

SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY – WEST (SLFPA-W)
Administration Committee Meeting
Tuesday, November 12, 2024

The Administration Committee of the SLFPA-W met Tuesday, November 12, 2024, with the following members present: Mr. Gauthé, Chairman, and Mr. Fogle. Ms. Foster was absent.

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 Mr. Fogle to approve the minutes from the previous meeting dated October 8, 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. Bosch presented the 2025-2028 fiscal agent agreement proposals to the Committee for review. The Committee recommended the Board select Gulf Coast Bank & Trust Company as the fiscal agent and authorized depository bank for the SLFPA-W at the November 19, 2024 regular board meeting.

Mr. Noel and Mr. Bosch updated the Committee on the Algiers Levee District 2025 Ad Valorem. The non roll forward millage renewal for the Algiers Levee District will be an agenda item for approval at the November 19, 2024 regular board meeting.

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

Mr. Noel presented updates to the following SLFPA-W Employee Handbook policies to the Committee for review: #11-02 Attendance & Leave, #11-27 Grievance, #11-29 Dress Code, #11-30 Media Communications, #11-31 Removal of Records, and #11-37 Internal Controls. After discussion, the Committee recommended approval of the proposed policy updates at the November 19, 2024 regular board meeting.

Mr. Noel updated the Committee on the next steps in the March 2025 West Jefferson Levee District (WJLD) millage renewal election.

Mr. Noel presented the proposed 2025 Board and Committee schedules.

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

Mr. Noel and Mr. Bosch updated the Committee on the progress of the Records Management program. Mr. Fogle requested a document reflecting the projected goals and completion dates of the Records program at the December 17, 2024 Committee meeting.

Mr. Noel briefed the Committee on the ongoing SLFPA-W website updates. He will have a presentation of the website at the December 17, 2024 Committee meeting.

Mr. Noel updated the Committee on the Peters Road Stairs change order. A motion to authorize a Change Order in the amount of \$4,000.00 for the Peters Road Stairs Contract with C&C Machine, will be on the November 19, 2024 regular board meeting agenda.

Mr. Noel briefed the Committee on the Hurricane and Storm Damage Risk Reduction System (HSDRRS) design agreement discussions with SLFPA-W's federal, state, and local partners.

Mr. Bordelon provided a legal update.

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

Mr. Gauthé announced the next regularly scheduled Administration Committee meeting is Tuesday, December 17, 2024, at 2:00 P.M. in the Moreau Center – MC Conference Room– University of Holy Cross, 4123 Woodland Drive, Algiers, LA. There being no further business, Mr. Gauthé adjourned the meeting at approximately 4:56 P.M.