

SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY – WEST (SLFPA-W)
Administration Committee Meeting
Tuesday, September 10, 2024

The Administration Committee of the SLFPA-W met Tuesday, September 10, 2024, with the following members present: Mr. Gauthé, Chairman, Mr. Fogle, Ms. Foster. Mr. Burke also attended the meeting.

Mr. Gauthé called the meeting to order in the SLFPA-W Office Commissioners' Room, 7001 River Road, Marrero, Louisiana at approximately 3:34 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 August 13, 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 the General Liability refund move from the miscellaneous income line to expense account line.

Mr. Fogle requested the budget lines for payment be coded to reflect trends from the previous year.

Mr. Bosch updated the Committee on the upcoming fiscal agent agreement Request for Proposals (RFP). The advertisements for proposals begin September 25, 2024, and the submission deadline is October 18, 2024. The RFP will be an item for approval at the November 2024 regular board meeting. Mr. Gauthé requested a copy of the next quarterly Market Value reports.

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

Mr. Noel presented proposals for the following: the newly revised SLFPAW organizational chart, and the position descriptions for Regional Director, Deputy Director, and Levee Operations Superintendent. The Committee concurred with the proposals for the newly revised organizational chart and revised Deputy Director position. The proposals will be items for approval at the September 17, 2024 regular board meeting.

Mr. Noel updated the Committee on the proposed vehicle purchase of one (1) Ford F-450 Diesel Regular Cab & Chassis with mechanic body, heavy duty service truck crane and associated items in an amount not to exceed \$140,000.00 to replace unit 3096. The vehicle purchase will be an item for approval at the September 17, 2024 regular board meeting.

Mr. Noel presented the proposed newly revised SLFPAW Permit Program policy. Mr. Fogle suggested the business permit fee be reinstated into the new policy. After discussion and review, the Committee agreed to recommend the newly revised SLFPAW Permit Program policy, with the fee reinstatement for businesses, to the Board for approval at the September 17, 2024 regular board meeting. Ms. Foster recommended reviewing the policy in six months to identify any issues or necessary updates.

Mr. Noel briefed the Committee on the SLFPA-W Strategic Plan proposals from Strategic Instincts and Trepwise. The Committee recommended Strategic Insights. The Strategic Instincts proposal will be items for approval at the September 17, 2024 regular board meeting.

Mr. Gauthé requested all SLFPAW policies and bylaws be placed on an annual review schedule reflecting effective dates. Employee handbook policies will be reviewed at the October 8, 2024 Admin meeting.

Mr. Noel updated the Committee on the records management program and progress. The Committee reviewed the list of all active Agreements and Contracts.

Mr. Noel updated the Committee on the current SLFPA-W website proposals. Ms. Foster suggested tailoring the SLFPAW website for visitors. Mr. Noel will research website design companies and report to the Committee at the October 8, 2024 meeting.

The Committee reviewed and approved employee training and education requests.

Mr. Bordelon briefed the Committee on the Reinvesting in America's Shoreline Economies & Ecosystems ("RISEE") Act, and the ALBL resolution for HB 300. The resolution for HB 300 will appear as a motion for approval at the September 17, 2024 regular board meeting.

Mr. Pickering provided an update on the State of Louisiana vs Department of Homeland Security, and the millage tax renewal election preparation.

Mr. Noel presented the Director's Executive Tracking list, and capital projects update, for the month of September. The Committee will review and provide feedback for the Executive Tracking list.

Mr. Gauthé announced the next regularly scheduled Administration Committee meeting is Tuesday, October 8, 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 5:48 P.M.