CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
October 21, 2025

ECC Training Room
1144 Texas Avenue

Board Members Present: Mike Irvin (Chairman), Clarence Babineaux (Secretary), Tonya Reeves and Fred McClanahan

Board Members Absent: Jackie Lewis

Others Present: Tommy Mazzone & Jan Horne (9-1-1 Staff), Zelda Tucker (Legal Counsel), Martha Bryant (Director, Caddo Sheriff's Office)

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, September 16, 2025, meeting minutes. Mr. Babineaux moved to approve the meeting minutes and was seconded by Ms. Reeves. The Board unanimously voted to approve the minutes.

Mr. Irvin asked Mr. Mazzone for an update on the financial reports for the month of September. Mr. Mazzone stated that the District had revenues of $369,416.15. Expenditures totaled $269,678.88. Revenues exceeded expenditures by $99,737.27. As of September 30, 2025, the District had $4,689,047.86 Cash-in-Bank, and Fixed Assets remained the same as the previous month at $32,370,068.84. Ms. Reeves moved to accept the financial reports. The motion was seconded by Mr. McClanahan. The Board unanimously voted to accept the financial reports.

Mr. Irvin asked for an update on the September Phone and Radio Statistics. Mr. Mazzone stated that for the month of September 99.5% of all 9-1-1 calls received were answered immediately or in less than 15 seconds. Of the 14,849 9-1-1 calls in September, the 526 abandoned calls comprised 3.5%. The average call answer time was 0:00.01 second. Automated Attendant activity for SPD and SFD and the Sheriff's office main line were SPD: (11,250); SFD: (72); CPSO: (6,466). During September, the total number of Computer Aided Dispatch events registered for all agencies in the parish was 21,251. The District's parish-wide radio system experienced a total of 589,025 push to talk sequences. As a reminder, the District's Radio Systems Manager was on leave in early September and supplied the August radio statistics upon his return. For August 2025, the District's parish-wide radio system experienced a total of 610,571 push to talk sequences.

Mr. Irvin asked for an update on the Facility Refresh. Mr. Mazzone stated that the project is moving along, albeit slowly, due to material management, subcontractor scheduling, and some correctable mistakes. Wieland is aware of all these issues, as is the district's architect, and they have assured us we're still on schedule. The can lights throughout the foyer, admin suite and conference room, are the wrong ones; they were evidently sent to the jobsite by mistake and are

brighter than they should be. The correct lights are being sourced and will be replaced at the subcontractor's expense. The concrete form for the water tank was completed out of order from other work, which has added some work to dig the pump house area. The tile in the hallway restrooms needed to be removed and reset to avoid misalignment of grout lines. In several areas, the use of heavy equipment on walkways, and driveways (not rated for such) has caused damage to existing concrete, requiring repair or replacement. The front perimeter and the new Hope Street entrance are coming along well. Concrete was poured at the new entrance, and the new columns are being built. The rear awning is being prepped for new footings and installation.
The water tank is expected to be delivered in late October, and will immediately be connected and tested. We expect to beat the winter storms, allowing for uninterrupted water supply to the facility. The concrete expansion joints are being cut out and prepared for a new application.

Mr. Irvin asked for an update on the NG911 Project. Mr. Mazzone responded that the conversion to the Vesta Call Handling System is considered complete. The final acceptance payment was issued in the last round of payables. There are two (2) remaining issues which are actively being worked: an analytics review and the implementation of text to 911, the latter requiring an agreement with AT&T to provide service. This agreement is being reviewed and readied for execution. Neither of these issues degrades the functionality of the system. The district's IP/Phone Support Department continues to work with Motorola to ensure the system receives it regular security patches and upgrades.

Mr. Irvin asked if there is any Old Business. Mr. Mazzone stated that the district is still actively researching adding two (2) new Board Members.

Mr. Irvin asked if there is any New Business. There was none.

Mr. Irvin asked for a motion to enter into Executive Session. Mr. Babineaux made the motion and it was seconded by Mr. McClanahan. The Board voted unanimously to enter into Executive Session.

Mr. Irving asked for a motion to end Executive Session. Mr. Babineaux made the motion and it was seconded by Mr. McClanahan. The Board voted unanimously to end the Executive Session.

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