

Minutes of Jefferson Parish Ethics and Compliance Commission
Wednesday, May 19, 2021
Council Chambers
Joseph S. Yenni Building
1221 Elmwood Park Boulevard
Jefferson, LA 70123

Commission Members Present:

Howard Maestri
Warren R. Bourgeois, III
Dolores Hall

Commission Members Absent:

Cherie Kay LaRocca
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 April 21, 2021 meeting.
MOTION SECONDED by Commissioner Bourgeois. The motion was voted upon and
PASSED unanimously without opposition or abstention.

Public Hearing

None

Report of the Inspector General

1. Reports

Special Agent Jeff Adolph presents the Fire Extinguisher Certification Investigative Report. Office of Fire Services Bryan Adams addresses the Commissioners regarding new policies being implemented throughout the Parish regarding fire extinguishers. Greg Giangrosso, Jefferson Parish CAA, explains the Jefferson Parish and State of Louisiana contract procurement processes.

2. Meetings

IG McClintock states he attended the New Orleans Home Defense Foundation meeting. He virtually attended the Metropolitan Crime Commission meeting.

3. Inspections and Reviews

IG McClintock states he has reviewed the policies and procedures for the Inspections and Reviews division drafted by 1st Assistant IG Kim Chatelain. He has registered for the 2021 Association of Inspectors General Inspector / Evaluator course in an effort to understand the various models of an Inspections and Performance Review division.

4. BP

Deputy Inspector General of Audit Susan Andrews explains, in late 2020, the Parish changed the accounting methodology of recording valuation changes from an annual basis to a monthly basis. This change has resulted in a negative balance in earned interest. She explains it is a more accurate way of reporting and the numbers are valid.

5. Information Requests

IG McClintock states the average turnaround for information requests is approximately 5.2 days.

6. Quality Assurance Review

Jerry Sullivan asks IG McClintock if he knows when the Quality Assurance Review Report will be presented publicly. The IG states he was advised the draft copy should be issued to him very shortly.

7. Peer Review

IG McClintock states the Peer Review dates are set for October 25 – 27, 2021.

Howard Maestri asks if the OIG is on target with the proposed Audit Plan timeline. Susan Andrews states she does not have that information and would be able to address the question at the next ECC meeting.

Charter Advisory Board Meeting

IG McClintock states the Charter Advisory Board meeting is convened every ten years to study and review the Jefferson Parish charter and submit recommendations for revisions or changes to the charter. The topics of discussion covered, in relation to the OIG, were term limits, taxing authority and case time tracking. IG McClintock is not aware of any proposed amendments to the charter regarding the OIG as a result of the meeting.

New Business

Howard Maestri has spoken to Parish President Lee-Cheng and COO Steve LaChute about educating the ECC on various functions of the Parish Administration. He asks for the OIG recommendations tracker be updated. He requests an executive session to be scheduled for the June 16, 2021 ECC meeting.

Next Meeting Date

The next regular meeting is Wednesday, June 16, 2021.

Adjournment

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

MEETING ADJOURNED