CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
March 18, 2025

ECC Training Room
1144 Texas Avenue

Board Members Present:	Mike Irvin (Chairman), John Robinson (Vice Chairman), Jackie Lewis, and Fred McClanahan
Board Members Absent:	Clarence Babineaux (Secretary), Van Anderson, and Rev. Roy Thomas
Others Present:	Tommy Mazzone, Jan Horne, (9-1-1 Staff) Zelda Tucker (Legal Counsel), and 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, February 18, 2025 meeting minutes. Mr. McClanahan 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 February. Mr. Mazzone stated that the District had revenues of $324,858.79. Expenditures totaled $371,190.63. Expenditures exceeded revenues by $46,331.84. The District made a payment of $97,615.00 to pay for the contracted parish wide fire/EMS records management services. This was payment number four (4) of five (5), and the Caddo Parish Fire Chiefs are discussing options for contract renewal. As of February 28, 2025, the District had $4,639,071.08 Cash-in-Bank and Fixed Assets totaled $32,370,068.84 (which is $1,195,190.81 less than previously reported). This is after an adjustment made with our CPA for the removal of obsolete telephone and radio equipment. Mr. Lewis 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 Election of Officers and Subcommittee Adjustments. Mr. McClanahan suggested that we postpone the elections to the April Board Meeting in hopes of having more members present. Mr. McClanahan made a motion and it was seconded by Mr. Lewis. The Board unanimously voted to postpone the elections to April.

Mr. Irvin asked for the update on the February 2025 Phone and Radio Statistics. Mr. Mazzone stated that for month of February, 99.1% of all 9-1-1 calls received were answered immediately or in less than 15 seconds. Of the 13,628 9-1-1 calls in February, the 263 abandoned calls comprised 2.0%. Activity for the month of February from the automated attendant system for SPD and SFD seven-digit non-emergency telephone numbers, and the main line for CPSO were SPD (10,393); SFD (23); CPSO (6,165). The total number of CAD events registered for all agencies in

the parish was 19,680. The District's parish-wide radio system experienced a total of 546,064 push to talk sequences.

Mr. Irvin asked for an update on the Facility Refresh Project. Mr. Mazzone stated that he signed the contract between the District and Weiland-Davco Corporation on Tuesday, March 18, 2025. We should have a kick-off meeting soon and we are excited to get started on the project.

Mr. Irvin asked for an update on Resolution Number 2 to Recognize Retirement of a Commissioner. A motion was made to postpone the Resolution to the April Board Meeting by Mr. Lewis and was seconded by Mr. McClanahan. The Board unanimously voted to postpone the Resolution.

Mr. Irvin asked if there was any old business. Mr. Mazzone stated that there was none.

Mr. Irvin asked if there was any new business. Mr. Mazzone reported the approach drive to the Ellerbe Road tower site has been completed and inspected. This matter is now closed.

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