

**Minutes of Jefferson Parish Ethics and Compliance Commission**  
**Wednesday, July 19, 2023**  
**Council Chambers**  
**Joseph S. Yenni Building**  
**1221 Elmwood Park Boulevard**  
**Jefferson, LA 70123**

**Commission Members Present:**

Warren Bourgeois, III  
Cherie Kay LaRocca  
Chris Clement

**Commission Members Absent:**

Howard Maestri

**Call Commission Meeting to order**

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

**Review and Approval of Minutes**

**MOTION** by Commissioner LaRocca to approve the minutes of the May 17, 2023 meeting.

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

**Public Hearing**

None

**Inspector General Report**

**1. Budget**

IG Kim Chatelain presents the proposed 2024 budget which includes the addition of two full-time employees and two part-time employees. She presents the Commissioners with the Budget to Actual figures for 2023. IG Chatelain explains JPOIG annual employee raises and the implementation of a JPOIG pay plan, since her appointment. Jerry Sullivan asks about what services are paid out of budget line item, Professional Services. IG Chatelain discusses the

proposed amendments to the IG ordinance, including the inspector general applicant qualifications, elimination of term limits, reporting confidentiality, length of report response time, and OIG information access.

**Resolution No. 57** – To approve the 2024 JPOIG/JPECC shared budget for the allocation of the special tax levied for the operations of the Office of Inspector General and the Ethics & Compliance Commission. **MOTION** by Commissioner LaRocca to approve. **MOTION SECONDED** by Commissioner Clement. The motion was voted upon and **PASSED** without opposition and abstention.

**Resolution No. 58** - To approve the proposed amendments to the Jefferson Parish Inspector General Ordinance. **MOTION** by Commissioner Clement to approve. **MOTION SECONDED** by Commissioner LaRocca. The motion was voted upon and **PASSED** without opposition and abstention.

IG Chatelain recognizes Deputy Inspector General of Audit Erica Smith’s one-year anniversary and Gina Dabdoub’s nine-year anniversary with JPOIG. She introduces JPOIG’s newest hire, Madison Martin, who is the former Jefferson Parish Director of Accounting.

Jerry Sullivan states a letter has been sent by the Parish Administration to Xavier University requesting a list of new Commissioner candidates to replace Fr. Sidney Speaks, who resigned from the Ethics and Compliance Commission.

**New Business**

None

**Next Meeting Date**

The next regular meeting is scheduled for Wednesday, September 20, 2023.

**Adjournment**

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

**MEETING ADJOURNED  
at 5:51 pm**