

**Minutes of Jefferson Parish Ethics and Compliance Commission  
Wednesday, June 20, 2018  
2nd Floor Council Chambers  
Joseph S. Yenni Building  
1221 Elmwood Park Boulevard  
Jefferson, LA 70123**

**Commission Members Present:**

Warren R. Bourgeois, III  
Howard Maestri  
Carroll W. Suggs

**Commission Members Absent:**

Dolores Hall

**Call Commission Meeting to order**

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

**New Commissioner**

Jerry Sullivan gives background on new Commissioner Dolores Hall.

**Review and Approval of Minutes**

**MOTION** by Commissioner Bourgeois to approve the minutes of the May 16, 2018 meeting.

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

**Public Hearing**

None

**Report of Commissioner Maestri**

Commissioner Maestri reports on the meeting between Keith Conley, Natalie Newton and himself regarding responses to JPOIG reports. Jerry Sullivan reviews the history of communications between the ECC and the Administration regarding participation and follow up to JPOIG reporting.

## **Consideration of Resolution**

Commissioner Suggs asks Jerry Sullivan to draft a resolution recognizing Paul LaRosa for his service on the Ethics and Compliance Commission.

## **Quality Assurance Review Committee**

Jerry Sullivan advises Commissioner Suggs to request Parish Council Chair Cynthia Lee-Sheng make Council appointee selection to the Quality Assurance Review Committee. Parish Administration and the ECC have already made their selections, Duke McConnell and Jim Letten, respectively.

## **Report of Inspector General**

### **1. Millage Advisory Committee**

IG McClintock reports no further information on the Millage Advisory Committee.

### **2. Staffing**

IG McClintock reports that one staff auditor has resigned and another comes on board in approximately two weeks.

### **3. Meetings**

IG McClintock reports Kim Chatelain conducted Records and Subpoena Request Training Class for JPOIG staff, in which CLE credits were received by attendees. IG McClintock attended Continuous Auditing and Monitoring Training in Baton Rouge. The JPOIG has attended and presented at Jefferson Parish new employee orientations regularly. Kim Chatelain attended the Jefferson Parish Council Meeting on June 6, 2018. Ms. Chatelain and Susan Andrews attended a meeting with Administration regarding proposed amendment to the Internal Audit Ordinance. Ms. Chatelain drafted final amendment which was adopted by the Council without opposition. On June 19, 2018, IG McClintock, Kim Chatelain and Susan Andrews attended and presented at a meeting of the Board of Parochial Employees Retirement System regarding the Jefferson Parish Finance Authority.

### **4. BP Funds**

Paul Lumpkin reports total interest posted to all accounts is \$753,000.00. In May 2018, total amount expended equals \$158,000.00, with 155,000.00 being expended by Council District 4.

**Next Meeting Date**

The next regular meeting is July 18, 2018.

**Adjournment**

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

**MEETING ADJOURNED**