

MINUTES

SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION BOARD OF COMMISSIONERS MEETING

Thursday, February 5, 2009

A regular meeting of the Board of Commissioners for South Central Planning and Development Commission was called to order at approximately 10:45 a.m. on Thursday, February 5, 2009, at Ellendale Country Club, Houma, Louisiana.

Chairman D. Hymel called the meeting to order and requested roll call. Members present or represented by proxy were K. Torres representing M. Triche, W. Reed, R. Animashaun, C. Chaisson representing C. Randolph, M. Atzenhoffer, C. Caillouet, R. Champagne, T. Vial representing V.J. St. Pierre, A. Tregre, D. Hymel, M. Claudet, and A. Williams. Members absent were C. James, C. Randolph, J. Bouziga, B. Raymond, Sr., W. Hubbard, K. Brass, H. Bourgeios, and R. Scott. Staff members present were K. Belanger, J. Boudreaux, M. Cazaboun, R. Hutchinson, M. Wich, and E. Bergeron. Guests in attendance were: R. Doucet of Lafourche Parish Council, M. Ferdinand of TEDA, K. Marousek of St. Charles Parish, P. Gordon of Terrebonne Parish Consolidated Government, D. Morvant, B. Beals, and C. Collins of Oil Mop, and J. Christensen.

K. Belanger introduced and welcomed guests to the meeting.

It was moved by M. Atzenhoffer, seconded by T. Vial to approve the minutes of January 22, 2009. Motion carried.

Chairman Hymel introduced the second item on the agenda for discussion: the Election of Officers. Chairman Hymel opened the floor to nominations for Chairman. M. Claudet motioned to nominate D. Hymel as Chairman, seconded by R. Champagne. There being no other nominations R. Champagne motioned for nominations to be closed, seconded by T. Vial. Motion passed. D. Hymel was re-elected as Chairman.

Next, Chairman Hymel opened the floor to nominations for Vice-Chairman. R. Champagne motioned to nominate M. Claudet as Vice-Chairman, seconded by A. Williams. There being no other nominations R. Champagne motioned for nominations to be closed, seconded by T. Vial. Motion passed. M. Claudet was re-elected as Vice-Chairman.

Final request for nominations was for Secretary-Treasurer. R. Animashaun motioned for M. Atzenhoffer as Secretary-Treasurer, seconded by R. Champagne. There being no other nominations R. Champagne motioned for nominations to be closed, seconded by W. Reed. Motion passed. M. Atzenhoffer was re-elected as Secretary-Treasurer.

Second Item on the agenda for discussion was the confirmation of new Board appointments. K. Belanger explained the reapportionment of the SCPDC Board of Commissioners which took effect after the previous Board meeting held October 16, 2008. The makeup of SCPDC's Board of Commissioners has expanded to 32 members, thus adding 8 new members to the Board. Lafourche Parish received an additional member, St. Charles Parish an additional 2 members, St. John the Baptist Parish received an additional member, and Terrebonne received an additional 4 members. Six newly appointed members have been nominated for ratification to the

SCPDC Board of Commissioners. Terrebonne Parish has appointed five new members; Marvin Marmande, Jr., Leroy Charles, Troy Cloutier, Al Badeaux, and Drake Pothier. St. James Parish has appointed one new member; Michael Guillot, Jr. It was motioned by A. Williams, seconded by M. Atzenhoffer to confirm the six new members to the SCPDC Board of Commissioners. Motion passed.

Next item on the agenda was the Ratification of Management Committee Minutes of January 22, 2009. It was motioned by T. Vial, seconded by W. Reed to ratify the minutes of January 22, 2009. Motion carried.

The fourth item for discussion was the review and approval of the Financial Statement ending November 30, 2009. K. Belanger gave an overview of the financial statements. He also briefed the members on incoming revenues. He reassured the members SCPDC was financially sound. Discussion ensued.

Chairman Hymel introduced the topic of a COLA increase for SCPDC employees. He and the other members of the Management Committee discussed the issue at length during their meeting on January 23, 2009. They agreed to bring the subject to the Board for discussion and review. Chairman Hymel turned the floor over to K. Belanger who briefed the Board on the current CPI and SPI statistics. He implored the members to take into consideration the efforts and strides SCPDC's employees are making and have made. Also, he suggested adopting a policy which would place COLA's as a line item in future proposed budgets. Discussion ensued.

After much discussion, M. Atzenhoffer motioned to include in the budget process, a separate line item for a COLA, with the COLA percentage listed as the Southern Average CPI as listed by the Bureau of Labor, seconded by R. Champagne. Motion passed.

Discussion continued to help members gain clarity on the proposed policy at hand. Chairman Hymel re-interrated that following the Southern Average CPI will help to set bench marks when preparing future budgets. Again, he reassured the Board this policy will be reviewed every year.

M. Atzenhoffer motioned for the policy verbiage to include, if CPI is negative, COLA to be 0%, seconded by R. Champagne. Motion passed.

Final policy will read as follows: In the budget process, a separate line item for a COLA, with the COLA percentage listed as the Southern Average CPI as listed by the Bureau of Labor, if CPI is negative COLA to be 0%.

Returning to the discussion of a COLA increase for SCPDC employees, T. Vial motioned for a 4% COLA adjustment to be given to SCPDC full-time employees, seconded by R. Animashaun. Motion passed.

One question was raised, when said adjustment will take effect. It was agreed upon for it to become effective next pay period.

Resuming discussions on the review and approval of the financial statement ending November 30, 2008, it was motioned by A. Williams, seconded by W. Reed to approve financial statement ending November 30, 2009. Motion passed.

The sixth item on the agenda for discussion was E-Permitting. K. Belanger introduced M. Wich to the Board. M. Wich briefed the Board on the strides which has been on the newly created and implemented E-Permitting system. Not all parishes are using this system as of yet. This new system not only saves time, it saves money as well for all parties involved. It's an environmental friendly process, at the moment it's 80% paperless and SCRCCC is striving for 100%. M. Wich introduced R. Hutchinson to the members. R. Hutchinson presented a PowerPoint presentation highlighting E-Permitting methodology and notable features. He extended an invite to all members to visit SCPDC and he will take them on a "virtual" tour of E-Permitting.

K. Belanger updated the Board on the Hurricane Co-Op Plan SCPDC is implementing.

Chairman Hymel introduced J. Christensen to the forum. J. Christensen spoke to the board on New Market Tax Cuts. He explained how the program was formed by the government and the purpose is to entice economic expansion. Discussion ensued on pursuing the implementation of this program. A. Williams expressed concern utilizing the program which J. Christensen presented when there is an organization within the Commission's region already offers CDE services. Discussion ensued.

M. Claudet motioned for SCPDC not to participate in applying as a CDE, seconded by A. Williams. Motion passed.

At this time, A. Tregre exited meeting.

Under the ninth item on the agenda, K. Belanger reminded the Board of open appointments on the RLF board and asked they consider appointing representation for each parish' open appointments. As of this meeting, there are six vacancies on the Loan Advisory Committee; 2 St. Charles, 2 Lafourche, 1 Assumption, 1 Terrebonne. Also, there are two vacancies on the Loan Administration Board; 2 St. Charles, 2 Lafourche.

At this time, A. Williams and R. Animashaun exited meeting.

K. Belanger updated the Board on the building expansion, a request has been sent in to the Legislation. April 22, 2009 the session begins and he promised to keep everyone informed on the progress of request.

Chairman Hymel suggested for all to read the Activity Agency Report when time permits.

Under Other Business, M. Cazaubon informed members of the new RPTA public transportation system which began on February 2, 2009. At this time, there are 3 buses that carry 12 passengers each in usage. However, a fourth bus carrying 10 passengers will be added. It's a great program that all involved is highly excited about.

Also, under Other Business K. Belanger offered for members interested in reviewing the evaluation on the East-West Corridor from Houma-Thibodaux to the Sunshine Bridge to do so after meeting. E. Bergeron had copies on hand for interested parties.

The Ethics workshop held in St. James by SCPDC was a success and those invited to attend are interested in more workshops. Participants critique the workshop and found they would like more time for Q and A. SCPDC staff is presently working on hosting another workshop during the summer months.

K. Belanger briefed the members on the new ethics law which took effect this past legislation. All public officials have a personal disclosure form in which they must fill out and turn into the state ethics board. At this time, SCPDC is composing a letter to each member explaining the requirements and offering assistance to any member having concerns.

During the upcoming legislation, St. Mary Parish will request to be included in the SCPDC.

Chairman Hymel introduced Corporate Sponsor, Oil Mop, Inc. Oil Mop is an oil spill clean up company. Their services span the entire SCPDC region and beyond. B. Beals presented a PowerPoint presentation on all services Oil Mop offers.

Chairman Hymel exited at this time.

At end of Oil Mop presentation, there being no other business to discuss, it was moved by M. Atzenhoffer, seconded by T. Vial to adjourn. 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 February 5, 2009.

Dale J. Hymel, Chairman
South Central Planning & Development Commission

Mark Atzenhoffer, Secretary/Treasurer
South Central Planning & Development Commission