

CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
June 20, 2023

ECC Training Room
1144 Texas Avenue

Board Members Present: John Robinson, Jackie Lewis, Clarence Babineaux, and Fred McClanahan

Board Members Absent: Mike Irvin, Van Anderson, and Rev. Roy Thomas

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

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

Mr. Robinson asked for a motion to approve the Tuesday, June 20, 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. Robinson asked Mr. Mazzone for an update on the financial reports for the month of May. Mr. Mazzone responded that for the month of May, the District had monthly revenues of \$379,248.32. Monthly expenditures for May totaled \$285,588.12. Revenues exceeded expenditures by \$93,660.20. As of May 31, 2023, the District had \$6,392,716.12 Cash-in-Bank, and Fixed Assets for the month of May increased by \$540,519.56 to \$32,870,335.65.

Mr. Robinson asked for an update on the Next Generation 9-1-1 Call Handling System Project. Mr. Mazzone stated the District is still waiting for AT&T to determine how they will run fiber for our B-site, how long it will take and how much will it cost. He stated the latter is new information, as there had been no prior discussion of an associated cost for these lines, beyond normal monthly fees. AT&T has been inconsistent with providing updates. We maintain regular communication with our project manager from Motorola to ensure he can reallocate resources as soon as possible.

Mr. Robinson asked for an update on P25 Digital Radio System Audio Quality Concerns. Mr. Mazzone responded that the District Radio Team recently updated firmware in portable and mobile radios for Caddo Fire District Seven. Districts Three and Six are the last agencies to schedule their updates. Motorola is sending a technician and test equipment to gather more information about our system to identify a cause. The equipment will be plugged in at each site for an undetermined period, gathering data during normal use of the system.

Mr. Robinson asked Mr. Mazzone to provide details on the prepared resolution. Mr. Mazzone asked the Board to consider a resolution designating the Official Journal of the Caddo Parish Communications District Number One for the period of July 1, 2023 through June 30, 2024. He stated that pursuant to state statutes, the District is required to have its proceedings (minutes, legal ads, resolutions, job openings, etc.) published in a newspaper it selects as its Official Journal. Last Year, The Times was selected as our Official Journal. From July 1, 2023, the District spent \$1907.42 with The Times, including publication of the monthly minutes, the operating and capital budgets, bids, and proof of publications or affidavits, etc. The District requested quotations on May 3, 2023, from the following area publications: The Shreveport Sun, The Caddo Citizen, The Times, and The Inquisitor. Within the request quotations, we asked that each publication provide information on the cost per agate line, as well as total readership, distribution and the costs associated with providing Proof of Publication or Affidavits. The deadline for submissions to the District was Friday, June 2, 2023 at 5:00 p.m. The District received two (2) quotations: The Times and The Inquisitor. The Times quoted \$0.33 per agate line and The Inquisitor quoted \$0.27 per agate line. The cost of Proof of Publications or Affidavits from The Times is \$10 and The Inquisitor provides these at no charge. The Times' distribution and readership are substantially larger than The Inquisitor, and The Inquisitor publishes weekly, where The Times publishes daily. Utilizing a newspaper, which publishes only once-a-week, does not provide the flexibility of easily scheduling advertisements as a daily publishing schedule. Based on the proposal received from The Times, its distribution, readership and frequency of publication, Mr. Mazzone proposed the Board select The Times as the District's Official Journal for the period beginning July 1, 2023 to June 30, 2024. A motion was made by Mr. Lewis and seconded by Mr. Babineaux. The motion was accepted unanimously.

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

Mr. Robinson asked if there was any new business. Mr. Mazzone updated the Board that the Crash Net System used by the Regional Airport is working correctly. Back in 2021, the red phones that the Fire Department answered during an emergency at the airport quit working. When the Tower Chief picked up the phone, it would call 911 but was not distinguished from any other 911 call. The airport phone system was reprogrammed to ring a direct line in the communications center answerable by multiple call-takers.

Mr. Mazzone thanked the Board for coming to the meeting despite the recent storms and loss of power. He also thanked some staff members for coming in after hours to help. The District had no issues with the P25 Radio System during the storm, but three (3) of the tower sites were currently running on generator power. The Ellerbe tower has many trees down and power lines as well. Greenwood tower had a microwave dish move and requires a tower climb for realignment. Mr. Mazzone noted that over 5000 calls were made to 911 during the storm, and the call-takers and dispatchers did a fantastic job of allocating resources to aid citizens.

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