

PUBLIC HEARING was opened to hear comments on the January -December 2023 Budget for Webster Parish Communications District was opened at 6:02 PM. There were no public comments. The Public Hearing was closed at 6:02 PM.

The Board of Commissioners of the Webster Parish Communications District met in regular session on Thursday, November 3, at 6:00 PM at the office of Webster Parish Communications District at 410 Main Street, Minden, Louisiana, 71055.

MEMBERS PRESENT: Brian Williams, Chris McGarity, Hank Haynes, Ray Brown,
MEMBERS ABSENT: Grady Smith, Ursula Hullaby

The meeting was called to order at 6:02 PM by Vice-Chairman Brian Williams.

The invocation was given by C. McGarity.

Guests: Angie Chapman-Executive Director 911, Cohen Stockman-Supervisor 911, Blake Taylor-Pafford EMS

Call for new items to be added to the agenda: On a motion by R. Brown, Seconded by H. Haynes the following resolution was unanimously approved: Resolved, add Networking Solutions estimate to the agenda.

Public Comments on Agenda-None

On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, the minutes of the October meeting were approved as presented.

Director Chapman gave an update on the capital outlay to include invoices and disbursements from the Government Capital escrow account.

On a motion made by H. Haynes, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, approve the financial statements as presented to include the Budget vs Actual report, September and October Income/Expense reports, Account Balance Reports.

On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, approve the invoices for payment as presented.

On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, approve the closure of the Safety Deposit Box and B-1 Bank and destroy the outdated contents that were inside the box.

On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, add Pro-Tint in Minden and Superior Graphics in Haughton to the approved vendor list and request bids for tinting the windows in the call center for the amount of \$1000.00 (one thousand dollars) or less with Superior Graphics being the preferred provider if under \$1000.00 (one thousand dollars).

On a motion made by H. Haynes, seconded by R. Brown, the following resolution was unanimously approved: Resolved, approve the updated policies for Webster Parish Communications District for Contracting, PTO Donation,

Private Drive Signage, Account Reconciliation, Capital Assets, Receipts & Collections, Sexual Harassment, Organizational Filing System & Retention Period, Budgeting, Vehicle Usage & Maintenance Schedule, Payroll/Personnel, Administration-Organization, and Administration-By Laws as presented.

On a motion made by H. Haynes, seconded by C. McGarity, the following resolution was unanimously approved: Resolved, submit prospective new board member Laura Perryman to the Webster Parish Police Jury for approval and appointment to the Webster Parish Communications District board of commissioners for a term beginning January 1, 2023.

On a motion made by C. McGarity, seconded by R. Brown, the following resolution was unanimously approved: Resolved, authorize NENA (National Emergency Number Association) membership for the director and supervisor at a cost of \$284 annually.

The resolution for the transition to the ESInet Call Delivery system was presented and discussed. On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, adopt resolution for the transition to ESInet Call Delivery System.

On a motion made by C. McGarity, seconded by H. Haynes, the following resolution was unanimously approved: Resolved, adopt the updated Webster Parish Communications District Personnel Manual effective January 1, 2023.

Employee concerns were discussed.

Meetings for 2023: January 5, 2023, March 2, 2023, May 4, 2023, July 6, 2023, September 7, 2023, October 5, 2023, November 2, 2023

There being no further business, on a motion made by H. Haynes, seconded by R. Brown to adjourn, the meeting adjourned at approximately 7:01 PM.