

REGION 6 STEERING COMMITTEE

MEETING #2 MINUTES

Date: May 27, 2020 **Time:** 10:00-12:30pm

Location: South Central Planning and Development Commission Video Conferencing

Call to Order – 10:05 by Pat Gordon

I. Welcome

- Pat Gordon welcomed everyone to the second meeting. Cassie Parker went over housekeeping rules for the meeting. He stated the purpose of the meeting with an overview of the meeting agenda.
- Roll Call
 - Present Committee Members (14/17): David Weil, Jeff Naquin (Proxy for John Boudreaux), Andrew Barron, Maggie Talley, Amanda Voisin, Theo Sanders, Rickie Blake, Earl Matherne, Devin Foil, Kasey Courville, Pete Dufresne (Proxy for Marril McKarry), Tim Matte, Mart Black, Kevin Durbin
 - Absent: Scott Saunier, John Clark, Mark Ward
 - Other: Pat Gordon, Adam Lefort, Cassie Parker, Nicolette Jones, Allison DeJong, , Jennifer Gerbasi, Ann Guissing, Helen Waller, Risa Mueller, Chris Pulaski, Hilda Lott, Rawley Webber, Kyle Galloway, James Fountain,

II. Program Background, Goals, and Meeting Procedures

Background

- Pat Gordon went over the LWI Project Background.

Goals

- RSC Program Goals Slide
- The primary goals for year 1 for the RSC are Regional Steering Committee work plan, Watershed Project List, Decision-tracking document for Regional Steering Committee, and Reports outlining performance metric results. Year 2 deliverables are the Coalition Work Plan and Reports outlining performance metric results

III. Review and Adoption

Meeting Procedure

- Pat previously sent out the Procedures for the committee to review. Under the meeting procedures. Pat went over the sections in the procedures: background, purpose, open meeting laws, Pandemic events, duties and responsibilities, composition of committee, organization and structure, conflict of interest, procedural rules, amendment to procedure, and dissolution. Mart Black had a question about the difference between the coalition and the steering committee. Pat answered that the coalition will be formed through legislation that the committee will be the starting point. The RSC will stay intact until the Coalition. Nicolette Jones from OCD followed and stated that the RSC is charged with creating the long term coalition for water/floodplain management. It is up to the RSC to decide how the coalition wants to be. It should look at managing at regional level instead of local and state. Pat Gordon reminded if a member can't make the meeting, a letter should be sent to SCPDC from Parish President to appoint someone else. Pat opened up discussion for proxy votes, but there was none. Maggie Talley asked about clarification on Proxy/Designee, which Pat answered. Kevin Durbin asked about changing the procedures in the future, and Pat said it can be done by a majority vote.
- A motion to adopt the procedures was by Mart Black and seconded by Kevin Durbin. The procedures were adopted unanimously.

Meeting Minutes

- Pat went over the minutes from last meeting.
- A motion to accept the minutes was by Earl Matherne and seconded by Theo Sanders. The minutes were accepted by unanimous vote.

III. Election of Officers

Chair

- Mart Black was nominated by Tim Matte. Earl Matherne moved to close nominations and was seconded by Amanda Voisin. Mart Black was elected unanimously.

Vice Chair

- Kevin Durbin was nominated by Mart Black and seconded by Earl Matherne. Mart Black moved to close nominations and was seconded by Earl Matherne. Kevin Durbin was elected unanimously.

III. Work Plan Review and Adoption

Work Plan Overview

- Adam Lefort was introduced by Pat to go over the Work Plan. He stated the meetings are planned on the fourth Thursday of each Month until March 2021. The Main Goals for the Work Plan are to:
 - o Identify known risks and vulnerabilities and propose solutions in the region
 - o Discuss Regional Priorities and Develop Project Inventory
 - o Recommend projects for Round 1 Funding
 - o Review existing governance structure
 - o Propose and create a Coalition structure
 - o Mobilize Coalition Activities

Time Matte asked if there was a more simplified plan. Adam responded that this was a template by the State and was a more simplified version of the previous one. He explained the flow of the chart.

- A motion to adopt the Work Plan was by Kevin Durbin and seconded by Amanda Voisin. The Work Plan was accepted by unanimous vote.

IV. Committee Member Comments

Pat Gordon opened up discussion to any committee meeting comments.

- Kevin Durbin asked a question about Round 1 funding. Nicolette Jones responded that the State and HUD have not come to a final agreement yet. OCD is still waiting on action from HUD but expects for application period to open next month. Once announced, a press release and email will be sent. There will be a 3 month timeline from the announcement until the deadline.
- Maggie Talley asked about the inventory list and if there are any parameters or restrictions for the RSC list compared to Round 1 list. Nicolette Jones stated the inventory list is different and have no requirements to be CDBG eligible. The activities can be anything from infrastructure, planning, or studies. Qualifying projects can be narrowed down and guidelines established by the RSC. Nicolette mentioned a survey that the State has in development to input the proposed projects. The first draft of RSC inventory list is due by October 31. Maggie responded that wanting more information is essential in letting her constituents know what is eligible for when discussions begin about suggesting projects. Pat mentioned he had the same question with the State and the committee will look into future requirements.

Inventory List

- Pat went over the Preliminary Inventory List. The list was originally formed by the projects that were submitted in Round 1 and were eligible. Not all of these projects will be funded. The Preliminary List will be built upon with additional projects. Pat wants to meet with each parish to see what projects they want to add within the next month. Earl Matherne moved to accept and start with the Preliminary Inventory Project List and was seconded by Kasey Courville. The Preliminary Inventory List was accepted unanimously.

Round 1 Timeline

- Pat Gordon went over the Round 1 timeline. All these dates are tentative and may be pushed back. The deadline to submit project application asked back from Round I is July 2020. Awards announced for Statewide Projects is September 2020. Regional project selection due to OCD is October 2020

VII. Overview of Timeline and Closeout

Key Dates and Deadlines

- June- Discuss regional flood risk and vulnerabilities
- October- Submit a “Regional Project Inventory” to LWI
- November- Provide preliminary recommendation on preferred coalition structure to LWI

Next Steps

- Plan next meeting for June 25, 2020. It will have to be in the same format. For future meetings, we will look into having them at different locations around the Region. Maybe West Baton Rouge as a location for the July meeting.
- Review and Refine Inventory List for regional projects
- Complete and circulate minutes
- Incorporate comments and corrections to meeting minutes
- LWI Webinar

Upcoming Events

- September 14-17 - Managing Floodplain Development (LO273) through the National Flood Insurance Program (NFIP)
- October 2020 - State of Louisiana Floodplain Managers Conference in Houma
- May 28, 2020 - Louisiana Watershed Initiative Spring Update Webinar



At this time he opened up questions from the Public. There was none.

Meeting Adjourned: Motion to adjourn the meeting at 11:10 A.M by Earl Matherne and seconded by Maggie Talley.