CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
January 21, 2024

ECC Training Room
1144 Texas Avenue

Board Members Present: John Robinson (Vice-Chairman), Jackie Lewis, Clarence Babineaux (Secretary), and Fred McClanahan

Board Members Absent: Mike Irvin (Chairman), Van Anderson. Rev. Roy Thomas

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

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, December 10, 2024 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 November. Mr. Mazzone state that the District had revenues of $291,598.72. Expenditures totaled $703,336.58. Expenditures exceeded revenues by $411,737.86. As of November 30, 2024, the District had $4,880,833.50 Cash-in-Bank and Fixed Assets increased by $694,924.00, totaling $33,565,259.65. For the month of December, the District had revenues of $228,048.28. Expenditures totaled $284,495.19. Expenditures exceed revenues by $56,446.91. As of December 31, 2024, the District had $5,026,140.56 Cash-in-Bank and Fixed Assets remained the same as the previous month, totaling $33,565,259.65. Mr. Babineaux moved to accept the financial reports. The motion was seconded by Mr. McClanahan. The Board unanimously voted to accept the financials reports.

Mr. Robinson asked for the update on the December 2024 Phone and Radio Statistics. Mr. Mazzone stated that the following information captures the call volume statistics, computer aided dispatch (CAD) events and radio system statistics for month of December. 99.4% of all 9-1-1 calls received were answered immediately or in less than 15 seconds. Of the 15,260 9-1-1 calls in December, the 290 abandoned calls comprised 1.9%. Activity for the month of December from the automated attendant system for SPD and SFD seven-digit non-emergency telephone numbers, and the main line for CPSO follow: SPD (11,255); SFD (17); CPSO (7,349). CAD information, includes all activity such as field-generated events, events from the agencies' seven-digit telephone numbers and 9-1-1 calls. During December, the total number of CAD events

registered for all agencies in the parish was 20,223. The District's parish-wide radio system experienced a total of 583,374 push to talk sequences. For SFD (including CFDs and area hospitals) 8:00 a.m. remains the busiest hour, and Thursday the busiest day. For SPD, 3:00 p.m. is still the busiest hour, and Friday the busiest day. And, CPSO (including the municipal PDs), shows 11:00 a.m. as the busiest hour, and Tuesday as their busiest day.

Mr. Robinson asked for an update on the Annual Phone and Radio Statistics for 2024. Mr. Mazzone highlighted several statistics to the Board, emphasizing that even under severe personnel constraints, and several technology updates, that public safety call takers accepted 234,429 calls, and created 254,326 dispatch events. He informed the Board that the District's parish-wide digital radio system experienced a total of 7,028,175 push to talk sequences. Mr. Mazzone concluded by stating that our staff successfully planned and accomplished the migration from a legacy 9-1-1 call handling system, to a state-of-the-art, next generation 9-1-1 call handling system, and upgraded the District's CAD system, incorporating over 1000 changes between versions. In late 2024, the CAD and GIS/Mapping Departments created a new map layer highlighting a joint law enforcement operation between CSO and SPD, and were instrumental to the success of this operation, resulting in the response to 1,377 requests for service. The staff continued supporting the agencies through task requests for assistance with changes to the database, trouble reporting for IT, phone and radio systems, and researching data for investigations. All of this was in addition to the specialized reports that are generated for the agencies as well as the various projects that require staff involvement. Using the online Task Request Portal, agencies were able to make 749 direct support requests. Finally, while working with the District's general counsel, the staff gathered information for 44 public records requests or legal subpoenas.

Mr. Robinson asked for an update on the Facility Refresh Project. Mr. Mazzone stated that requests for bid were advertised online and in the Official Journal throughout December. On January 6, 2025, the District, along with our partners at Newman/Marchive, hosted a mandatory pre-bid conference. Of the five (5) plan holders, three (3) general contractors attended. After reviewing the project scope, the group was given a tour of the facility for a better understanding our requirements. On January 14, 2025, additional time was made for any sub-contractors to visit the facility and gather information. All bids were due in person or electronically by January 21, 2025 at 2:00 p.m., however due to a subcontractor equipment supply constraint, an addendum needed to be issued which extended the timeline to Tuesday, January 28, 2025 at 2:00 p.m. The addendum stipulates the removal of the console redesign for the Sheriff's comm center, and the addition of office space in the same area.

Mr. Robinson asked for an update on the CAD System Upgrade. Mr. Mazzone stated that the District has completed testing of the mobile public safety CAD interfaces, and is beginning to deploy the software upgrade throughout the public safety fleet. This deployment will take some time as it will require the assistance of public safety agency IT personnel, and the shuffling of resources. Once this deployment is complete, and pending any enterprise-level issues, our upgrade to version 9.4 will be complete. During the migration to version 9.4 our CAD Administrator noted that the software required to continually backup our archive data was no longer a part of

the large software suite we purchase annually. In order to keep the system backed up, and allow access for public safety communication leaders, this additional software will need to be purchased. After conferring with Mr. Meacham, the District purchase an annual subscription instead of purchasing the software outright and paying annual maintenance fee. This will allow the District to cancel the subscription at when necessary.

Mr. Robinson asked for an update on the Public Safety Radio Refresh. Mr. Mazzone stated that in May 2017 the District posted a Request for Proposals to replace the existing 800 MHz simulcast trunked radio system with a P25 compliant radio communications system. After receiving proposals from several companies, the District selected Motorola as a partner to modernize the parish's radio system. The subscriber units proposed for this project were the individual (APX1000 & APX4000) and the mobile (APX1500 & APX4500). These radios were originally released between 2012 and 2014 (depending on the type).The district signed the contract with Motorola in December 2017 and these radios (which were a part of this agreement) were already six (6) years old. In the summer of 2024, Motorola informed us of their plan to stop selling the APX1000 and APX4000 individual subscriber units on December 31, 2024 as they had reached their "end of support" point. The APX1000 units are used mainly by local government agencies, and were purchased by those agencies. Any replacement agreements will be handled directly through those agencies. The District-owned units, issued to public safety agencies throughout the parish, are still operational and function very well with our system. The issue will be when radios are lost, destroyed or broken beyond repair. In the past, it was very easy to request a quote from Motorola, and order a replacement while invoicing the Agency for the value. Since Motorola will no longer have these radios available, we need to find a suitable replacement; something that will not only be available for more than 3-5 years, but also come equipped with the technology to communicate using LTE or Wi-Fi signals, and leverage the proprietary technology of our Motorola P25 system. Mr. Mazzone stated that along with the District's Radio Systems Manager, he has started conversations with Motorola to determine options which can be presented to the Board for action. We believe the APXN70 radio is the best solution, and we have asked for various pricing models. As more information is gathered, the Board will be informed.

Mr. Robinson asked for a motion to consider approval of an Ordinance updating the emergency telephone service charge on fixed location wireline service users within Caddo Parish. Mr. McClanahan made a motion to introduce the Ordinance and Mr. Babineaux seconded that motion. Mr. Mazzone provided a history of the emergency telephone service charge, beginning with the formation of the state's communications districts, leading to the current fees based upon tariff rates dated in 2016. In March 2016, after thorough research from the previous Executive Director and General Counsel, the Board adopted District Ordinance 16-001 which set the 9-1-1 surcharge fees based upon the Publi9c Safety Commission approval of new tariff rates effective January 1, 2016. The Executive Director proposed the 5% increase for residential wireline service at $1.25, which meant a $.25 increase at the time, and further recommended only a 2.2% increase as opposed to the authorized 5% for the business wireline, putting it at $2.50, which was then a $.50 increase. Recent years have shown a steady decrease in revenue from wireline service providers. If the District's closeout of 2025 wireline revenue is received as currently projected, it will amount to an approximate decrease of 3% from last year, following an 8.6% decrease from the year prior.

Because of the steady decline, and increased costs of technology and infrastructure maintenance, the District has met with members of the Budget and Investment Subcommittee several times, along with the District's accountant, to explore the options available to the Board. It continues to be the recommendation that the Board take the opportunity to increase wireline surcharge fees as proposed in this ordinance, along with the proactive escalations to stay ahead of any future scenarios similar to our current situation. Mr. Mazzone emphasized that there is no prohibition from the District amending these fees. Mr. McClanahan moved to accept the Ordinance and it was seconded by Mr. Babineaux. The Ordinance passed with four (4) "yeas" and zero (0) "nays".

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

Mr. Robinson asked if there was any new business. Mr. Mazzone stated the road to access the Ellerbe Road Tower Site was damaged due to severe weather and needed to be regraded, and topped. Three bids will be collected and Mr. Mazzone will keep the Board updated.

With no further business to be brought before the Board, Mr. Robinson 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.