



EXECUTIVE COMMITTEE MEETING

July 26, 2012

Minutes

Call to Order: 8:30 a.m.

Attendance: Manny Blanco, David Colvin, Bruce Dantin, Jim Garvey, Dr. Vinicio Madrigal, Lynda Nugent-Smith, Paul Rivera, Stan Salathe

Staff: Lucien Gunter, Scott Rojas, Dottie Stephenson, Penny Weeks

Absences: Joe Ewell, Greg Jordan, Steve LaChute, Mike Rongey

Attorney: Reed Smith – Parish Attorney

Guests: Cherreen Gegenheimer

I. Amended Agenda:

Accrued Sick Leave Donation Policy - Chairman, Jim Garvey

Chairman Garvey asked for a motion to amend the agenda to include a new item called Accrued Sick Leave Donation Policy. Stan Salathe motioned to approve amending the agenda; seconded by Lynda Nugent-Smith. The motion passed unanimously.

The Parish Attorney reminded the Board of the proper procedure for posting and amending the agenda. Lynda Nugent-Smith motioned; seconded by Dr. Vinicio Madrigal, that rather than waiting 30 days the Board should discuss and vote today and then ratify at the next meeting after legal review.

After the Board discussed the proposed JEDCO Accrued Sick Leave Donation Policy, Lynda Nugent-Smith motioned to approve the employees continuing to work on this [policy], and pending legal review the board will approve the final [policy] at the next meeting. The motion was seconded by Manny Blanco and passed unanimously.

II. Chairman Jim Garvey

• Welcome Guest

Cherreen Gegenheimer was welcomed to the meeting.

- **Approval of Board Absences**

Dr. Vinicio Madrigal motioned to excuse Joe Ewell, Greg Jordan, Steve LaChute and Mike Rongey; seconded by Manny Blanco. The motion passed unanimously.

- **Approval of JEDCO Board of Commissioners Minutes for June 28, 2012**

Dr. Vinicio Madrigal motioned to approve the minutes; seconded by Manny Blanco. The motion passed unanimously.

- **Status Report on Building Issues**

HVAC - Dottie Stephenson stated that the expert's report regarding the HVAC issues had been received and a meeting is scheduled for Monday with Perez, Woodrow Wilson and all related subcontractors to discuss said report.

Courtyard – Scott Rojas reported that the contractor would start again this Friday with grinding the blisters and removing the finish coating that had been applied several weeks ago. The contractor plans to use the same product and application process, but will closely monitor moisture issues along the way.

Adjourn as JEDCO and Convene as Forward Jefferson Corporation – Stan Salathe motioned to adjourn; seconded by Manny Blanco. The motion passed unanimously.

III. Annual Meeting Forward Jefferson Corporation – Chairwoman, Lynda Nugent-Smith

- **Approval of minutes for April 26, 2012**

Bill Peperone motioned to approve the minutes; seconded by Jim Garvey. The motion passed unanimously.

- **Resolution authorizing Change Order #1 to Triton Mechanical's Contract in the Amount of (\$600.00) – Dottie Stephenson**

Dottie explained that the original contract with Triton Mechanical in the amount of \$16,000 is being reduced by \$600.00 in Change Order #1 because air ductwork, grills, insulation and associated controls were not needed in office #10 of the incubator.

Dr. Vinicio Madrigal motioned to approve the resolution authorizing Change Order #1; seconded by Bill Peperone. The motion passed unanimously.

- **Election of Members and appointment of Officers**

Greg Jordan motioned to retain the current slate of officers and members. The motion was seconded by Dr. Vinicio Madrigal and passed unanimously.

Chairman: Lynda Nugent Smith

Vice Chair: Dr. Vinicio Madrigal

Treasurer: Bill Peperone

Secretary: Jim Garvey

Other members: Joe Ewell, Manny Blanco, Greg Jordan, Steve LaChute, Stan Salathe, John Tobler, Frank Trapani

Adjourn as FORJ – Manny Blanco motioned to adjourn; seconded by Bill Peperone. The motion passed.

IV. Reconvene as JEDCO: Unfinished and New Business – Chairman, Jim Garvey

- **Resolution authorizing Change Order #1 to Triton Mechanical's Contract in the Amount of (\$600.00) – Dottie Stephenson**

Dottie explained that the original contract with Triton Mechanical in the amount of \$16,000 is being reduced by \$600.00 in Change Order #1 because air ductwork, grills, insulation and associated controls were not needed in office #10 of the incubator.

Dr. Vinicio Madrigal motioned to approve the resolution authorizing Change Order #1; seconded by Lynda Nugent-Smith. The motion passed unanimously.

- **Resolution authorizing Certain Actions and Individuals to Perform Designated Functions required by State's CDBG Disaster Recovery Program – Dottie Stephenson**

Dottie presented the detailed resolution and supporting documents. Manny Blanco motioned to approve the resolution; seconded by Lynda Nugent-Smith. The motion passed unanimously.

- **Resolution authorizing JEDCO Executive Director on behalf of JEDCO as Owner of the Property to sign Re-subdivision Application for Land to be Leased to JPPSB – Dottie Stephenson**

Dr. Vinicio Madrigal motioned to approve the resolution; seconded by Manny Blanco. The motion passed unanimously.

- **Resolution authorizing contract between JEDCO and Roofing Solutions in the amount of \$22,995.70 for gutters and downspouts – Dottie Stephenson**

Dottie presented the resolution and explained that gutters and downspouts were needed to minimize the pooling of water in the courtyard and help prevent algae from growing on the stucco exterior walls.

Lynda Nugent-Smith motioned to approve the resolution; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Resolution authorizing contract between JEDCO and Boh Brothers in the amount of \$3,200.00 for roof discharge drainage work – Dottie Stephenson**

Dottie explained that Roofing Solutions does not believe that it is best equipped to handle the plumbing and drainage work beneath the building. Therefore, a proposal was solicited from Boh Brothers to connect the downspouts to the storm drainage system once the gutters and downspouts are installed.

Lynda Nugent-Smith motioned to approve the resolution; seconded by Manny Blanco. The motion passed unanimously.

- **H.R. 6026 – DREDGE Act of 2012 – Jerry Bologna**

Jerry presented the bill which was introduced by U.S. Representative Cedric Richmond. Jerry briefed the Board as to how the bill modifies the Water Resource Act of 1986. The Board was asked to take an official position in support of the bill. Manny Blanco motioned to support the bill; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

- **Resolution authorizing JEDCO to advertise for bids seeking janitorial services for the JEDCO Offices and the Business Innovation Center – Scott Rojas**

The current contract with R.B. Services of Louisiana will expire July 31, 2012. The Board was asked to approve the resolution authorizing JEDCO to seek janitorial services by the State bid process. Dr. Vinicio Madrigal motioned to approve the resolution; seconded by Manny Blanco. The motion passed unanimously.

- **Amendment to the existing Professional Service Agreement between JEDCO and RP Services of Louisiana to extend existing contract for 60 days – Scott Rojas**

While the State bid process is underway for janitorial services, and until a lowest overall bidder can be secured, Scott requested approval of Amendment #1 to the Professional Service Agreement which extends the current janitorial service agreement with RP Services of Louisiana from July 31, 2012 to September 30, 2012. Dr. Vinicio Madrigal motioned to approve Amendment #1; seconded by Lynda Nugent-Smith. The motion passed unanimously.

- **International Trade Nomination – Lucien Gunter**

At the request of Governor Jindal, Lucien asked the Board to nominate two candidates for consideration to the Louisiana Board of International Commerce. Having three qualified JEDCO Commissioners willing to serve on the Governor's International Commerce Board (Mike Rongey, Dr. Vinicio Madrigal and Manny Blanco), Lynda Nugent-Smith motioned to nominate Dr. Vinicio Madrigal and Manny Blanco based on tenure. The motion was seconded by David Colvin and passed unanimously.

V. Executive Director Report – Lucien Gunter

- **Formal request for \$300,000 JEDCO funding – Lucien**

Lucien, JEDCO Commissioners and key business leaders met with the Parish President and Parish Council to formally request an additional \$300,000 in funding for 2013. Lucien expects to have an answer in 30 days.

- **Final Permitting report – Lucien**

Led by Lucien, the Permitting Committee gave their final report to President Young last week. The “My Permitting Now” software is on the August 8th Council agenda for approval.

- **Legal opinion from the Parish – Lucien**

A recent opinion from the Parish Attorney's Office stated:

- JEDCO can continue with the EDGE fundraising.
- The Jefferson Parish Attorney's Office cannot represent Forward Jefferson Corporation (FORJ). Lucien plans to schedule a meeting with President Young and Deborah Foshee to make an appeal.

- **Kenner Charter School – Lynda Nugent-Smith**

The official name of the school will be Discovery Health Sciences. Patti Glaser was hired to lead the school that will be opening on the East Bank in 2013 with grades 1 to 3 and 5 to 7. Plans are to open a school on the West Bank by 2014.

- **Major Prospect Update – Jerry Bologna**

Jerry presented the JEDCO Prospect Pipeline update, highlighting the most recent wins: Petrotech, Revolution Foods and Boomtown Casino. He also announced that Manny Blanco's company, "Atlantis International Inc." moved up the ranks of the Hispanic Business 500.

VI. Financial Report – Dottie Stephenson

- Monthly Financial Report

Manny Blanco motioned to accept the report as submitted; seconded by Dr. Vinicio Madrigal. The motion passed unanimously.

VII. Public / Other Comments

None

Adjournment – Dr. Vinicio Madrigal motioned to adjourn; seconded by Manny Blanco. The motion passed unanimously.



Greg Jordan, Secretary
JEDCO Secretary

(Minutes for July 26, 2012)