

EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT

BOARD OF COMMISSIONERS

Meeting Minutes

September 18, 2024 – 2:00 p.m. CDT

East Baton Rouge Sheriff's Office
8900 Jimmy Wedell Drive, Building B
Baton Rouge, LA 70807



The East Baton Rouge Parish Communications District Board of Commissioners met at the East Baton Rouge Parish Sheriff's Office on the 18th day of September 2024 for a duly noticed regular public meeting.

The public meeting was called to order by Chairman Gautreaux.

Commissioner Waites gave the Invocation.

Commissioner Designate Glover led the Pledge of Allegiance.

The Chairman called roll:

Present: Chairman Sid Gautreaux, Commissioner Darnell Waites, Commissioner Designate Derek Glover (by Commissioner Wade Evans), Commissioner David McDavid, Commissioner Michael Kimble, Commissioner Myron Daniels, and Commissioner Michael Denicola

The Chairman found that a quorum existed.

Others Present Included The Following:

Director Jim Verlander, Legal Counsel Henry Olinde, Scott Lazarone CPA, Brenda Welch (EBRPCD), Todd Campbell (EBRPCD), David Luker (EBRSO), Vaughan Bourgeois (Motorola), Chief Gerry Tarleton (St. George FPD), Tammy Armand (CP), Michelle Bland (NGA911), Larry Powenski,

APPROVAL OF MINUTES:

Commissioner Waites moved to approve the minutes of the August 21, 2024 meeting. Commissioner Denicola seconded that motion. The motion unanimously passed.

OLD BUSINESS:

Financial Report

The financial report was presented by Scott Lazarone, CPA.

The presented financials are through July 31, 2024.

Cash was \$12 million and Accounts receivable of \$563,000. Total assets were \$13.4 million. Expenses are at or below the watermark. Accounts payable are approximately \$400,000. The total fund balance is approximately \$13 million, which includes prepaid assets and capital projects. Unassigned fund balance is approximately \$9 million.

The budget watermark for July 31, 2024 is 58%. Revenues of \$4.65 million are approximately 3%-4% ahead of this watermark. Interest income was \$300,000, which is more than 130% of budgeted interest. Salary expenses are at 41% of budget due to unfilled positions. Supply expenses are only 6% of budget because furniture has not yet been ordered. Total expenditures are at 44% of budget. The total change in fund balance was a positive \$400,000. Some of this positive change is due to timing that will catch up by year's end.

Mr. Lazarone advised the Board that he plans to present a draft of the 2025 budget at the October board meeting.

Commissioner McDavid moved to approve the financial report. Commissioner Denicola seconded the motion. The motion unanimously passed.

North Tower Project

Todd Campbell reported on this item.

The Tower team met with the installation contractor two weeks ago, and there will be a site visit tomorrow. All involved parties are working on obtaining the necessary permits for tower installation and may need the help of some of the Board members with this process.

CAD Update

Joe Thompson reported on this.

CAD operations are going well. District staff and CAD Admin staff are working together with Central Square on updates and are presently very satisfied with Central Square's performance. The staff is also working on cleaning up CAD data and is making progress on that front.

911 Upgrade

Joe Thompson reported on this.

Staff is still working with NGA911 on this project. Commissioner Kimble asked about progress on the project. Director Verlander advised that NGA911 has not yet "cutover" EMS. There have been incidents and occurrences that have prevented this. The staff is waiting for a 30-60 period of stability before allowing the cutover of EMS.

NEW BUSINESS

Recent Developments

Jim Verlander reported that the Parish had a near miss with Hurricane Francine. The district was ready for the hurricane and had staged equipment and personnel in anticipation of it. Commissioner Kimble acknowledged the partnership between the Communications District staff and the parish's emergency service agencies, noting the CAD and staffing resources on-site during this emergency activation were very appreciated.

Administrative Matters

Director Verlander reported on the operations of the District. All is moving along well. He is filling the newly created positions, and still needs to hire a records clerk. Director Verlander introduced the new administrative assistant, Vickie, to the Board.

Legal Updates

Henry Olinde discussed the tower permitting issues.

Adjournment

Commissioner Waites moved that the meeting be adjourned. Commissioner Kimble seconded that motion. The motion unanimously passed.