

SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY – WEST (SLFPA-W)
Administration Committee Meeting
Tuesday, July 23, 2024

The Administration Committee of the SLFPA-W met Tuesday, July 23, 2024, with the following members present: Mr. Gauthé, Chairman, and Ms. Foster. Mr. Fogle 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 Ms. Foster 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 June 11, 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 requested an analysis of West Jefferson Levee District (WJLD) expenditures. Mr. Bosch will compile the report.

Mr. Bosch briefed the Committee on the West Jefferson Levee District 2024 Millage renewal. The millage renewal will be presented to the Board for approval at the July 30, 2024 regular board meeting. Mr. Gauthé requested the annual millage renewals be presented to the Commissioners with sufficient time to consider and execute all options.

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

Mr. Noel updated the Committee on the status of capital projects.

Mr. Noel presented the Authorization for Expenditure (AFE) worksheet requesting the purchase of one Hagglund's motor to replace an existing motor for the Harvey Canal Sector Gate in an amount not to exceed \$45,000.00. The proposed AFE will be presented to the Board for approval at the July 30, 2024 regular board meeting.

Mr. Noel briefed the Committee on the proposed West Closure Complex (WCC) change order to the Prime Controls contract of the West Closure Complex PLC Replacement

project. This change order will include the installation, configuration, and programming of FactoryTalk Machine Edition on all eleven (11) Pump Unit Control Panel (PUCP) tablets by Prime Controls, in an amount not to exceed \$35,000.00. The proposed change order will be presented to the Board for approval at the July 30, 2024 regular board meeting.

Mr. Cali updated the Committee on the SLFPA-W permit policy draft and timeline. Mr. Cali will present the draft policy for review to the legal team, and then to the Administration Committee at the August 13, 2024 meeting.

Mr. Cali updated the Committee on the upcoming draft of the SLFPA-W 5-year Strategic Plan. Mr. Gauthé and Ms. Foster requested a timeline for the project, and a time cycle for reviewing and updating the Strategic Plan. Mr. Cali will have a proposal with a timeline and projected cost at the August 13, 2024 Administration Committee meeting.

Mr. Cali and Mr. Noel briefed the Committee on the proposed updates to the following SLFPA-W Employee Handbook policies: #11-13 Per Diem, #11-14 Family and Medical Leave Act (FMLA), #11-22 Violence Free Workplace, #11-23 Firearms. After discussion, it was moved by Mr. Gauthé and seconded by Ms. Foster to recommend the proposed updates to the Board for approval at the July 30, 2024 regular board meeting.

The Committee suggested more frequent reviews of the policies to be consistent with Civil Service updates.

The Committee reviewed and approved the employee tuition reimbursement request.

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

Mr. Bordelon provided a legal update.

Mr. Pickering provided a legal update.

Mr. Cali presented the Director's report of activities for the month of July.

Mr. Gauthé announced the next regularly scheduled Administration Committee meeting is Tuesday, August 13, 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 4:59 P.M.