Smith, the following resolution was unanimously approved: Resolved, approve invoices for payment as presented.

A Chapman reported the current progress for the 2021 including the request for extension, complications due to timeliness, and the reinstated statewide agreed upon procedures. A. Chapman requested that Webster 911 Communications district begin the transition to electronic storage of all documents for ease of submissions next year. After a general discussion, authorization to purchase a desk top scanner was given up to the amount of \$500 to begin the process.

On a motion made by C. McGarity, seconded by G. Smith, the following resolution was unanimously approved: Resolved, transfer \$150,000 from the general fund to the Money Market account.

On a motion made B. Williams, seconded by G. Smith, the following resolution was unanimously approved: Resolved, ratify the procurement of a Waller Petroleum fuel/fleet card.

On a motion made C. McGarity, seconded by G. Smith, the following resolution was unanimously approved: Resolved, enter a 5-year contract with the Webster Parish Police Jury to share the cost of fiber internet for the emergency call center and administrative office through a corporate endeavor agreement, or memorandum of understanding.

A general discussion was held regarding the need for a workshop involving representatives from Pafford EMS, Advanced EMS, Minden Medical Center, Springhill Medical Center, Webster Parish Sheriff's Office, Minden Police and Webster 911 to discuss ongoing concerns regarding EMS services. Authorization was given for B. Williams to organize the workshop.

On a motion made C. McGarity, seconded by B. Williams, the following resolution was unanimously approved: Resolved, Accept the lowest RFP response submitted by Ryan Public Safety Solutions for the NG911 Call Handling Solution for \$132,250.00.

On a motion made C. McGarity, seconded by R. Brown, the following resolution was unanimously approved: Resolved, Accept the lowest RFP response submitted by Red River IT Consulting, LLC for the Computer Aided Dispatching Solution for \$24,940.00

On a motion made B. Williams, seconded by G. Smith, following resolution was unanimously approved: Resolved, enter into a 5-year agreement with Government Capital to procure budgetary financing for NG911, CAD, radio improvements, equipment, and software upgrades in the amount of \$200,000.00 with interest rate of 3.951%.

C. Stockman and A. Chapman gave the Communications Report.

Employee concerns were discussed.

On a motion made C. McGarity, seconded by B. Williams, the following resolution was unanimously approved: Resolved, adopt the paid holiday schedule approved and published by Webster Parish Police Jury, beginning with the Labor Day holiday in 2022 and continuing with the approved schedule beginning in 2023.

On a motion made B. Williams, seconded by R. Brown, following resolution was unanimously approved: Resolved, Upgrade A. Chapman's Communications Center Supervisor certification to instructor and obtain APCO instructor certification for C. Stockman with upgrades for PST1, FSC, and CTO instructor after initial instructor certification is complete.

On a motion made B. Williams, seconded by H. Haynes, following resolution was unanimously approved: Resolved, create an additional permanent part time position for the emergency call center personnel, with certification available up to PST1.

Meetings for 2022: September 1, 2022, October 6, 2022, November 3, 2022

There being no further business, on a motion made by H. Haynes, seconded by B. Williams to adjourn, the meeting adjourned at approximately 8:02 PM.