

SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY – WEST (SLFPA-W)
Administration Committee Meeting
Tuesday, October 8, 2024

The Administration Committee of the SLFPA-W met Tuesday, October 8, 2024, with the following members present: Mr. Gauthé, Chairman, Mr. Fogle, and Ms. Foster.

Mr. Gauthé called the meeting to order in the SLFPA-W Office Commissioners' Room, 7001 River Road, Marrero, Louisiana at approximately 3:30 P.M.

It was moved by Mr. Gauthé and seconded by Mr. Fogle to approve the agenda as presented.

There were no public comments.

It was moved by Mr. Gauthé and seconded by Ms. Foster to approve the minutes from the previous meeting dated September 10, 2024.

Mr. Bosch presented the check register for SLFPA-W, West Jefferson Levee District, and Algiers Levee District.

Mr. Bosch provided an update on the current budget. Mr. Gauthé recommended reevaluating miscellaneous income entries.

Mr. Bosch presented the financial statements for SLFPA-W, West Jefferson Levee District, and Algiers Levee District.

Mr. Bosch updated the Committee on the 2025-2028 fiscal agent agreement. He will contact Commissioners to form a committee to evaluate the fiscal agent proposals after the bid is closed.

Mr. Bosch updated the Committee on the upcoming Algiers Levee District (ALD) 2025 ad valorem adoption tentatively scheduled for the November 19, 2024 regular board meeting.

The Committee reviewed and approved the Commissioners' expense reports for payment.

Mr. Bordelon briefed the Committee on the draft of the Regional Director contract. It will be distributed to the Commissioners for review.

Mr. Noel briefed the Committee on current staffing and open positions.

Mr. Noel presented updates to the following SLFPA-W Employee Handbook policies to the Committee for review: #11-16-Ethics, #11-17-Equal Employment Opportunity (EEO), #11-18-Sexual Harassment & Discrimination, #11-19-Workplace Harassment, #11-20-Americans with Disabilities Act (ADA) for employees, and #24-43-ADA for public meetings.

After discussion, the Committee recommended approval of the proposed policy updates at the November 19, 2024 regular board meeting.

Mr. Noel will prepare a complete policy update schedule for the November 12, 2024 Committee meeting. Also, #11-02-Leave policy will be updated and presented to the Committee for review in November.

Mr. Fogle requested a timeline for execution of the Permit Policy, and Mr. Noel stated that the current goal is to have all Operating Permits in place by January 15th of 2025.

Mr. Noel presented the public education campaign proposal for the March 2025 West Jefferson Levee District (WJLD) millage renewal election. After discussion, the Committee recommended the following for approval at the November 19, 2024 regular board meeting: amend the Ehrhardt Group contract for an increase from \$48,000.00 to a not to exceed amount of \$100,000.00 for the fiscal year 2024-2025; and to increase the SLFPA-W Public Information 2024-2025 budget line item from \$48,000.00 to \$200,000.00.

Mr. Noel updated the Committee on the progress of the Records Management program.

Mr. Noel updated the Committee on the current SLFPA-W website status. He will meet with the current webmaster to discuss changes to the SLFPA-W website.

Mr. Noel briefed the Committee on the proposed Jazz Walkway lighting bid. The authorization to advertise the bid will be on the October 29, 2024 regular board meeting agenda for approval.

Mr. Bordelon provided legal updates.

Mr. Noel presented the Director's report, executive project tracking list, and capital projects list for the month of October.

Mr. Gauthé announced the next regularly scheduled Administration Committee meeting is Tuesday, November 12, 2024, at 3:30 P.M. in the Commissioners' Meeting Room at the SLFPA-W Office, 7001 River Road, Marrero, Louisiana.

There being no further business, Mr. Gauthé adjourned the meeting at approximately 5:25 P.M.