

MINUTES

SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION BOARD OF COMMISSIONERS MEETING

Thursday, April 30, 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, April 30, 2009, at Sal's 90 West Seafood Restaurant, Boutte, Louisiana.

Chairman D. Hymel called the meeting to order and requested roll call. Members present or represented by proxy were S. Streams representing M. Triche, C. Randolph, M. Atzenhoffer, C. Caillouet, R. Champagne, V. J. St. Pierre, W. Bendetto, J. Boucvalt, D. Hymel, K. Brass, M. Guillot, M. Claudet, P. Gordon representing T. Cloutier, M. Marmande, Jr., and A. Badeaux. Members absent were C. James, W. Reed, R. Animashaun, J. Bouziga, B. Raymond, Sr., W. Hubbard, A. Tregre, H. Bourgeois, R. Scott, A. Williams, L. Charles, and D. Pothier. Staff members present were K. Belanger, J. Boudreaux, C. Curole, and E. Bergeron. Guests in attendance were: T. Watkins, Attorney at Law and M. Pellegrin of Bourgeois Bennett, LLC, and M. Lambert, St. Charles Parish Council.

Upon completion of roll call K. Belanger explained the change of quorum requirements. With the expansion of the Board, twelve members are now needed to be present in order to meet a quorum.

Chairman Hymel introduced the first item on the agenda for discussion; the ratification of new board members, W. Bendetto of St. Charles Parish and J. Boucvalt of St. John the Baptist Parish. K. Belanger introduced to the Board the newest members present who were ratified at the previous board meeting held in February.

Newly appointed board members are to be ratified only by the Appointment Committee which consists of the twelve highest elected officials from all parishes and municipalities of the Board of Commissioners. It was motioned by V.J. St. Pierre, seconded by C. Caillouet, to ratify W. Bendetto and J. Boucvalt to South Central Planning and Development Commission's Board of Commissioners. Motion carried.

Second item on the agenda was the acceptance of minutes of February 5, 2009 meeting. It was motioned by M. Atzenhoffer, seconded by P. Gordon to approve the minutes of February 5, 2009. Motion carried.

Chairman Hymel introduced the next item on the agenda for discussion, ratification of Management Committee Minutes of April 23, 2009. It was motioned by R. Champagne, seconded by M. Atzenhoffer to ratify the minutes of April 23, 2009. Motion carried.

The fourth item for discussion was the review and approval of the Financial Statement ending March 31, 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.

K. Belanger gave a brief overview of the FY09 Budget Adjustments presented. It was motioned by M. Atzenhoffer, seconded by C. Randolph to accept the FY09 Budget Adjustments. Motion carried.

C. Randolph and W. Bendetto entered meeting during the discussion of the FY09 Budget Adjustments, M. Lambert exited.

Chairman Hymel introduced M. Pellegrin of Bourgeois Bennett to the Board. She was invited to the meeting to present the FY08 Annual Audit. She explained the audit findings. The first finding was an Internal Control Issue due to an LED loan distribution that was subsequently voided. It was more of a timing issue than anything; it was nothing to fret about. The second finding was in reference to the audit report not being completed within six months of the close of the fiscal year. The tardiness of the audit report was not due to any faults of SCPDC, it was due to Hurricanes Gustave and Ike which struck the area in September. A continuance was granted, however, by state law Bourgeois Bennett is still required to report the finding even though it was not held against SCPDC. The third finding was a carry over from last year's audit. It pertains to the LED Grant and Loan Program. Due to the requirement changes within the grant program, Bourgeois Bennett anticipates this finding to clear itself up by the end of June 2009. However, she forewarned members, there may be an audit finding next year pertaining to this same issue. Ms. Pellegrin reassured the members that Bourgeois Bennett finds the Internal Control of SCPDC to be very strong.

Ms. Pellegrin gave a brief overview of the financial highlights. The largest area of growth was found in the Building Codes Department. There was an increase in the Governmental Activities due to the LED Small Business Recovery Loan and Grant Phase I Program as well. Discussion ensued.

It was motioned by P. Gordon, seconded by M. Marmande to accept the FY2008 Annual Audit. Motion carried.

Chairman Hymel introduced T. Watkins to the forum. He was invited to speak to the members on the new ethics law which recently took effect. Any individual on a Board of Commissioners must file a financial disclosure form. Mr. Watkins clarified issues pertaining to the disclosure form and the penalties if not filed in a timely manner. All forms are due in to the State Ethics Board by May 15, 2009. He offered his assistance to all members, if they have any questions or concerns at a later date. Discussion ensued.

R. Champagne exited meeting at this time.

The eighth item on the agenda for discussion was the Economic Assistance Programs. Chairman Hymel introduced C. Curole to the forum. C. Curole presented a PowerPoint presentation on said programs which SCPDC administers. He gave an insightful overview of each program; Business Recovery Grant and Loan, POLR, WLF Assistance, Cooperative Research, and the newly Gustave/Ike assistance programs. Discussion ensued.

The EPA application for Regional Air Quality Assessment was the next item on the agenda for discussion. K. Belanger explained the EPA's Non-Attainment Status Standards and how LDEQ has requested a change in methodology to allow measuring air quality in each parish separately. Monitored levels in March 2009 showed Lafourche

with a level of 0.077 ppm, St. John with a level of 0.078 ppm and St. Charles just in the moderate range at 0.074ppm. Other parishes under SCPDC that meet the standard are likely to be affected as well. The EPA plans to monitor air quality at the MSA level. In line with the LDEQ initiative, SCPDC will work the parishes to deveolop a Regional Voluntary Ozone Action Program. This program will meet Clean Air Act Requirements. Discussion ensued.

It was motioned by C. Caillouet, seconded by M. Atzenhoffer for SCPDC to apply to EDA for a grant of \$500,000 to develop an Air Quality Action Plan for the Region. Motion passed.

Under Other Business, K. Belanger gave a brief overview of Legislative action taking place and upcoming events to be held in conjunction with SCPDC. Also, he requested the Board to consider the possibility of allotting a travel per diem for Board Members.

There being no other business to discuss, it was moved by M. Guillot, seconded by K. Brass 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 April 30, 2009.

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

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