

**AGENDA**  
**ST. MARY PARISH 911 COMMUNICATIONS DISTRICT**  
**1200 David Dr. Building B**  
**Morgan City, LA 70380**  
**Thursday, February 27, 2025**  
**1:00 P.M.**

1. Meeting Called to Order
2. Roll Call
3. Public Comment
4. Special Presentation
5. Minutes: December 26, 2024 (Regular Meeting) \*
6. Minutes: January 16, 2025 (Special Meeting) \*
7. Income Statement: December 2024\*
8. Expense Statement: December 2024\*
9. Income Statement: January 2025
10. Expense Statement: January 2025
11. Old Business: None
12. New Business:  
Engagement letter with Kolder, Slaven & Co. LLC for the 2024 Audit;  
LAMP account setup for the Fire Association; Process for selecting a new  
Assistant Director
13. Director Updates
14. General Discussion
15. Executive Session:  
Motion and vote to go into Executive Session for the purpose of additional  
discussions regarding the salary of the newly appointed District Director.
16. Open session:  
Decision regarding the salary of the new director.
17. 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**  
**February 27, 2025**  
**1:00 P.M.**

Chairman, Mr. Ed Smith opened the February 27, 2025, regular meeting with the roll call. Mr. Ed Smith, Mr. Duval Arthur, III, Mr. Jimmy Broussard, Mr. Garrett Grogan, Mr. Justin Martin, and Mr. Scott Verret were in attendance. Mr. Matt Mayon did not attend.

**Guest: Ms. Charlette Angeron**

**Public Comment:** none

**Special Presentation:** On behalf of 911 board members and 911 staff, Mr. Smith presented a plaque of appreciation to Mrs. Angeron for 25 ½ years of loyal dedicated service to the District. A second plaque with the same inscription will be displayed in the boardroom.

Mr. Verret made a motion to dispense with the reading of and to accept the December 2024 minutes. Mr. Grogan seconded the motion. All members were in favor and the motion carried.

Mr. Verret made a motion to dispense with the reading of and to accept the minutes from the January 16<sup>th</sup>, 2025, special meeting. Mr. Grogan seconded the motion. All members were in favor and the motion carried.

The January 23, 2025, regular meeting was cancelled due to Snowstorm Enzo.

**The income statement** for December 2024 was \$61,436.04. Mr. Verret 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 December 2024 was \$137,580.97. Mr. Martin made a motion to accept the expense statement. Mr. Verret 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 January 2025 was \$92,581.65. Mr. Grogan made a motion to accept the income statement. Mr. Verret seconded the motion. All members were in favor and the motion carried.

**The expense statement** for January 2025 was \$140,242.74. Mr. Arthur made a motion to accept the expense statement. Mr. Broussard 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:**

**Engagement letter with Kolder, Slaven & Co. LLC for the 2024 Audit:** The engagement letter for the 2024 audit was provided for review. Mr. Grogan made a motion to accept the engagement letter for the 2024 audit. Mr. Broussard seconded the motion. All members were in favor and the motion carried.

**Fire Association LAMP Account:** Mr. Grogan made a motion to get a LAMP Account set up for the Fire Association using funds from their existing MC Bank account, leaving a minimal balance

in the MC Bank account to keep it open without incurring fees. Mr. Arthur seconded the motion. All members were in favor and the motion carried.

**Selecting a new Assistant Director:** After some discussion, Mr. Grogan made a motion to select a committee consisting of Mr. Verret, Mr. Martin, and Mr. Arthur to conduct interviews after the position has been posted for 30 days. An ad listing qualifications for the position will be run in the official journal, the company's Facebook Page, and Louisiana Workforce Commission. April 4<sup>th</sup> will be the deadline for accepting applications. Interviews will be scheduled thereafter. The committee will then make a recommendation for the assistant director's position to be voted on by the full board at the meeting in April. Mr. Broussard seconded the motion. All members were in favor and the motion carried.

**Director Updates:**

- Ms. Randle advised that she is putting a board information packet together, it will be ready at the next meeting.
- She has been added to all company accounts.
- Four employees stayed at the center during Snowstorm Enzo.
- One new employee was hired.
- The vehicle inspection on the 9-1-1 unit was renewed.
- The legislative auditors' survey has been completed. Completion of the survey is one of the requirements for receiving pre-paid.
- The communications portion of the PIAL questionnaire was completed for the Franklin Fire Department and Bayou Vista Fire Department.
- The fire association agreement will be prepared and given to Mr. Martin next month to be available at their next meeting.
- Keith Davidson, VFIS insurance agent, came to gather information needed to work up insurance quotes. The policy renews in June.
- Blaine Kelly with AT&T sent an email requesting information required to move to the next stage of the LWIN project. The project was approved by the board in May last year.
- Ms. Randle thanked members who have already completed required training (sexual harassment, ethics, and cyber security).
- Ms. Randle attended the Gulf Coast Social Services meeting at the OEP building earlier this week
- She sat in on a webinar presented by Motorola - Rave Command View (RCV) earlier this month. It is used to enhance school safety.

**General Discussion:** Mr. Smith advised that he received an email from Parish council member, Mr. J Ina requesting information such as minutes of meetings, upcoming projects, etc. from all parish boards.

**Executive Session:** Mr. Arthur made a motion to go into an executive session to discuss the salary of the new director. Mr. Broussard seconded the motion. All members were in favor and the motion carried.

**Open Session:** Mr. Smith called the meeting back to order at 2:19 p.m. Mr. Grogan made a motion to accept the agreed upon salary of \$78,800 for the new director. Mr. Broussard 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 27<sup>th</sup> day of February 2025.

FIVE (5) AYES: Mr. Jimmy Broussard, Mr. Duval Arthur, III, Mr. Garrett Grogan, Mr. Justin Martin, and Mr. Scott Verret

ZERO (0) NAYS

ZERO (0) ABSTAIN

ONE (1) ABSENT: Mr. Matt Mayon

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

Approved: \_\_\_\_\_  
Mr. Ed Smith, Chairman

Attest: \_\_\_\_\_  
Martha Randle, Director