

October 9, 2023, Minutes

The Bossier Parish Communications District One Board in regular and legal session convened on October 9, 2023, at 5:30 pm at the Bossier Parish Communications District One Board room, located at 4601 Palmetto Road Benton, Louisiana.

Mr. McAnn opened in prayer.

Chairman Varnell called the meeting to order.

Mrs. Durbin called the roll with members present as follows:
Chairman Varnell, Mr. Ward, Mr. Holley, and Mr. Robertson

Absent: Mr. Rogers, Mr. Jordan, and Mr. Marshall

Chairman Varnell introduced the August 21, 2023, meeting minutes for approval. The motion was made by Mr. Ward, seconded by Mr. Holley, to dispense with the reading and approve the minutes as presented with a minor grammar correction in the fourth line of the director's report. Upon unanimous vote, the motion carried.

Mr. McAnn presented the Board with financial reports reflecting year-to-date balances and up-to-date income and expense reports for review. Mr. Ward made a motion seconded by Mr. Holley to approve the financial report. Upon unanimous vote, the motion carried.

Director Report:

Mr. McAnn informed the board that after 28 years of service, Communications Officer Darla McDonlad would be retiring with her last day on duty, October 13, 2023. He also informed the board that Mrs. Fielding had resigned to pursue other interests. Mr. McAnn stated two candidates are in training, and he is hopeful they will be ready to transition into full-time status by the first of the year. Mr. McAnn briefed the Board that the proposed 2024 budget will be presented at our November meeting, and a public hearing scheduled for the December Board meeting for public comment and budget approval. Mr. McAnn said the staff parking cover was still on hold but should be completed before winter. Mr. McAnn informed the board that the District hosted the North Louisiana 911 Directors meeting on 9/21/2023. The meeting was very beneficial and well attended. Mr. McAnn stated that he would attend the State APCO/ NENA meeting on October 12, 2023, in Manderville. Mr. McAnn informed the board of an upcoming meeting he had scheduled with AT&T to discuss ongoing account issues. Mr. McAnn reminded

the Board Members to complete the annual required ethics and sexual harassment training by December 31st. Mr. McAnn informed the board of a lightning strike on the North Bossier tower that damaged the point-to-point microwave link. Shreveport Communications will replace the microwave link on October 12, 2023; this will be an early start to the radio infrastructure upgrade. Mr. Ward suggested an independent grounding study for the older tower sites. Mr. McAnn also spoke with Shreveport Communications regarding the radio console upgrade. Shreveport Communications is currently building the radio console racks and configuring the software. The only pieces they are still waiting on are several radios before they can begin installation.

In closing, Mr. McAnn updated the board on the AT&T Call Handling Equipment (VIPER) lease, which will expire on September 1, 2024. Mr. McAnn briefed that the administrative staff met with ATT on September 22nd to begin the process of requesting quotes for updated leased equipment.

Old:

None.

New:

None.

With no further business to come before the Board, a motion was made to adjourn the meeting by Mr. Ward, seconded by Mr. Holley. Upon unanimous vote, the motion carried.

Charles Varnell
Chairman

Andy Holley
Secretary