

PUBLIC NOTICE

Jackson Parish Communication District E-911

Minutes: November 16, 2022

Board Members Roll Call: Present: Jeff Carpenter

Chief Brandon Brown, David E. Brown, Fred Tolar, Sharon Satcher

Absent: Chief James Harris, Sheriff Andy Brown

Present: Director Glen McBride, Administrative Assistant Billy Moore

Visitors: Donovan Shultz, Aaron Blalock, Israel Smith

1. CALL TO ORDER.

Board Member Chief Brandon Brown conducted meeting. He called meeting to order at 12:23. Invocation given by David Brown. Pledge led by Fred Tolar. Roll call of board members all present except Board members Chief James Harris and Sheriff Andy Brown.

2. READING AND APPROVAL OF PRIOR MEETING MINUTES.

Motion by Jeff Carpenter, seconded by David Brown, and carried 5-0 approving the minutes for the September 28, 2022 regular board meeting.

3. TREASURER'S REPORT AND APPROVAL OF BILLS.

Director Glen McBride gave the financial reports for October 31, 2022.

Motion by Sharon Satcher, seconded by Fred Tolar, and carried 5-0 approving the Treasurer's report for October 31, 2022, and to approve the September and October, 2022 payments. The cash balance of the District on October 31, 2022 is \$308,931.25 at Sabine State Bank, and the Certificate of Deposits were \$460,000.00 at Hodge Bank & Trust. The Director discussed the placing of CD's were done with the local financial institution that offered the highest rates and used pledged securities.

4. REPORT OF COMMITTEES.

No reports.

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

No reports.

6. UNFINISHED BUSINESS

- A. Discuss status of settlement with Central State. The Director discussed the ongoing issue with the 911 equipment vendor Central State. He discussed that Attorney Darrell Avery had reviewed the agreement and offered comments on settling the dispute. No action by Board.

7. NEW BUSINESS

- A. Discuss approval of official journal. Motion by Jeff Carpenter, second by David Brown, and carried 5-0 approving the Ruston Daily Leader as the official journal for the remainder of 2022 and for the year 2023.
- B. Discuss election of new officers. Motion by Chief Brandon Brown, second by David Brown, and carried 5-0 electing the following District officers: Sheriff Andy Brown to serve as Chairman, Sharon Satcher as Secretary, and Fred Tolar to serve as Treasurer for the year 2023.

- C. Discuss 2022 amended budget and the proposed 2023 budget. Director McBride passed out a financial statement comparing the projected income statement for 2022 compared to the 2022 budget. Director discussed no need to amend 2022 budget based on projected income statement. No action by Board to amend 2022 budget. Director discussed proposed 2023 budget. Motion by Sharon Satcher, second by Fred Tolar, and carried 5-0 approving the 2023 budget.
- D. Discuss director contract and admin assistant salary. Director McBride went over his contract for 2023. He stated his salary was adequate and did not ask it be increased. His salary remains at \$2000/monthly. The Director discussed the admin assistant salary and asked that salary be increased to \$1800/month as the admin assistant job duties have increased. Motion by Jeff Carpenter, second by Sharon Satcher, and carried 5-0 increasing admin assistant salary to \$1800/month.
- E. Discuss approval of fiscal agent. Motion by Sharon Satcher, second Fred Tolar, and carried 5-0 to continue using Sabine State Bank as District fiscal agent.
- F. Discuss 2023 insurance. Director McBride discussed that 2023 invoice for District insurance will be coming in January. No action by Board.
- G. Discuss 911 future projects. Director McBride discussed possible projects that the district may provide funds for. He stated that two public safety entities had indicated the need for financial assistance for yard signs. No action by Board.
- H. Discuss 911 possible transfer of duties. Director McBride discussed his thoughts on the transfer of Communication District duties to Jackson Parish Sheriff Office. He passed out a letter for discussing what action would be necessary for that to happen. There were questions from Board members about the possible transfer. He stated that he would continue researching what would need to be done and would have more information at the next board meeting in January, 2023. No action by Board.
- I. Discuss office excel program problem. Director discussed that there were problems with the office excel problem, and that someone would need to be hired to correct the problem. Motion by Sharon Satcher, second by Jeff Carpenter, and carried 5-0 authorizing Director to hire person to fix problem.
- J. Discuss Louisiana ethics requirement for 2022. Director commented that the state ethics questionnaire would need to be completed before end of year. No action by Board.

8. OTHER BUSINESS.

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

9. NEXT MEETING: Noon Wednesday January 25, 2023.

Future meeting dates:

March 22, 2023

May 24, 2023

July 26, 2023

September 27, 2023

November 15, 2023

10. ADJOURN.

Motion by Fred Tolar, second by David Brown, and carried 5-0 to adjourn.

Chief Brandon Brown
Board Member

Sharon Satcher
Secretary

Copies to:

President, Jackson Parish Police Jury
Jackson Parish Times
Board Members