

CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE  
Board of Commissioners

6:00 p.m. Tuesday  
December 5, 2023

ECC Training Room  
1144 Texas Avenue

Board Members Present: Mike Irvin, John Robinson, Clarence Babineaux, Fred McClanahan, Van Anderson and Jackie Lewis

Board Members Absent: Rev. Roy Thomas

Others Present: Tommy Mazzone, Jan Horne, Beth Ann Carter, Arthur Meacham, Huck Adkins, Wes Edge and Richard Stewart (9-1-1 Staff), Zeld Tucker (Legal Counsel), and Martha Bryant (Caddo Sheriff Director)

Mr. Irvin called the meeting to order, and asked Ms. Horne to please make note of those in attendance.

Mr. Irvin asked for a motion to approve the Tuesday, November 21, 2023 meeting minutes. Mr. Babineaux moved to approve the meeting minutes, and the motion was seconded by Mr. Lewis. The Board unanimously voted to approve the minutes.

Mr. Irvin opened the Public Hearing for comments on the Proposed 2024 Operating and Capital Outlay Budget for the District. Mr. Mazzone informed the Board that a copy of the proposed budget had been available to public since the day after the November 21, 2023 meeting, at the facility and online. The District received no inquiries. With there being no members of the public present, and no prior comments to address, a motion to close Public Hearing was made by Mr. Babineaux and the motion was seconded by Mr. McClanahan. The motion was unanimously accepted.

Mr. Irvin asked for an update on the P25 Digital Radio System Upgrade. Mr. Mazzone stated that on December 13, 2023, Motorola will swap routers at each of the District's seven sites, upgrading the technology and allowing for IP-based monitoring and maintenance capability.

Mr. Irvin asked for an update on the Facility Refresh Project. Mr. Mazzone stated that on November 27, 2023, the District's request for bid for the facility refresh project was published in our Official Journal and online. The District is scheduled to host a mandatory pre-bid conference on the morning of January 9, 2024 at 10:00 a.m. at the Emergency Communications Center. All bids are due no later than 2:00 p.m. on January 23, 2024. After receiving the bids, there will be a meeting of the Facility Needs Subcommittee to review them and make a recommendation to the Board for approval.

Mr. Irvin asked for an update on the Proposed Amendments to the 2023 Operating and Capital Outlay Budget. The Budget/Investment Subcommittee met on Tuesday, November 7, 2023 to review the proposed amendments and the Subcommittee is prepared to make formal recommendations to the Board for consideration for adoption at the December 5, 2023 Board Meeting.

Mr. Irvin asked for an update on the Proposed 2024 Operating and Capital Outlay Budget. Mr. Mazzone reminded the Board that pursuant to the Louisiana Local Government Budget Act, a draft budget statement for the year ending 2024, in an excel spreadsheet must be presented and adopted as an attachment to the Proposed Budget. The product was previously presented during the November 21st Board meeting. The Budget/Investment Subcommittee met on Tuesday, November 7, 2023, to review the Proposed 2024 Operating and Capital Outlay Budget. Mr. Mazzone stated that the Subcommittee would like to recommend to the Board for their consideration that the proposed 2024 Operating and Capital Outlay Budget be adopted as submitted.

Mr. Mazzone asked the Board to consider adopting Resolution No. 8 of 2023, Approving Amendments to the 2023 Operating and Capital Outlay Budget for the Caddo Parish Communications District Number One. A motion to approve was made by Mr. Babineaux and seconded by Mr. Lewis. The motion was accepted unanimously.

Mr. Mazzone asked the Board to consider adopting Resolution No. 9 of 2023, Adopting the Proposed Operating and Capital Outlay Budget for the Period Beginning January 1, 2024 and ending December 31, 2024, for the Caddo Parish Communications District Number One. A motion to approve was made by Mr. McClanahan and seconded by Mr. Anderson. The motion was accepted unanimously.

Mr. Irvin asked if there was any old business. There was no old business.

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With no further business to be brought before the Board, Mr. Irvin asked for a motion to adjourn the meeting. Mr. Lewis made the motion and it was seconded by Mr. McClanahan. The motion was accepted unanimously.