

MINUTES

SOUTH CENTRAL PLANNING & DEVELOPMENT COMMISSION BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, January 19th, 2023

A regular meeting of the Board of Commissioners for South Central Planning & Development Commission was called to order at approximately 10:30 a.m. on Thursday, January 19th, 2023, at Café JoJo's, Morgan City, LA.

Chairman Naquin called the meeting to order then D. Hanagriff led the Board in the Pledge of Allegiance.

Members present or represented by proxy were: J. Naquin, W. Reed, M. Arcenaux representing R. Animashaun, A. Chaisson, J. Jones, B. Raymond representing M. Jewell, E. Alexander, B. Billings, A. Shepherd representing P. Dufrense, D. Hanagriff, C. Vappie, D. Arthur, E. Foulcard, L. Dragna, R. Grogan, C. Pulaski representing G. Dove, L. Charles, ex-officio members D. Klingman, J. David representing Dr. J. Clune and M. McLean representing Dr. K. Strickland.

Staff members present were: K. Belanger, J. Foret, and E. Bergeron.

Members absent were: M. Atzenhoffer, J. Bouziga, B. Plaisance, K. Clement, M. Bellock, C. "Bub" Millet, S. Bourgeois, P. St. Pierre, J. Hotard, Dr. H. Hardy, C. Monica, C. Guidry, B. Hebert, D. Prevost, and A. Williams.

Guests present: K. Tregre and A. Lasserre of Bourgeois-Bennett, A. Tillman of Town of Baldwin, L. Levine of City of Franklin, and A. Cortez, R. Gardner, R. Karan, and E. Matte of T. Baker Smith.

The first item on the agenda was the Review and Acceptance of minutes of October 20th, 2022 Regular Meeting. ***It was motioned by D. Arthur, seconded by B. Billings to accept minutes of October 20th, 2022 Regular Meeting. There being no objections motion carried.***

Acceptance of Management Committee Minutes of January 13th, 2023 was the second item on the agenda. ***It was motioned by A. Chaisson, seconded by D. Hanagriff to accept the Management Committee Minutes of January 13th, 2023. There being no objections motion carried.***

The third item on the agenda was the Election of 2023 Officers. Before opening the floor to receive nominations Chairman Naquin informed the Commissioner's that Mayor S. Nosacka was not re-elected during the November Elections; therefore, the seat of Treasurer was vacant. He then opened the floor to receive nominations for Chairman of SCPDC's Board of Commissioners. ***It was motioned by E. Foulcard, seconded by B. Billings for SCPDC Board of Commissioners Officers to continue with the current officers: J. Naquin as Chairman, D. Hanagriff as Vice-Chairman, A. Chaisson as Secretary, and for the seat of Treasurer to be filled by E. Alexander. There being no objections or other nominations motion carried.***

Next on the agenda was the Review and Approval of the Financial Statement ending December 31st, 2022. K. Belanger reviewed the Financial Statement ending December 31st, 2022 and relayed the ending fund balance to date for SCPDC's General Fund was \$2,410,155.38. He stated the fund balance is very well. ***It was motioned by L. Dragna, seconded by E. Foulcard to approve the Unaudited Financial Statement ending December 31st, 2022. There being no objections motion carried.***

K. Tregre of Bourgeois-Bennet presented SCPDC's FY2022 Financial Report. He reported there were no deficiencies found in internal control as well as no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. ***It was motioned by L. Charles, seconded by D. Arthur to accept SCPDC's FY2022 Financial Report as presented. There being no objections motion carried.***

Next, R. Noel gave a brief presentation on roof covering discussions with the Louisiana Insurance Commissioner's Office. He briefed upon the new International Residential Codes of 2021 which took effect as of January 1st, 2023. To better protect roofs from moisture it is now mandatory that flashing be installed in a manner that prevents moisture from entering walls and roofs through joints in copings. However, many jurisdictions within the state of Louisiana do not require a permit or an inspection for re-roofs. This makes it difficult for the State to report to the Insurance Companies that the new roofs on older structures have been fortified and protected from weather elements. Mr. Noel requested the Commissioner's to encourage their jurisdictions to require inspections/permits on re-roofing structures. Discussion ensued.

Personnel Policy Amendment regarding the Holiday Policy was agenda item seven. K. Belanger explained how the Commission has employees located at the City of Baton Rouge which work on SCPDC's behalf. There are times throughout the year that their holidays are not aligned with the office in Houma. This policy amendment would help to remedy the conflicting holiday schedules. ***It was motioned by L. Dragna, seconded by R. Grogan to approve the Personnel Policy Amendment Notation to Holiday Policy within the Fringe Section of the Personnel Policy. There being no objections motion carried.***

Agenda item eight was Pay Plan Amendments: Job Descriptions. Three new job descriptions have been added to the Pay Plan: Apprentice, Carpenter I, Carpenter II, Carpenter III, and Foreman. ***It was motioned by A. Chaisson, seconded by E. Alexander to approve the Pay Plan Amendments. There being no objections motion carried.***

Resolution declaring various equipment as surplus property and authorizing the CEO to appropriately dispose of said equipment and setting the minimum acceptable bid for the sale of equipment declared as surplus. ***It was motioned by E. Foulcard, seconded by W. Reed to accept the resolution declaring various equipment as surplus property and authorizing the CEO to appropriately dispose of said equipment and setting the minimum acceptable bid for the sale of equipment declared as surplus. There being no objections motion carried.***

Resolution authorizing the CEO, Kevin P. Belanger, to amend the SCPDC budget to accommodate SCRACH, authorizing the Chairman of SCPDC Board of Commissioner's to sign the Cooperative Endeavor Agreement between SCPDC and SCRACH, and authorizing the CEO, Kevin P. Belanger or CFO, Julie Foret, to sign SCPDC bank documents relative to SCRACH. ***It was then motioned by L. Dragna, seconded by E. Foulcard to approve the Resolution authorizing the CEO, Kevin P. Belanger, to amend the SCPDC budget to accommodate SCRACH, authorizing the Chairman of SCPDC Board of Commissioner's to sign the Cooperative Endeavor Agreement between SCPDC and SCRACH, and authorizing the CEO, Kevin P. Belanger or CFO, Julie Foret, to sign SCPDC bank documents relative to SCRACH. There being no objections motion carried.***

Item eleven was the Ratification of New Member to the RLF/RCF Administration Board. Mr. Steve Nosacka of St. James Parish Economic Development was appointed to the RLF/RCF Administration Board by St. James Parish. ***It was motioned by L. Dragna, seconded by E. Foulcard to ratify Mr. S. Nosacka to the RLF/RCF Administration Board. There being no objections motion carried.***

Under Other Business, K. Belanger announced that SCPDC has received an award letter from LA OCD where the agency will receive \$62million to assist business that were affected by Hurricane's Laura, Delta, Ida and the May 2021 Floods. He relayed that SCPDC is waiting for EDA to create the transfer document for the transfer of the Gloria Switch Building in Lafayette to APC. He thanked all who attended the 50th Anniversary Celebration.

Chairman Naquin stated that the SCPDC Newsletter were in the meeting packets for all to read at their leisure. Also, it has been emailed to all Commissioner's.

Next meeting date has been set for Thursday, April 20th, 2023 in Terrebonne Parish, location to be determined.

Corporate Sponsor was T. Baker Smith.

There being no other business to discuss, ***it was motioned by A. Chaisson, seconded D. Arthur to adjourn the meeting. There being no objections motion carried.***

As duly authorized officers of South Central Planning and Development Commission, Board of Commissioners, we do hereby certify that the above and foregoing is the official version of the minutes of the meeting of the Board of Commissioners held on January 13th, 2023.

Jeff Naquin, Chairman
South Central Planning & Development Commission

Archie Chaisson, Secretary
South Central Planning & Development Commission