

## **March 11, 2024,**

The Bossier Parish Communications District One Board in regular and legal session convened on March 11, 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.

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

Chairman Varnell, Mr. Holley, Mr. Rogers, and Mr. Robertson.

Absent: Mr. Ward and Mr. Jordan

Guest: Mr. Mel Allen

Chairman Varnell introduced the meeting minutes of February 12, 2024, for approval. Mr. Rogers made a motion, seconded by Mr. Robertson, 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. Holley made a motion, seconded by Mr. Rogers, to approve the financial report. Upon unanimous vote, the motion carried.

### **Director Report:**

Mr. McAnn informed the board that our audit prep packet and requested information had been submitted to Cook and Morehart for our 2023 audit. Mr. McAnn briefed the board on several changes that were made to the district's insurance policy during the 2024 renewal process. These changes were made based on recommendations by Mr. Rogers, who assisted in the policy review. Mr. McAnn updated the board on the national wireless outages that occurred on February 22, 2024, and the local impact that occurred. Mr. McAnn informed the board of maintenance and testing completed on the office's standby generators. Mr. McAnn then discussed the upcoming State and National APCO Conferences and asked if board members to notify him if they would like to attend. The state symposium will be held in Bossier City, LA, from April 29 - May 1, 2024, and the APCO National Conference will be held in Orlando, Florida, from August 4-7, 2024. Mr. McAnn briefed the board that National Telecommunicator Week will be April 14-19, 2024. Mr. McAnn updated the board on current projects. Shreveport Communications has been working on pulling cables, completing grounding, and preparing to install antennas for the new consoles. Mr. McAnn informed the board that Mr. Benson should begin work on the staff parking covers shortly. Lastly, Mr. McAnn briefed the board on several upcoming meetings he would be attending.

**Old:** None

**New:**

Mr. McAnn informed the board of the need to replace the GIS servers. The current servers are seven years old and are becoming obsolete. Mr. McAnn presented a quote of \$40,401.00 for the complete upgrade cost. This included two servers, a rack-mounted workstation, a monitor switch, an updated laptop, software, and engineering services from ESRI. Most of the hardware will be procured on state contract. Mr. Rogers made a motion, seconded by Mr. Holley, to approve the GIS server upgrade. Upon unanimous vote, the motion carried.

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

Minutes are subject to approval at the next board meeting.

Charles Varnell

Chairman

Andy Holley

Secretary