

MINUTES OF THE WORK SESSION OF THE  
CADDO PARISH COMMISSION  
HELD ON THE 1st DAY OF JULY, 2019

The Caddo Parish Commission met in a Work Session, on the above date, at 3:30 p.m., in the Government Chambers, with Mrs. Gage-Watts, presiding, and the following members in attendance, constituting a quorum: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). ABSENT: None (0).

The invocation was given by Mrs. Gage-Watts, and the Pledge of Allegiance was led by Mr. Middleton.

**CITIZENS COMMENTS**

Mr. Jamar Montgomery came before the Commission expressing the need for strong clinical legal programs in this Parish. He said that the Public Defender's Office is in desperate need of more people to help out. He said that they could give law students real world experience in practicing law.

Northwest Louisiana CDC's students came before the Commission to give an update on the coding camp. Some of the student teachers taught the other students ages 5-8 coding through colors and sounds. There was also a demonstrations with drones and robots. Another student was interested in fashion design and was able to create art during the summer camp. The rules were suspended to allow dialogue during public comments.

Mrs. Gage-Watts was able to attend the NWLA CDC Technology Camp and was amazed by the students and their work.

Mr. Jackson commended the students for all of their hard work in teaching and learning about technology and STEM. He said that coding is the way of the future, so he encouraged the children to keep learning.

Mr. Chavez shared the same sentiments as Mr. Jackson. He encouraged the children to keep feeding their imaginations.

Mr. Lyndon B. Johnson asked each student to introduce themselves to the Commission. Samora Kennan, 13, attends Keithville; Hannah Fornie, 12, attends Youree Drive Middle School; Latiya Williams, 13, attends Youree Drive Middle School; Nate Fornet attends Youree Drive Middle School; Nazaria attends Judson Magnet Elementary School; Mario Harrels attends Keithville Middle Magnet School; Sydney Brookings attends Magnolia School of Excellence; and Christian Rookings attends Northwood.

Mr. Lyndon B. Johnson stated that the students are from all over the Parish, not just in one district. He said that this program impacts children from all of the districts.

Mr. Cawthorne said that it is inspiring to see these students and the work they have done through the summer camp.

**VISITORS**

- Krystal Bell & Jacoby White—Loving Little Ones, Inc.  
Present information regarding "Pop Up Shelters"

The Loving Little Ones Pop Up Shelter is a one-day resource fair that allows the community to give to the homeless, displaced individuals, and families in the Shreveport area. Resources and the following services will be provide through sponsors and community partners in the following areas: personal hygiene/shower services; hair grooming services provided by local beauticians, barbers, and students; laundry services; provide meals; family meal packages; clothing, toiletries, and household items will be available; local entertainment; health and dental screenings; housing/utility assistance agencies; veteran affairs agency; and mental health services.

The Pop Up Shelter will be held on Saturday, July 27 at the Louisiana State Fairgrounds,. 3701 Hudson Avenue, Shreveport.

Ms. Bell said that there are many ways that members and organizations of the community can help by volunteering, becoming a sponsor, Race for Hope participation, vendor opportunities, transportation, and becoming a partner. Some of the donations they are accepting are: bottled water, tuna and crackers, granola bar/cereal bars, fruit snack/applesauce cups, hand wipes, tissue, maxi pads, toothbrushes, first aid kits, chapstick, etc.

Mr. Cawthorne asked for more information. Mr. White said that the purpose of the shelter is to provide temporary or short-term relief by way of giving them meals or care packages. They also provide information to get them sheltered. He also said that they work with Hope Connections.

Mr. Chavez asked for an online resource to volunteer for the event. Mr. White said that they could go to [www.LovingLittleOnes.org](http://www.LovingLittleOnes.org) to sign up. He also requested that Dr. Wilson provide the link on the Caddo Parish website.

Mr. Louis Johnson wanted to know how the homeless population would attend the event. Mr. White explained that there will be church vans and other drivers transporting those individuals to and from the event. He also said that they have been going out and connecting with the homeless population and physically providing them information informing them of the event. Mr. White also said that they have a social media presence to get the word out.

Mr. Jackson commended them for all of their hard work in helping the homeless population in this Parish. He also pointed out that there can be sheltered homelessness, where individuals are living in a dwelling, but do not have utilities, etc.

#### **ADMINISTRATION REPORT**

- Presentation—Forche Wade  
Enhancing services to address substance abuse, mental health, and human trafficking  
Ms. Charlette Edwards

Ms. Edwards is a licensed addiction counselor and a public health scientist. She provides psychosexual assessment services for Caddo Juvenile Court. She said there are two options for juveniles who are adjudicated: to be remanded to State custody or to be placed on probation and released back into the community. She is wanting to expand her services by providing a 12-week residential aspect. It would be an entire year program, but with 12 weeks of residential services for those juveniles. She would like to utilize Forcht Wade for the residential facility.

She said that the treatments she would be able to provide would be for chemical addictions, i.e. alcohol and drugs. She also provides treatments for process addictions, i.e. food, sex, and gambling. She is also a licensed HIV counselor, domestic violence certified, etc. She would like to lease the facility to provide these services to juveniles.

Mrs. Gage-Watts thanked Ms. Edwards for the services she provides for the young people in this Parish.

Mr. Chavez asked that Ms. Edwards come to the Long Range Planning Committee and speak about her services.

#### **PRESIDENT'S REPORT**

Mrs. Gage-Watts read aloud the following statement:

*In the beginning of the prayer, I mentioned about the family of the two year that was killed over the weekend. Again, I wanted to extend my sincerest condolences to those individuals that are being affected by that at this time. As well as continued prayers for the family of the postal worker who was laid to rest over the weekend, who was murdered while delivering mail. The murder-suicide yesterday in a very least expected area, as well as all of those families who are dealing with senseless gun violence. On Thursday evening, I attended the Pastors on Patrol prayer vigil addressing gun violence. I thank those who are putting their lives on the line and continuing to carry out their duties for our community. I believe that we have to do more to address this issue that is plaguing our world and tearing families apart and leaving a void in hearts across nationwide. There's a message that none of us are exempt from a baby stroller to a federal worker, and even someone who should have been sitting in the comfort of their own home. We have to do more to address gun violence. We have to do more than marches, more than t-shirts, more than vigils. We have to get those guns out of those wrong hands, and we know that is a great start. I do not have all of the answers, I'll continue to work towards the goals of restoring our communities where kids can play outside, go to school or a movie without the parents in agony or fear about their lives. The seniors are afraid to sit on their porches or go to the grocery store because no one understands conflicts without a resolution of gun violence. Let's continue the conversation on we can continue to help on a local level and make necessary steps together with an aggressive plan. There will be a prayer vigil tonight in honor of Benjamin Finny as the SOS Drop the Guns Organization will be holding it at Winnfield Funeral Home at 7:00 p.m. the public is invited and all public officials are asked to attend.*

She gave kudos to the ICE Biz Camp for their skills in entrepreneurship. She also thanked the Girls Scouts for recognizing her as a Distinguished Woman. Mrs. Gage-Watts also reminded everyone to be safe while celebrating the Fourth of July.

### **NEW BUSINESS**

It was **moved by Mr. Louis Johnson**, seconded by Mr. Jackson, *that Ordinance No. 5890 of 2019, to close and abandon a portion of the dedication for First Street located in Trospen Estate Subdivision, in the Parish of Caddo* be moved to Wednesday's agenda for introduction. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (11). NAYS: None (0). ABSENT: Commissioner Bowman (1). ABSTAIN: None (0).

It was **moved by Mr. Lyndon B. Johnson**, seconded by Mr. Jackson, *that Ordinance No. 5891 of 2019, authorizing an amendment to Ordinance No. 5841 of 2019* be moved to Wednesday's agenda for introduction.

Answering a question from Mr. Dominick regarding the proposed amendment, Mr. Lyndon B. Johnson explained that this ordinance would only change the assessor from Red Cross to CCAA.

At this time, Mr. Lyndon B. Johnson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Lyndon B. Johnson**, seconded by Mr. Bowman, *that Resolution No. 55 of 2019, a resolution to authorize the Caddo Parish Administrator to approve the assignment, bill of sale, and conveyance of State Agency Leases 20120, 20126, 20381 to Nadel & Gussman, NV, LLC, and Ensign IV Energy Partners, LLC* be moved to Wednesday's agenda.

Mr. Atkins said that he will be abstaining from this vote and discussion due to his affiliations with Ensign.

Mr. Jackson wanted to know if there was any Shale activity. Mr. Robert Glass, Public Works, said that they are and are all existing wells. They are drilling subsequent wells, he said.

At this time, Mr. Lyndon B. Johnson's motion carried, as shown by the following roll call votes: AYES: Commissioners Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (11). NAYS: None (0). ABSENT: None (0). ABSTAIN: Commissioner Atkins (1).

It was **moved by Mr. Dominick**, seconded by Mrs. Gage-Watts, *to englobe and move the following items to Wednesday's agenda:*

- *Authorize reappointment of Mr. Lyndon B. Johnson to the Shreveport-Bossier Sports Commission. Term to expire August 30, 2023.*
- *Authorize Special Resolution of Recognition to Miss Megan Crews, Miss Louisiana*
- *Authorize Special Resolution recognizing Colonel Steven DePyssler's 100<sup>th</sup> birthday*
- *Dr. Andre Larson and Lindsey Pennington as Visitor for Regular Session regarding Every Man A King*

At this time, Mr. Dominick's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

The President opened the floor up to discuss the process of selecting the Registrar of Voters.

Mr. Dominick asked that Attorney Frazier to provide clarity on this process. Attorney Frazier pointed out that Mr. Roberson has not given a retirement date yet, therefore, there is no vacancy. She said that this process can only be started once he gives that date. The process must be opened to everyone and must be advertised for a minimum of two weeks to meet the specifications. It would be advertised in the Official Journal and the Times. She also said that the Commission must interview anyone that meets those qualifications and must be done in an open session, not executive session. She said that the Commission can convene into executive session to discuss the applicants, but the interviews

must be done in open session. Attorney Frazier also said that the closest process to selecting a Registrar of Voters would be the process in selecting the Clerk of the Commission.

Mr. Jackson requested a copy of the letter sent to the Secretary of State's Office by Mr. Roberson. He also explained in his letter that was sent to the Commission Clerk's Office gave an intent to retire in July. He wanted to know if there was no date given, could the Commission assume July 31 as his retire date. Attorney Frazier stated that she would need to research that further, but she assumes that the Commission cannot begin the process until Mr. Roberson decides on a retire date to declare a vacancy. Mr. Jackson requested that Legal or the Commission Clerk reach out to Mr. Roberson to get a retirement date. Attorney Frazier also mentioned that the only way "to kick off the process is the actual retirement". She explained that the Commission cannot hold him to an intended date because he can always change his mind.

Attorney Frazier also said that anyone inquiring about the position should be told that the position will be advertised when a vacancy is open. It will be advertised on the Parish website, Official Journal, and The Times.

Mr. Jackson also pointed out that if the Commission misses the 90 day mark, then the Governor would have to appoint the Registrar of Voters.

Mr. Jackson reiterated that there is no vacancy at this point.

Mr. Linn wanted to know if there was a Deputy Registrar of Voters in place. Attorney Frazier explained that the Chief Deputy would serve as interim until a Registrar is appointed. She also said that if there was no Chief Deputy, then the Commission would have to appoint an Interim within 48 hours.

Mr. Atkins asked that Attorney Frazier define "professional work experience". Attorney Frazier said Professional work experience is defined as experience in an occupation which requires specialized and theoretical knowledge usually acquired through college training or through work experience and other training which provides comparable knowledge.

Mr. Bowman would like this to go to the Long Range Planning Committee for thorough discussion of the process.

Mr. Louis Johnson thinks it would be inappropriate to do anything but wait on Mr. Roberson to provide a retirement date. He said that retirement is a personal decision and should be handled as a private matter.

Mr. Dominick requested that Attorney Frazier get an Attorney General's opinion on the definition of "professional work experience".

Mr. Chavez requested that Attorney Frazier call the office and see if there is a Chief Deputy.

Mr. Lyndon B. Johnson requested that the memo sent by Attorney Frazier be a part of the minutes:

*MEMO*

*To: Caddo Parish Commission  
From: Donna Y. Frazier, Caddo Parish Attorney  
Cc: Dr. Woodrow Wilson, Caddo Parish Administrator  
Date: 6/28/2019  
RE: Process for Selecting Registrar of Voters*

*The requirement for the registrar are either:*

- a) Bachelor's degree and two years full-time, professional work experience\*.*
- b) Associate degree and four years full-time, professional work experience\*.*
- c) Five years full-time employment in a registrar's office in Louisiana.*

*\*Professional work experience is defined as experience in an occupation which requires specialized and theoretical knowledge usually acquired through college training or through work experience and other training which provides comparable knowledge.*

*\*There is no residency required until the person has been selected. If not a registered voter in Caddo, the person must become a resident and registered voter of Caddo Parish.*

*Procedure for filling Registrar of Voters vacancy under La.R.S. 18:51, et seq*

**State law says that a vacancy cannot be filled until it actually has occurred. There is no vacancy at this time. Once the vacancy actually occurs:**

- a) *The Chief Deputy takes over as interim registrar; if there is no chief deputy, the Commission must appoint an interim registrar within 48 hours of the vacancy, or the Board of Election Supervisors appoints someone until the vacancy is filled.*
- b) *The Commission will have 90 days after the vacancy to appoint a new registrar.*
- c) *The Commission is mandated to "take all reasonable steps to make as many people in the parish as possible aware of the upcoming appointment of a registrar, including without limitation, issuing press releases...and posting notice on its website."*
- d) *At a minimum, the commission shall "public notice of the upcoming appointment together with a request for the submission of applications to fill the office on two separate days at least one week apart in the official journal...and in another newspaper with a larger circulation within the parish than the official journal if there is such a paper."*
- e) *The ads cannot run in classified section or public notice section and must be at least 2" by 4" and have a bolded box around the ad and use bold face type*
- f) *The deadline for submitting applications shall be no later than seven (7) calendar days following the last day of public of notice.*
- g) *The commission shall offer to interview each applicants who meets the qualifications for the registrar's office.*

#### **COMMUNIQUES/COMMITTEE REPORTS**

- Mr. Lyndon B. Johnson wanted to know if straight line winds were a part of FEMA's natural disasters. Attorney Frazier said that FEMA does help out sometimes for persons who are victims of those. Mr. Lyndon B. Johnson said that there were straight line winds in the MLK area that knocked down trees on top of houses.

- Mr. Jackson said that the Board of Regents sent over the cooperative endeavor. He asked for a copy of it. Attorney Frazier said that she has not reviewed it yet, but she will go over it and provide a copy of it to the Commission. She said that she will ensure that the document is true to the language stated in the meeting.

Mr. Jackson wanted to know if there was an application at the old Chase Bank. Mr. Clark said that he is not aware of an application, but he will look into it.

He also asked about property standards for commercial buildings. He said that there is a Valero on North Market with high grass, trash piling up, and homeless people sleeping outside of it. Mr. Clark said that would be a property standards issue, not an MPC issue. Mr. Jackson requested that Administration contact the City's Property Standards Department regarding this issue.

- Mrs. Gage-Watts said that there is an area off of King Street off of Pines Road with high grass. She would like Public Works to check it out.

There being no further business to come before the Commission, the meeting was adjourned at 4:59 p.m.

/s/ Todd A. Hopkins  
Todd A. Hopkins  
Commission Clerk