

**MINUTES OF
SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY-EAST
FINANCE COMMITTEE MEETING
HELD ON AUGUST 27, 2015**

PRESENT: Jefferson M. Angers, Chair
Tyrone Ben, Committee Member
Lambert J. Hassinger, Jr., President

The Finance Committee of the Southeast Louisiana Flood Protection Authority-East (SLFPA-E or Authority) met on August 27, 2015, in Meeting Room 201, Orleans Levee District Franklin Administrative Complex, 6920 Franklin Avenue, New Orleans, Louisiana. Mr. Angers called the meeting to order at 10:05 a.m.

Opening Comments: None.

Adoption of Agenda: The agenda was adopted by the Committee as presented.

Approval of Minutes: The Committee approved the minutes of the Finance Committee meeting held on June 4, 2015.

Public Comments: None.

New Business:

A. Discussion of the establishment of a dedicated account at Louisiana Asset Management Pool, Inc. (LAMP) for the receipt and deposit of BP settlement monies and the transfer of \$500,000 from the LAMP account to the SLFPA-E Capital One Operating Account for cash flow and emergency reserve purposes.

Mr. Angers commented on the importance of cash flow and complimented staff for proposing this wise use of funds so that the SLFPA-E can ensure that the flow of business is not unnecessarily delayed by timing issues. He noted that the item was placed on the Board's agenda for consideration, subject to the approval of the Finance Committee. Robert Turner, SLFPA-E Regional Director, explained that the SLFPA-E has had difficulties ensuring that all of its obligations are met timely. The levee districts reimburse the SLFPA-E for an allocated share of operating expenses. Invoices must be issued to the levee districts, the invoices processed and checks issued to the SLFPA-E for reimbursement. It is anticipated that approximately half of the requested transfer will be used for cash flow for operations and half as an emergency reserve for unforeseen situations. Mr. Angers stressed that it would be important to continue to keep the SLFPA-E's receivables in check.

Mr. Ben offered a motion to recommend that the Board approve the establishment of a LAMP account and transfer of \$500,000 to the SLFPA-E Capital One Operating Account as requested for SLFPA-E cash flow and emergency reserve purposes.

B. Report on status of internal auditor position.

Nyka Scott, SLFPA-E Executive Counsel, explained that the Orleans Levee District (O.L.D.) established an Internal Auditor's position some time ago. The job description was updated and met Civil Service approval. Louis Capo will be detailed into the position effective Monday, August 31. Mr. Capo is a Certified Internal Auditor and held the position of O.L.D. Internal Auditor prior to Hurricane Katrina. He also held the position of Executive Director of the Non-Flood Protection Assets Management Authority and returned to the O.L.D. Flood Division as a General Account Manager.

C. Report on status of Authority Human Resources Director, Finance Director and Operations Director positions.

Ms. Scott explained that an issue regarding the title for the Human Resources Director position must be resolved and that changes to job descriptions at the levee district level must be accomplished before Civil Service can create the position. The goal is to resolve these issues within the next month so that the classified Civil Service position can be posted and advertised. Ms. Scott asked that Commissioner Ben assist with the review of the resumes when they are received. Ms. Scott explained that since the Internal Auditor position is being filled, she and Mr. Turner must review the job duties of the Regional Finance Director and Internal Auditor in order to avoid duplication. A meeting will be held with the President upon completion of the review and the Board advised regarding the results. The position of Operations Director has been approved by Civil Service. Nick Cali will be moved into the position after the Lake Borgne Basin Levee District's (LBBLD) layoff avoidance measures have been completed. Seven people have retired from the LBBLD. Mr. Turner advised that a job description is being developed for the position of Manager in lieu of Executive Director for the LBBLD.

D. Report on status of Grant Writer position.

Ms. Scott reported that the O.L.D. grant writer position (Contracts/Grant Reviewer) has been posted by Civil Service. Approximately 12 resumes have been received as of yesterday and will be reviewed. Work by the individual in this position performed on behalf of the SLFPA-E or other levee districts will be charged back as required.

E. Report on status of move of SLFPA-E offices to Lakefront Airport Terminal.

Wilma Heaton, SLFPA-E Director of Governmental Affairs, reported that the low bid for the construction of the buildout (floor, ceilings, walls, lighting, etc.) was submitted by Barre McNelly Investments, LLC in the amount of \$145,300. The approval of the award of the construction contract has been placed on the Board agenda. The target date for the move is November 1st. The total cost of the project is estimated to be under \$300,000, which includes architectural fees, construction, fiber optics, IT equipment, telephone equipment, moving company and some furnishings. She suggested that the Committee consider the use of some of the BP settlement funds to pay the cost of the project in lieu of charging back the levee districts. Mr. Angers commended the staff for bringing in the project under \$300,000.

There was no further business; therefore, the meeting was adjourned at 10:20 a.m.