

CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
March 29, 2022

ECC Training Room
1144 Texas Avenue

Board Members Present: Mike Irvin, Clarence Babineaux, Jackie Lewis,
Van Anderson, Reverend Roy Thomas, and John Robinson

Board Members Absent: Fred McClanahan

Others Present: Martha Carter, Tommy Mazzone, Judy Rachal, Howard Adkins, Beth Ann Carter,
Michael Culbertson, Wes Edge, Arthur Meacham, Richard Stewart, and Morris
Laichena (9-1-1 Staff), Zeldia Tucker (Legal Counsel)

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

Mr. Irvin stated there were no guests in attendance and asked if anyone wanted to make any public comments. There were no comments to be brought before the Board.

Mr. Irvin stated that he would like to discuss Agenda Item No. 4, which was to consider a resolution to appoint and confirm the Executive Director of the Caddo Parish Communications District Number One.

Mr. Irvin stated that on March 3, 2022, Ms. Martha Carter, Executive Director of the Caddo Parish Communications District Number One (District) provided notice of retirement to him, as Chairman of the Board of Commissioners, effective May 31, 2022.

Mr. Irvin stated that on October 23, 2018, the Board of Commissioners recognized the importance of succession planning, when it created the position of Deputy Director. He stated that the purpose of this position was to provide for continuity of operations for the administration and management of the District, in the absence of the Executive Director, but would also provide the Board with a successor when the position of Executive Director became vacant. Mr. Tommy Mazzone was hired as the Deputy Director for the District on September 16, 2019.

Mr. Irvin stated upon careful consideration of the skills, knowledge and abilities of the Deputy Director, Mr. Tommy Mazzone, the following resolution was being offered for the Board's favorable consideration.

Mr. Irvin read into the record Resolution No. 4 of 2022, which stated by authority given pursuant to LSA R.S. 33:9103 and Chapter 44, Art. VIII, Secs 44-897-44-900 of the Code of Ordinance Parish of Caddo, the Board of the Commissioners of the Caddo Parish Communications District Number One desires to appoint Mr. Thomas B. Mazzone to the position of Executive Director of the Caddo Parish Communications District Number One effective June 1, 2022 at the annual salary amount of \$110,000.00. Mr. Irvin asked if any of the Board members had any questions or if there was any discussion. With no further discussion, Mr. Irvin asked for a motion to consider the resolution as stated.

Mr. Lewis made the motion to adopt Resolution No. 4 of 2022 to appoint Mr. Thomas B. Mazzone as the Executive Director of the Caddo Parish Communications District Number One effective June 1, 2022. Mr. Anderson seconded the motion. The Board unanimously voted to adopt the resolution, with congratulations going to Mr. Tommy Mazzone.

Mr. Irvin asked if there was any old business. Ms. Carter replied there was none.

Mr. Irvin asked if there was any new business. Ms. Carter stated that she would like to discuss the transition of leadership in preparation of her retirement. She stated that over the next two (2) months, she would be working with Mr. Mazzone to transition responsibilities and that she had prepared a letter to send to the Communications Divisions' command staff to begin that transition. She stated that Mr. Mazzone would become the point of contact for all trouble reports that would normally be sent to her by the public safety agencies. Ms. Carter stated she would send out formal notices to all of the public safety agencies introducing Mr. Mazzone as the Executive Director effective June 1, 2022. The second part of these notifications would be working with the District's staff to begin notifying Mr. Mazzone of problems that they may respond to after hours and/or on weekends regarding communications/technical issues.

Ms. Carter asked Mr. Mazzone if he had any comments concerning his new appointment. Mr. Mazzone thanked the Board for the opportunity. Mr. Mazzone stated that he had learned a great deal under Ms. Carter's tutelage and understood that there was an incredible amount that still needed to be learned and asked for the Board's patience as he maneuvered through the different processes. Mr. Mazzone then provided an update on Ms. Rachal's replacement for the position of Office Manager. He reported that the District had already received quite a few resumes` even though the application submission deadline was not until April 16th. Mr. Mazzone stressed that the sooner that someone could begin working beside Ms. Rachal, it would make the transition easier for the District. Ms. Carter stated that Mr. Mazzone would be conducting the interviews for Ms. Rachal's replacement, and that he would also be briefing the Board members during the April and May Board meetings.

Mr. Irvin asked if there was any additional business to be brought before the Board. There being none, Mr. Irvin asked for a motion to adjourn. Reverend Thomas made a motion to adjourn the meeting. Mr. Lewis seconded the motion, which was unanimously approved. The meeting was adjourned.

