

AGENDA
ST. MARY PARISH 911 COMMUNICATIONS DISTRICT
1200 David Dr. Building B
Morgan City, LA 70380
Thursday, April 24, 2025
1:00 P.M.

1. Meeting Called to Order
2. Roll Call
3. Public Comment
4. Minutes: February 2025
5. Income Statement: February 2025
6. Expense Statement: February 2025
7. Income Statement: March 2025
8. Expense Statement: March 2025
9. Old Business: None
10. New Business: None
11. Director Updates
12. General Discussion
13. Motion and vote to go into Executive Session for the purpose of discussing the interview committee's recommendations regarding the possible appointment/hiring of a new assistant director.
14. Executive Session
15. Open session:
Decision regarding the appointment/hiring of an Assistant Director.
16. Adjournment
 - *All matters discussed during the executive session are confidential and not to be reported or discussed with anyone not in attendance.*

ST. MARY PARISH 9-1-1 COMMUNICATIONS DISTRICT
Regular Board Meeting
1200 David Drive, Building B
Morgan City, LA 70380

April 24, 2025
1:00 P.M.

Chairman, Mr. Ed Smith opened the April 24, 2025, regular meeting with the roll call. Mr. Ed Smith, Mr. Matt Mayon, Mr. Duval Arthur, III, Mr. Jimmy Broussard, Mr. Garrett Grogan, Mr. Justin Martin, and Mr. Scott Verret were in attendance.

Public Comment: none

Mr. Broussard made a motion to dispense with the reading of and to accept the February 27, 2025, minutes. Mr. Grogan seconded the motion. All members were in favor and the motion carried.

There was no meeting in March due to the lack of a quorum.

The income statement for February 2025 was \$84,621.00. Mr. Mayon made a motion to accept the income statement. Mr. Grogan seconded the motion. All members were in favor and the motion carried.

The expense statement for February 2025 was \$79,854.41. Mr. Mayon made a motion to accept the expense statement. Mr. Martin seconded the motion. All members were in favor and the motion carried.

A budget vs actual comparison was provided to the board for review.

The income statement for March 2025 was \$73,556.98. Mr. Mayon made a motion to accept the income statement. Mr. Arthur seconded the motion. All members were in favor and the motion carried.

The expense statement for March 2025 was \$66,645.85. Mr. Mayon made a motion to accept the expense statement. Mr. Grogan seconded the motion. All members were in favor and the motion carried.

A budget vs actual comparison was provided to the board for review.

Old Business: None

New Business: None

Director Updates:

- ◆ Ms. Randle advised that she attended the APCO/NENA Symposium in Lake Charles this month.
- ◆ The 911 vehicle was taken to AJ Dohman to be serviced. Parts needed to make minor repairs were not available. The parts were ordered, and the vehicle will be serviced when they come in. It will cost approximately \$1,800. Other recommended maintenance (tune-up, spark plugs, flushing fluids, etc.) would cost an additional \$2,797.

- ◆ A copy of the 2025 Fire Association Agreement along with invoices were also provided to Mr. Martin. Invoices were also emailed to each department chief.
- ◆ The fire radio maintenance agreement was received and signed last month. The invoice was received this morning. Funds were moved from the Fire Association's LAMP account to cover the cost.
- ◆ We have not received the VFIS insurance quotes yet.
- ◆ The **LWIN project** is moving along as scheduled.
- ◆ Telecommunicators Week was April 13-19, 2025. Ms. Randle encouraged members to check out the Facebook page to see some of the activities employees enjoyed.
- ◆ Ms. Randle reminded members to complete their ethics, sexual harassment and cybersecurity training courses for 2025.
- ◆ Members received board information packets.

General Discussion: None

Executive Session: Mr. Mayon made a motion to go into an executive session for the purpose of discussing the interview committee's recommendations regarding the possible appointment/hiring of a new assistant director. Mr. Arthur seconded the motion. All members were in favor and the motion carried.

Open Session: Mr. Smith called the meeting back to order at 1:55 p.m. Mr. Grogan made a motion to accept the committee's recommendation to appoint Ms. Nicole Calloway as the new assistant director beginning with the next pay period on May 4th, 2025, with a starting annual salary of \$65,000. Mr. Arthur seconded the motion. All members were in favor. Mr. Smith requested a vote. The motion was passed by the following roll call vote on the 24th day of April 2025.

SIX (6) AYES: Mr. Matt Mayon, Mr. Duval Arthur, III, Mr. Jimmy Broussard, Mr. Garrett Grogan, Mr. Justin Martin, and Mr. Scott Verret

ZERO (0) NAYS

ZERO (0) ABSTAIN

ZERO (0) ABSENT

Adjournment: Mr. Grogan made a motion to adjourn the meeting. Mr. Broussard seconded the motion. All members were in favor and the motion carried.

Approved: _____
Mr. Ed Smith, Chairman

Attest: _____
Martha Randle, Director