

Minutes of Jefferson Parish Ethics and Compliance Commission
Wednesday, May 16, 2018
2nd Floor Council Chambers
Joseph S. Yenni Building
1221 Elmwood Park Boulevard
Jefferson, LA 70123

Commission Members Present:

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

Commission Members Absent:

None

Call Commission Meeting to order

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

Welcome to New Commissioner

Chairman Suggs welcomes new Commissioner Howard Maestri to the Board.

Review and Approval of Minutes

MOTION by Commissioner LaRosa to approve the minutes of the April 18, 2018 meeting.
MOTION SECONDED by Commissioner Bourgeois. The motion was voted upon and
PASSED without opposition or abstention.

Public Hearing

None

Report of Inspector General

1. Reports

Inspector General David McClintock introduces the JPOIG staff in attendance to

Commissioner Maestri. He reports the Vendor Audit is in process and about 75 percent complete. The New Era Audit is in process and about 50 percent complete. The Overtime Audit is ongoing and repetitive in order to compare overtime usage from year to year.

2. Meetings

IG McClintock and Kim Chatelain have met with Councilwoman Cynthia Lee-Sheng and staff regarding the Jefferson Parish Finance Authority. In house training sessions have been instituted. Ken Mahrle conducted training on AS 400 reporting. JPOIG staff began attending and presenting at the Jefferson Parish orientations. Kim Chatelain discusses mandatory Ethics training availability to attend classes.

3. Jefferson Parish Finance Authority Audit

IG McClintock reports that, at the April 25, 2018 Jefferson Parish Council Meeting, agenda item 66 was passed to implement a lease governing the space occupied by JPFA within the Yenni Building. He states the JPFA pension and civil service components are still pending. He has preliminarily met with the Administration regarding these issues and will continue to seek resolution. On May 15, 2018, IG McClintock and Kim Chatelain attended the Parish Personnel Board meeting and presented in regard to the JPFA civil service issue.

4. Jefferson Parish Lease Audit

IG McClintock and Susan Andrews met with Council members Lee-Sheng and Johnston, representatives from all other Council offices, the Parish Attorney's office and Keith Conley to discuss potential corrective actions relative to the Parish Lease Audit. The IG reports that by-product of this specific meeting was a verbal affirmation by those in attendance to meet regularly to develop corrective action plans for various reports and audits.

5. Surplus Vehicle Audit

IG McClintock reports that he and Susan Andrews met with Councilman Impastato regarding the Surplus Vehicle Moratorium handed down by the Council. The original Surplus Vehicle Audit issued in July 2015 generated no corrective action plans. This eventually led to the moratorium. Kim Chatelain met with Councilman Templet's office to provide options to comply with JPOIG Surplus Vehicle Audit findings and recommendations.

6. Senate Bill 487

IG McClintock testified at the House Committee on Municipal, Parochial and Cultural

Affairs relative to Senate Bill 487 introduced by Conrad Appel, which would give authority to JPOIG to investigate Jefferson Parish School Board. The Bill was involuntarily deferred in Committee.

7. Jefferson Parish Property and Casualty Insurance Program

IG McClintock attended the May 16, 2018 Council meeting and asked for a deferral of agenda Item 9, engagement of Daul Insurance Agency as insurance producer of record. The deferral was granted. JPOIG sought the deferral to conduct additional research to address concerns with the selection process.

8. Jefferson Parish Internal Audit Ordinance

IG McClintock and Kim Chatelain attended the May 16, 2018 Council Meeting and asked for a deferral of agenda Item 66, amending JPCO sections 2-162.3 relative to the duties of the Director of Internal Audit. The deferral was granted. JPOIG sought the deferral to define and delineate operational boundaries of the authority of the Director of Internal Audit.

9. BP Funds

The Inspector General reports no notable spending took place since last ECC meeting.

Next Meeting Date

The next regular meeting is June 20, 2018.

Adjournment

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

MEETING ADJOURNED