

Minutes of Jefferson Parish Ethics and Compliance Commission

Wednesday, January 17, 2024

Council Chambers

Joseph S. Yenni Building

1221 Elmwood Park Boulevard

Jefferson, LA 70123

Commission Members Present:

Warren Bourgeois, III

Cherie Kay LaRocca

Chris Clement

Commission Members Absent:

Howard Maestri

Call Commission Meeting to order

Meeting called to order by Commissioner Bourgeois at 5:00 P.M. Roll call. Quorum is constituted.

Review and Approval of Minutes

MOTION by Commissioner LaRocca to approve the minutes of the November 15, 2023 meeting. **MOTION SECONDED** by Commissioner Clement. The motion was voted upon and **PASSED** without opposition and abstention.

Public Hearing

None

Inspector General Report

1. Budget

IG Kim Chatelain presents the JPOIG / JPECC 2023 fourth quarter budget to actual figures and reports approximately 168,000 dollars of budgeted funds was returned to the fund balance at the end of 2023. She states the JPOIG added a part-time intern and part-time auditor, filled an open agent position, hired general counsel, updated the case management system to include migrating all data to a secure cloud solution and deployed a findings tracker in 2023.

IG Chatelain reports the Evaluations department has been established and evaluations are underway. She states the JPOIG will hire an additional auditor in early 2024.

2. Reports

Assistant IG Jeff Adolph presents the Lafitte Barataria Crown Point Volunteer Fire Company report. IG Chatelain and Marta Schnabel respond to questions raised by Jerry Sullivan regarding the VFC report. IG Chatelain summarizes the JPOIG productivity in 2023 as having released three audit reports, one investigative report, lessons learned report and the annual report. She states there will be three reports published by the end of January 2024. IG Chatelain reports the new findings tracker has been implemented and replaces the old recommendation tracker which consumed too many man-hours. She states the findings tracker is now a part of the case management system and each case has verifiable findings, costs and status attached.

3. Ordinance

IG Chatelain reports the proposed Inspector General ordinance changes that was read into summary on the Parish Council meeting agenda in December 2023 and appeared on the January 2024 Council agenda to be deferred, was canceled. IG Chatelain asked the Council to have it read into summary at the February 7, 2024 Parish Council meeting.

Discussion of Advisory Opinion

Jerry Sullivan presents the details of an advisory opinion to be issued by the Jefferson Parish Ethics & Compliance Commission regarding compliance of open meetings laws for the Jefferson Parish Council meetings.

New Business

MOTION by Commissioner Clement to issue an advisory opinion regarding open meetings laws at Jefferson Parish Council Meetings. **MOTION SECONDED** by Commissioner LaRocca. The motion was voted upon and **PASSED** unanimously, without opposition or abstention.

Next Meeting Date

The next regular meeting is scheduled for Wednesday, March 6, 2024.

Adjournment

MOTION by Commissioner LaRocca to adjourn. **MOTION SECONDED** by Commissioner Clement. The motion was voted upon and **PASSED** unanimously without opposition or abstention.

MEETING ADJOURNED

at 6:05 pm

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