

Minutes of Jefferson Parish Ethics and Compliance Commission
Wednesday, September 21, 2022
Council Chambers
Joseph S. Yenni Building
1221 Elmwood Park Boulevard
Jefferson, LA 70123

Commission Members Present:

Howard Maestri
Warren Bourgeois, III
Cherie Kay LaRocca

Commission Members Absent:

Dolores Hall
Fr. Sidney Speaks

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 LaRocca to approve the minutes of the August 24, 2022 meeting.
MOTION SECONDED by Commissioner Bourgeois. The motion was voted upon and
PASSED without opposition and abstention.

Public Hearing

None

Inspector General Report

1. Budget

Inspector General Kim Raines Chatelain states the Third Quarter Budget to Actual Report will be presented at the October 2022 ECC meeting.

2. Compliance

IG Chatelain states the Microsoft 365 active email migration was successfully completed and the archived emails are still in process of migration. She states all data was successfully moved to cloud storage and access. She has verified with the Jefferson Parish IT Director Jeb Tate, that the JPOIG firewall and security will also need to be updated. IG Chatelain reports that Deputy Inspector General of Audit, Erica Smith, is working on a new report release protocol to establish predictability for the office and the media, eliminate redundancies and reduce time frame between draft and final report issuance. Ms. Smith is also revising standard operating procedures

for the Audit department, in conjunction with converting the audit department over to yellow book.

3. Procurement

IG Chatelain reports the JPOIG is slated for new ATT service cutover within the next two weeks. She also reports the Column Case Management upgrades were originally quoted at \$83,000 but she has a new quote of \$53,000. She states she has executed a statement of work between the JPOIG and Column which includes cloud-based storage. Deputy Inspector General of Investigations, Jeffrey Adolph, presents the details of the Column upgrades.

4. Ordinance

IG Chatelain reports the proposed changes to the Jefferson Parish Council Ordinance to allow JPOIG access to AS 400 was canceled because access was restored to the IG and the data analyst.

5. Annual Work Plan

IG Chatelain states the Annual Work Plan was published on September 1, 2022 and released via various social media platforms.

6. Civic Outreach

IG Chatelain states she attended a BGR breakfast briefing on Jefferson Parish and the Metropolitan Crime Commission Law Enforcement Awards.

7. Social Media

IG Chatelain states the JPOIG continues report to the public via various social media outlets. She states the JPOIG continues to gain followers on social media.

8. Reports

IG Chatelain states she closed an ongoing Overtime Pay follow-up audit to allow for it to be reopened as a full audit under the newly implemented yellow book audit standards. She also closed an ongoing Water Accounts audit due to insufficient data. The remaining audits continue to be worked. The current 3 evaluations open continue to progress. IG Chatelain states the investigations department currently has 22 open intakes and 16 active cases. She states she has removed the recommendation tracker from the JPOIG website because the new upgrades to the Column Case Software system will allow the JPOIG to track future recommendations.

New Business

None

Next Meeting Date

The next regular meeting is Wednesday, October 19, 2022.

Adjournment

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

MEETING ADJOURNED