

CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE  
Board of Commissioners

6:00 p.m. Tuesday  
April 16, 2024

ECC Training Room  
1144 Texas Avenue

Board Members Present: Mike Irvin, John Robinson, Jackie Lewis and  
Fred McClanahan

Board Members Absent: Rev. Roy Thomas, Clarence Babineaux and Van Anderson

Others Present: Tommy Mazzone, Jan Horne, Beth Ann Carter, Arthur Meacham,  
Huck Adkins, Richard Stewart and Morris Laichena (9-1-1 Staff),  
and Zelda Tucker (Legal Counsel)

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, March 19, 2024 meeting minutes. Mr. Robinson moved to approve the meeting minutes, and the motion was seconded by Mr. Lewis. The Board unanimously voted to approve the minutes.

Mr. Irvin asked Mr. Mazzone for an update on the financial reports for the month of March. Mr. Mazzone stated that the District had revenues of \$286,859.28. Expenditures totaled \$237,327.13. Revenue exceed expenditures by \$49,532.15. As of March 31, 2024, the District had \$5,874,252.09 Cash-in-Bank, and Fixed Assets increased to \$33,565,259.65. This is due to an end of year adjustment in the depreciation of assets and the addition of new assets associated with the NG911 project, the CAD upgrade project and the new administrative telephone system.

Mr. Irvin asked for an update on the Facility Refresh. Mr. Mazzone responded that on April 2, 2024, the District received the draft agreement and change order for the work to be completed. The agreement was sent to our insurance agent for review and she determined everything appears to be standard. During a legal review by the District's General Counsel and after a discussion with our architectural firm, it was decided that it was in the best interest of the District to reject the current bid. This was due to the nature of the overall scope reduction and concerns about the projected project cost compared to the budgeted cost. The Director decided to meet with the architects to use the current drawings and documents to propose a new bid aligned more with the District's priorities, and include some alternates for bid as well.

Mr. Irvin asked for an update on the Next Generation 9-1-1 Call Handling System. Mr. Mazzone reminded the Board that during last month's meeting it was noted that the District was forced to pause its cutover to our Next Generation 9-1-1 Call Handling System due to equipment concerns and coordination issues. Recently, the District participated in an update meeting with

our partners from Motorola and AT&T. The required routers were delivered and are being installed and tested. AT&T has all of the information required to perform a cutover of our call center emergency and administrative lines. AT&T proposed Wednesday, April 24, 2024 as a cutover date, and Motorola is working intently to determine if technicians can be scheduled to meet that deadline. We have also come to an agreement with AT&T that the District will move forward with our request for 32 CAMA trunks, to ensure enough open circuits for citizens to reach our call center. Once the cutover is complete, we will allow the system to operate for 1-2 months to determine the amount of traffic on the circuits and then decide whether or not to disconnect any of the trunks.

Mr. Irvin asked for an update on the update on the Website Refresh Project. Mr. Mazzone stated that the Website Refresh Project has taken a backseat recently due to competing priorities. However, it is still being coordinated. Mr. Mazzone has spoken with our partners at Hemingway West and our plan is to furnish them a rough layout so they can begin building a product for our review. Our goal is to create a cleaner, more modern and multi-device accessible experience. As a reminder, this new website is the public page to the District, and not the Active Emergency Events link. That link will continue to remain on servers connected via Bluebird Broadband until our IT team can create a workable solution to migrate the data to an onsite server.

Mr. Irvin asked if there was any old business. Mr. Mazzone informed the Board that the annual audit field work completed on Tuesday, April 16, 2024. And finally, National Public Safety Telecommunicators Week is April 14-20, 2024.

Mr. Irvin asked if there was any new business. Mr. Mazzone stated that the CAD project is on track for a July cutover.

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.