

PUBLIC NOTICE

Jackson Parish Communication District E-911

Minutes: November 17, 2021

Board Members Roll Call: Present:

Jeff Carpenter, Chief Brandon Brown, Sheriff Andy Brown,
Sharon Satcher, David Brown

Absent: Fred Tolar, Chief James Harris

Director present: Glen McBride

Administrative assistant present: Billy Moore

Visitor: Donovan Shultz

1. CALL TO ORDER.

Chairman Sheriff Andy Brown called meeting to order. Invocation given by Sheriff Brown. Pledge led by Chief Brandon Brown. Roll call of members by Sheriff Brown.

2. READING AND APPROVAL OF PRIOR MEETING MINUTES.

Motion by Chief Brandon Brown, seconded by Jeff Carpenter, and carried 5-0 to approve the minutes for the September 22, 2021 regular board meeting.

3. TREASURER'S REPORT AND APPROVAL OF BILLS.

Glen McBride, 911 Director, gave the financial reports for October 31, 2021. Motion by Jeff Carpenter, seconded by David Brown, and carried 5-0 to approve the Treasurer's report for October 31, 2021, and to approve the September and October, 2021 payments. The cash balance of the District on October 31, 2021 is \$267,809.95 at Sabine State Bank, and the Certificate of Deposits were \$449,830.89 at Peoples Bank of Chatham.

4. REPORT OF COMMITTEES.

No reports.

5. COMMENTS –PRESENTATIONS BY OTHER AGENCIES OR PUBLIC BODIES.

No reports.

6. UNFINISHED BUSINESS

- A. Discuss install of new 911 equipment. Director discussed that the new equipment is operational in new Sheriff Office location. No action by Board. No public comment.
- B. Discuss new 911 vehicle. Director discussed that new vehicle is estimated to be at vendor by third week in December. No public comment. No action by Board.

7. NEW BUSINESS

- A. Discuss approval of official journal. Director discussed the possibility of having official board minutes published in Ruston Daily Leader and not publishing in Jackson Parish Times. Discussion on pros and cons of moving to Ruston Daily Leader. Motion by Chief Brandon Brown, second by David Brown, and carried 5-0 to continue publishing minutes in Jackson Parish Times. No public comment.
- B. Discuss election of officers. Motion by Chief Brandon Brown, second by Jeff Carpenter, and carried 5-0 to elect Sheriff Andy Brown-Chairman, Sharon Satcher-Secretary, and Fred Tolar-Chairman. No public comment.

- C. Discuss 2021 amended budget and proposed 2022 budget. Director discussed reason why the 2021 District budget needed to be amended and passed out the amended budget for review by Board members. Motion by David Brown, second by Chief Brandon Brown, and carried 5-0 to approve the 2021 amended budget for the district. The Director discussed the proposed 2022 budget. Motion by Jeff Carpenter, second by Chief Brandon Brown, and carried 5-0 to approve the 2022 district budget. No public comment.
- D. Discuss director contract and admin assistant salary. Director passed out director contract for 2022. Director stated that salary for Director and admin assistant was fair and no increase in salary is requested. Motion by Chief Brandon Brown, second by Jeff Carpenter, and carried 5-0 to approve Director contract and salary amounts. No public comment.
- E. Discuss approval of fiscal agent. Director discussed that Sabine State Bank was current fiscal agent and recommended remaining with Sabine State Bank. Motion by Sharon Satcher, second by Jeff Carpenter, and carried 5-0 naming Sabine Bank as district fiscal agent for 2022. No public comment.
- F. Discuss 2022 insurance. Director discussed that the district would receive an invoice in January to renew district insurance. No action by Board. No public comment.
- G. Discuss office relocation. Director discussed moving current office to a larger room in the current building. Director discussed there may be costs related to moving to larger room. Sheriff Brown discussed conversations he had about what would be done if later on the district had to vacate from the current site. Motion by Jeff Carpenter, second by David Brown, and carried 5-0 approving Moving director office to larger room in current building. No public comment.

8. OTHER BUSINESS.

- A. Board member comments. There were no comments.

9. NEXT MEETING: Noon Wednesday January 26, 2022

Future meeting Dates:

March 23, 2022

May 25, 2022

July 27, 2022

September 28, 2022

November 16, 2022

10. ADJOURN.

Motion by Chief Harris, seconded by Jeff Carpenter, and carried 5-0 to adjourn.

Sheriff Andy Brown
Chairman

Sharon Satcher
Secretary

Copies to:

President, Jackson Parish Police Jury

Jackson Parish Times

Board Members