

**Minutes of Jefferson Parish Ethics and Compliance Commission**  
**Wednesday, September 18, 2019**  
**2nd Floor Council Chambers**  
**Joseph S. Yenni Building**  
**1221 Elmwood Park Boulevard**  
**Jefferson, LA 70123**

**Commission Members Present:**

Warren R. Bourgeois, III  
Dolores Hall  
Howard Maestri  
Laura Donnaway (arrives 5:20)

**Commission Members Absent:**

Sandra Joseph

**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 Bourgeois to approve the minutes of the August 21, 2019 meeting.  
**MOTION SECONDED** by Commissioner Hall. The motion was voted upon and **PASSED** without opposition or abstention.

**Public Hearing**

None

**Report of Inspector General**

**1. Reports**

IG McClintock reports there is an investigative report out issued in draft July 1, 2019 with responses due on August 6, 2019. An extension was requested and granted until September 6, 2019. The JPOIG amended the draft report and an amended response was received on September 13, 2019. A confidential final report will be issued to the Commission. A follow up report is in process on the 2014-0029 Constables and Justices of the Peace. He reports 2017-0017 investigative report is in process. IG McClintock states audit 2017-0027 on security contracting and audit 2017-0042 on Council advertising and communications are in progress.

## **2. 2020 Audit Risk Assessment**

Susan Andrews presents the Annual Audit Risk Assessment for 2020. The Commissioners and Jerry Sullivan, Counsel for the Ethics and Compliance Commission, asks Ms. Andrews various questions about the 2020 Audit Risk Management Assessment.

## **3. Status Update of Investigation of Complaint made by the Administration with regard to the leased space of the Office of Inspector General**

Commissioner Bourgeois defers to Jerry Sullivan, Counsel for the Ethics and Compliance Commission, to report to the Commission the preliminary findings in regard to the complaint filed by Parish President Yenni on August 21, 2019. Mr. Sullivan reports on the details of the two JPOIG office space leases and build-out costs. He reports there will be more follow up and findings about this investigation presented at the next ECC meeting. The Commissioners ask Mr. Sullivan to provide a total time allocation spent on the matter. Mr. McClintock speaks about the history of the JPOIG office since inception, including the two office space leases and build out. Kim Chatelain speaks to the details of costs associated with owning vs leasing office space.

### **New Business**

**MOTION** by Commissioner Maestri to appoint Commissioner Bourgeois to act as the liaison between the ECC and the Parish Administration. **MOTION SECONDED** by Commissioner Hall. The motion was voted upon and **PASSED** without opposition or abstention.

### **Next Meeting Date**

The next regular meeting is October 16, 2019.

### **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**