

SOUTH TANGIPAHOA PARISH PORT COMMISSION  
SPECIAL MEETING  
TUESDAY, MARCH 29, 2022 12:00 NOON  
110 W. Hickory Street  
CITYHALL ANNEX BUILDING

President Daryl Ferrara called the Special Meeting to order Tuesday, March 29, 2022 at 12:00 Noon.

President Ferrara gave the invocation keeping Ms. Muller in their prayers for a speedy recovery on health matters.

Commissioners Present: James Wes Daniels II, Daryl Ferrara, Wm. "Bill" Joubert, James Nelson and Jimmy Schliegelmeyer, Jr.

Commissioner Absent: Tina Roper

Others Present: Patrick Dufresne, Director; Andre Coudrain, and Robyn Pusey

It was moved by Commissioner Nelson and seconded by Commissioner Daniels that the Commission approve the Special Meeting Agenda, as presented. Motion passed. Call vote. Yeas: 5 Daniels II, Ferrara, Joubert, Nelson and Schliegelmeyer, Jr. Nays: 0 Absent: 1 Tina Roper

**OLD BUSINESS:**

1. *Administrative Assistant Update*

1. a) Resolution

Port Director Patrick Dufresne inform the Commissioners that at a prior STPPC meeting, March 8, 2022 that the Commissioners authorized him to seek and hire a person to fill the vacant Administrative Assistant position. It was requested by the Commission that the candidate he identified to fill the Administrative Assistant position attend this meeting to be interviewed in person by the Commissioners. Information relative to the candidate resume and qualifications was provided in the Commissioners meeting folders for their review and approval. The port director introduced the candidate Ms. Roby Pusey and she proceeded to give a personal history of her prior work experience and was in acceptance of what her job description may consist of at the time of her interview and also review of the STPPC Employee's Manual.

It was moved by Commissioner Schliegelmeyer, Jr. seconded by Commissioner Nelson that the Commission authorize the Port Director to hire an Administrative Assistant at the same salary with same Insurance benefits as offered to both current unclassified employees, State Group Benefits and enrollment into the LASERS (Louisiana State Employees Retirement System). Motion passed. Call vote: Yeas: 5 Daniels II, Ferrara, Joubert, Nelson and Schliegelmeyer, Jr. Nays:0 Absent: 1 Tina Roper

b) Resolution

The port director gave an update, as previously discussed at a prior meeting, relative to hiring the former Administrative Assistant as a consultant to train the new hirer and asked the port's legal counsel to follow-up on the legalities of his request.

Andre Courdrain the port's legal council gave an explanation relative to the Port being a State Agency and by law the State has a Civil Service Program, some employee's are in either Classified or Unclassified positions. The Commission now has their two employee's listed as Unclassified positions. And this should be known to all future employee's. The Commission has the ability to contract the former, Administrative Assistant, on a prt-time basis to help train the new hired. At the Commission's request, Andre Coudrain assured the Commission that he had doubled/tripled checked with a LASERS lawyer who confirmed that the former employee, can be re-hired by a contract with set fee per/hour hours per week ,without any benefit. A resolution for authorization to re-hire the former employee, was introduced by Secretary/Commissioner Daniels II.

It was moved Commissioner Joubert and seconded by Commissioner Daniels II that the South Tangipahoa Parish Port Commission Authorize the Port Director, Patrick Dufresne, to engage the former Administrative Assistant, Helen Muller, with an independent contract. The contract to state the fee per hour and hours work per week, not to exceed 10 hours per week. Providing a time sheet and hourly/weekly report. Motion passed. Call vote: Yeas: 5 Daniels II, Ferrara, Joubert, Nelson and Schliegelmeier, Jr. Nay:0 Absent: 1 Tina Roper

Remarks: It was moved by Commissioner Ferrara and seconded by Commissiner Nelson that the Commission changed the April meeting to Thursday, April 21, 2022 at 12:00 Noon. Motion passed. Yeas: 5 Daniels II, Ferrara, Joubert, Nelson and Schliegelmeier.jr. Nay: 0 Absent: 1 Tina Roper

Having no further business the meeting adjourned at 12:35 p.m.

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James "Wes" Daniels II, Secretary

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Daryl Ferrara, President