

EAST BATON ROUGE PARISH COMMUNICATIONS DISTRICT

BOARD OF COMMISSIONERS

Meeting Minutes

AUGUST 17, 2022 – 2:00 p.m. CST

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

The East Baton Rouge Communications District Board of Commissioners met at the East Baton Rouge Parish Sheriff's Office on the 17th day of August 2022 for a duly noticed regular meeting.

The meeting was called to order by Chairman Gautreaux.

Mayor Waites gave the Invocation.

Chief M. Kimble led the Pledge of Allegiance.

The Chairman called roll:

Present: Chairman Sid Gautreaux, Mayor David Barrow, Chief Michael Kimble, Mayor Darnell Waites, Interim EMS Director Michael Denicola, Deputy Chief Myron Daniels and Mayor David Amrhein

Absent: None

The Chairman found that a quorum existed.

Others Present at Meeting Included The Following:

Director Jim Verlander, Part-time Assistant Director Todd Campbell, Legal Counsel Henry Olinde, Scott Lazarone CPA, Joe Thompson (EBPRCD), Brenda Welch (EBRPCD), Amber Guidry (ZPD), Denise Boudreaux (EBRSO), Assistant Chief Murphy (Baker PD), Eric Romero (CPIS), Tammy Armand (CPIS), Mohit Vij (365 Labs), George O'Connor (365 Labs), Ricky Klug (EBRSO) and David Luker (EBRSO).

APPROVAL OF MINUTES:

Deputy Chief Daniel moved to approve the minutes of the July 20, 2022 meeting. Interim Director Denicola seconded that motion. The motion unanimously passed.

OLD BUSINESS:

Winbourne Consulting Report

Cindy Alderete from Winbourne Consulting, LLC presented Winbourne's assessment and report.

Winbourne reviewed all providers, revenues and enabling statutes. Winbourne identified all providers and services within the two rate centers (Baton Rouge and Zachary) in the District. Winbourne provided all identified carriers, line counts and payment patterns to District administration. There are some erratic or sporadic payments. Much of this may be due to mergers and acquisitions. It appears that revenues closely match line counts. Also, the majority of lines in the District are now wireless lines. Because wireless surcharges are assessed and paid by account addresses, it is difficult to match lines with revenues.

With respect to residential lines, Cox Cable is the largest provider and AT&T is second.

Providers charge the District exchange access charges for selective routing.

Ms. Alderete commented on technical issues such as routing and potential looping problems.

Ms. Alderete commented on regulatory issues and future technology.

Ms. Alderete also advised the Board to consider funding mechanisms and possible amendment to revenue statutes.

CAD Project Status, Issues and Development

Joe Thompson presented on this matter.

CAD is functioning well. District personnel are working on APIs for a back-up system. They are also working on CAD-to-CAD functionality.

Jennifer Kimble from the CAD team also reported. Training for BRCC is ongoing, but there is still not a go live date. The CAD system was down for approximately 52 minutes for system maintenance on the morning of July 27, 2022. It was, however, only scheduled to take place for a few minutes. This is not acceptable, and maintenance should be done at low call times. Director Verlander explained why maintenance is

done during the workday, but he and Mr. Thompson met with General Informatics and put stops in place that would not allow this to happen again. Mayor Amrhein wants the District to demand that 24/7 maintenance be available. This would allow CAD maintenance to be done during periods of low call volume. Director Verlander advised that he would get with the CAD committee on this.

RMS - Status/Issues

Mohit Vij, CEO of 365Labs, addressed the Board. He thanked the Board for the opportunity to provide services and reported that RMS is smoothly moving forward.

Denise Boudreaux (EBRSO) reported to the Board on behalf of the RMS committee. She also reported that RMS is progressing well.

Amber Guidry (ZPD) reported to the Board that RMS is functioning “great.” She reported that an update will come out tomorrow. In the next update will provide the interface with the state’s new e-crash system. The testing on this e-crash update shows that 100% of the data from RMS is being successfully transferred to the state.

Deputy Chief Myron Daniels inquired about Virtual Desktop Interface (VDI) usage. He received the VDI list from Director Verlander and noted that BRPD does not have even one VDI.

Director Verlander reported that the District is working on firewalls and connections that will free up more VDI.

Mayor Waites stated that if an agency needs a VDI it should be able to get one.

Director Verlander advised the Board that there are three VDI’s now available, and he will issue them on request, and will prioritize them if necessary. He noted that VDI’s are only necessary if the connection to CAD is coming from outside the City-Parish network ring.

Eric Romero questioned whether it is better for agencies to be able to put CAD on agency computers or a VDI.

Director Verlander stated that there is a security risk if CAD is put on agency computers that have other software and/or are used for other purposes.

Ricky Klug (EBRSO) pointed out that each agency should just get the VDIs it needs.

Director Verlander pointed out that direct connections to CAD are much better than VDI’s and are preferable to each agency.

Assistant Chief Murphy (Baker PD) indicated that Baker PD would like to stop using VDI and requested that he be notified when this will be possible.

Eric Romero posed the question, on behalf of the CP Fire Chief: what should be used for mobile and offsite situations.

Tammy Armand questioned what the District would do if an agency needed to set up CAD with dispatch in the field at the scene of a mass casualty with Hazmat incident.

Mayor Amrhein asked how this would be done today. Director Verlander pointed out that these problems have existed for years and that the District is now working on solutions to them and is close to those solutions.

Assistant Director Todd Campbell pointed out that CAD with dispatch has never been set up at a Hazmat or other mass casualty scene due to dispatcher safety concerns.

Mayor Waites joined in this discussion.

Chairman Gautreaux called for order and asked that all of the “sidebar” discussions stop, and all involved needed to work together toward the common good. Technical issues and disagreements need to be resolved outside of the meetings.

Mayor Amrhein stated that, because of the technical nature of the issues that the Board deals with, it would make sense to amend the laws relating to the Board’s make-up to allow (but not require) every entity represented by a seat on the Board to appoint a technical person to sit on the Board instead of an executive. Mayor Amrhein requested that Mr. Olinde provide the Board with a draft of such proposed legislation.

Financial Status

Scott Lazarone, CPA presented on this item.

Mr. Lazarone presented the Board’s financials as of July 31, 2022. The District has approximately \$10.7 million in cash and \$10.8 million in additional assets. As pointed out at the July 2022 meeting, there is a one-month lag in collections. The July 2022 financials show 6 months of collections. Approximately \$2.7 million was collected for the first 6 months of the year. The District is, thus, at approximately 45% of 2022 anticipated revenues at the 6-month mark.

Mr. Lazarone advised that expenditures are tracking in line with budget.

Mayor Waites requested that the Board be provided with the timing of revenue collection for the last two years for comparison with 2022. Mr. Lazarone stated he would work on this.

911 Phone System Upgrade (Cloud 911)

Joe Thompson reported on this item.

The project is progressing well. Routers and gateways are being installed. Work is continuing on the call-handling system. Data is being “pulled out” of the Intrado system to put into the new system. Agencies are being asked to “clean-up” old data so problems will not be put into the new system. All parties are trying to keep the project on track to go live in December.

Radio Shop and Towers

Tammy Armand and Eric Romero reported on that there is no update on this item.

Chance Delome (Motorola) updated the Board on LWIN. The state entered into a contract with AT&T to replace copper wire with digital.

NEW BUSINESS:

None.

ADMINISTRATIVE MATTERS

2023 Budget Preparations

Director Verlander reported to the Board that he is working on the 2023 Budget. He is meeting with vendors to determine contract pricing for 2023 budget.

Report on Operations

Director Verlander reported that there are many new programs and projects progressing. A clearer picture of the District’s financial status is emerging due to Winbourne and Faulk & Winkler analysis, accounting and reporting.

Legal Updates

Mr. Olinde reported on possible legislation and changes to collect revenues.

ADJOURNMENT

Mayor Amrhein moved to adjourn. Mayor Waites seconded the motion. The motion unanimously passed.