

July 15th, 2024,

The Bossier Parish Communications District One Board in a special and legal session convened on July 15, 2024, at 5:30 pm at the Bossier Parish Communications District One Board room at 4601 Palmetto Road in Benton, Louisiana.

Chairman Varnell called the meeting to order.

Mr. McAnn opened with prayer.

Mrs. Durbin called the roll with members present as follows:

Chairman Varnell, Mr. Holley, Mr. Rogers, Mr. Jordan and Mr. Allen.

Absent: Mr. Ward and Mr. Robertson

Chairman Varnell introduced the meeting minutes of May 13, 2024, for approval. Mr. Rogers made a motion, seconded by Mr. Holley, to dispense with the reading and approve the minutes as presented. Upon a 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. Mr. Allen 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 Mrs. Nail had officially retired on June 14, 2024. Our new Communication Officer, ShaRhondalyn Aderson, began employment on June 15, 2024, and is progressing quite well through training. Mr. McAnn briefed that Mrs. Case with Cook and Moreheart will present the close-out audit report at our August 12th board meeting. The district had no audit findings for 2023. Mr. McAnn stated that Mrs. Durbin had attended a records retention course and that the district had submitted our renewal record retention policy to the LA Secretary of State for approval. Mr. McAnn stated a new funding tracking application was now being used to assist in tracking surcharge fees received by the district. Mr. McAnn informed the board that the employer contribution to the La PERS retirement plan would decrease to 11.00% for the 2025 year. He also stated that two employees had completed their FCC Amateur Technician Radio licenses and that Communication Officer Jen Kruithof has been appointed to the National APCO Health and Wellness Committee. Mr. McAnn informed the board that he and Mr. Dean would travel to the state APCO/NENA and 911 Directors meeting on July 18th. One topic to be discussed was finalizing and selecting a consultant for the statewide ESINet project. Mr. McAnn briefed the board that an in-service for staff will be held on July 30th and that a new mentor program for new employees was started on June 1, 2024. Mr. McAnn also stated the district would offer yearly emotional wellness checkups to communication officers starting in

August. The board was informed a new 457 area code would become active in north Louisiana in 2025. Mr. McAnn stated that the district provided technical and operational support for the July 4th South Bossier Freedom Feast again this year. Finally, Mr. McAnn reported that the GIS server and carport projects were completed, the radio consoles were beginning to be installed, and he was working on a proposal to update the board room.

Old:

Mr. McAnn provided the board with a summary of proposals from several local banking institutions. After discussion, Mr. Jordan made a motion, seconded by Mr. Allen, to approve the district to transition to Bonvenu Bank. Upon a unanimous vote, the motion carried.

New:

Mr. McAnn briefed the board on the status of the district's ATT call handling equipment lease. Mr. McAnn and the staff have been working with ATT for an extended amount of time to secure pricing and options for the district's lease renewal. The district is still waiting for a detailed renewal quote and pricing explanation. Our current lease is set to expire on August 31, 2024, at 11:59 p.m. Mr. McAnn presented a six-month lease extension for the amount of \$70,595.46 and a twelve-month lease extension of \$132,790.32. After discussion, Mr. Rogers made a motion, seconded by Mr. Allen, for Mr McAnn to have the authority to execute a six-month extension of the district's ATT call handling equipment lease. Upon unanimous vote, the motion carried.

With no further business to come before the Board, Mr. Rogers moved to adjourn the meeting, seconded by Mr. Allen. Upon a unanimous vote, the motion carried.

Minutes are subject to approval at the next board meeting.

Charles Varnell

Chairman

Andy Holley

Secretary