

Minutes of Jefferson Parish Ethics and Compliance Commission
Wednesday, July 29, 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. Commissioner Maestri introduces Cherie Kay LaRocca as the new Commissioner selected to replace Sandra Joseph.

Public Hearing

None

Review and Approval of Minutes

MOTION by Commissioner Hall to approve the minutes of the June 17, 2020 meeting.
MOTION SECONDED by Commissioner Bourgeois. The motion was voted upon and **PASSED** unanimously without opposition or abstention.

Report of Inspector General

1. Reports

Inspector General McClintock explains the JPOIG reporting process for the benefit of the new Commissioner, Cherie Kay LaRocca. Dolores Hall questions IG McClintock about the delay in getting the Security Services Audit report out to the public. IG McClintock states there were delays due to having to subpoena various people and due to the reporting rules changed in Fall 2019. Commissioner Hall asks the IG to include the explanation for the timelines for future reports. The IG gives a brief explanation of the changes made to the OIG reporting process in December 2019. Susan Andrews presents the Security Services Audit. The Parish Administration acknowledged the process of securing the security services contract was not done

properly but no corrective action plan was submitted in response to the audit. Jerry Sullivan suggests after a report is issued, the Commissioners draft a letter to the Parish President and all Council Members acknowledging the review of the report, thanking them for engaging with the JPOIG and addressing the corrective action plan. Jerry Sullivan suggests a letter be drafted and reviewed by the Commission at the next ECC meeting regarding the Security Services Audit report. IG McClintock states the Fire Services Audit was delivered in draft on July 15, 2020 with responses due by August 26, 2020, if no response extensions are requested.

2. Recommendation Tracker

The IG reports a Recommendation Tracker was suggested by the Quality Assurance Review Committee in 2019. The Recommendation Tracker report is now live, on the website and updated regularly. The Recommendation Tracker lists each report and its corresponding questioned costs, if post report meetings were held, the responses received, the number of recommendations made, which recommendations were accepted and rejected and if corrective action plans was submitted and implemented.

3. Budget

IG McClintock reviews the line items within the proposed 2021 Budget for the ECC/JPOIG combined budget. He states the source of funding for the budget is from a .5 mill property tax with an expected revenue for 2021 of \$1,360,327.00. He states the combined Fund Balance as of 2019, is \$1,304,036.00. The IG reports JPOIG and ECC combined operating costs have gone slightly above revenue. The deficit is estimated to be at \$121,507.00, which does not include any possible interest earned.

Resolution 41 – A resolution acknowledging receipt and approval of the budget prepared by the Jefferson Parish Office of Inspector General for the allocation and sharing of the special tax levied for the operations of Office of Inspector General and Ethics and Compliance Commission. **MOTION** by Commissioner Bourgeois to approve. **MOTION SECONDED** by Commissioner LaRocca. The motion was voted upon and **PASSED** unanimously, without opposition or abstention.

4. Millage Renewal

Kim Chatelain presents to the Commissioners a letter from Alison Becknell of the Becknell Law Firm, which details the millage renewal language as it will appear on the ballot in November 2020. She covers state law which requires the proposition must be in question form, it cannot exceed 250 words, it must provide the details of the millage, it must list where the millage is getting collected, and must list the estimated value of the millage generated. Ms. Chatelain states the JPOIG hopes to roll out an aggressive education program on this millage. She also explains

how the millage figures were arrived at and provided by the Parish. Jerry Sullivan and the Commissioners discuss various ways of educating the voting public what the millage means.

5. Ethics Training

Kim Chatelain reminds the Commissioners of the requirements of annual ethics training and offers to conduct an ethics training class.

6. Information Requests

IG McClintock reviews the new information request process and the added delays it creates. He states the JPOIG is currently working with Councilman Bonano to address the issue.

7. Quality Assurance Review

The Inspector General states the Quality Assurance Review Committee issued their report and he has responded. He states the QAR committee will present it in a public meeting in August 2020.

Commissioner Maestri acknowledges the BGR vice president Stephan Stuart, former ECC Chair Carroll Suggs and Chris Cox in the audience.

Resolution 42 - A resolution regarding the Dedicated Service of Commissioner Sandra Joseph. **MOTION** by Commissioner Bourgeois to approve. **MOTION SECONDED** by Commissioner Hall. The motion was voted upon and **PASSED** unanimously, without opposition or abstention.

New Business

None

Next Meeting Date

The next regular meeting is Wednesday, August 19, 2020.

Adjournment

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

MEETING ADJOURNED