

**Minutes of Jefferson Parish Ethics and Compliance Commission**  
**Wednesday, August 19, 2020**  
**2nd Floor Council Chambers**  
**Joseph S. Yenni Building**  
**1221 Elmwood Park Boulevard**  
**Jefferson, LA 70123**

**Commission Members Present:**

Howard Maestri  
Warren R. Bourgeois, III  
Dolores Hall  
Cherie Kay LaRocca

**Commission Members Absent:**

Laura Donnaway

**Call Commission Meeting to order**

Meeting called to order by Chairman Maestri at 5:00 P.M. Roll call. Quorum is constituted.

**Review and Approval of Minutes**

**MOTION** by Commissioner Hall to approve the minutes of the July 29, 2020 meeting.

**MOTION SECONDED** by Commissioner LaRocca. The motion was voted upon and **PASSED** unanimously without opposition or abstention.

**Public Hearing**

None

**Report of Inspector General**

**1. Vehicle Tracking Report**

Inspector General McClintock states the Vehicle Tracking Report was delivered in draft on November 19, 2019 with responses due January 15, 2020. Extensions were requested and granted until February 14, 2020. The final report was issued on April 1, 2020. Jeff Adolph presents the report. IG McClintock and Jeff Adolph field questions from the Commissioners and Jerry Sullivan regarding the Vehicle Tracking Report.

**2. Recommendation Tracker**

The IG and the Commissioners discuss the report follow-up process and amending the recommendation tracker.

### **3. Reports**

IG McClintock states the Department of Fire services Report responses are due August 26, 2020. Investigative Draft 2017-0017 has been issued to the parish recipients and their responses due back by September 11, 2020. The draft will be issued to non-parish recipients on September 11, 2020.

### **4. Annual Audit Plan**

The Annual Audit Plan will be issued by September 1, 2020. It will be presented at the next Ethics and Compliance Commission meeting.

### **5. Millage Renewal**

IG McClintock and Kim Chatelain met with the Parish Information Office regarding the millage renewal. The PIO will assist the JPOIG by making brochures and creating additional videos to educate the public prior to the election. The Quality Assurance Review report is scheduled to air at various times and dates on JPTV.

### **6. Information Requests**

The JPOIG has made 48 information requests as a result of the ordinance amendment in December 2019. Those requests have a cumulative waiting period of 252 working days or approximately 5.25 days per request.

### **7. Ethics Complaint**

Jerry Sullivan states there will be an ethics complaint hearing to be held at the next Ethics and Compliance Commission meeting on September 16, 2020.

### **New Business**

None

### **Next Meeting Date**

The next regular meeting is Wednesday, September 16, 2020 in the Personnel Room 204 at the Yenni Building.

**Adjournment**

**MOTION** by Commissioner LaRocca to adjourn. **MOTION SECONDED** by Commissioner Hall. The motion was voted upon and **PASSED** unanimously without opposition or abstention.

**MEETING ADJOURNED**