

MINUTES

BOARD OF TRUSTEES
JEFFERSON PARISH FINANCE AUTHORITY

REGULAR MEETING
GENERAL GOVERNMENT BUILDING
200 DERBIGNY STREET
COUNCIL CHAMBERS - SECOND FLOOR
GRETNA, LA 70053

Monday, March 18, 2019
10:30 A.M.

The Regular Meeting of the Board of Trustees of the Jefferson Parish Finance Authority was held on Monday, March 18, 2019, 10:30 A.M., General Government Building, 200 Derbigny Street, Council Chambers, Second Floor, Gretna, Louisiana 70053.

Mr. Gregory G. Faia, Chairman, called the meeting to order at 10:35 A.M. **Members Present:** Mr. Jackie Berthelot, Mr. Mitchell L. Boyter, Mr. Dennis DiMarco, Mr. Gregory G. Faia, Mr. Frank L. Muscarello, Ms. Marcy Planer, and Mr. Dalton Simmons. **Absent:** Mr. Lynwood Allemore

Others Attending:

NAME	FIRM
Valerie Brolin	Executive Director
Provino Mosca	General Counsel
Betty Earnest, Esq.	Becknell Law Firm
Shaun Toups	Government Consultants of Louisiana
Kent Schexnayder	Sisung Securities

The meeting opened with the Pledge of Allegiance and Invocation.

APPROVAL OF MINUTES

Motion was offered by Mr. Frank Muscarello, seconded by Mr. Jackie Berthelot, to approve the Jefferson Parish Finance Authority Minutes of March 7, 2019.

YEAS: (7)

NAYS: (0)

ABSENT: (1)

Mr. Lynwood Allemore

Motion carried unanimously.

TREASURER'S REPORTS / RECOMMENDATIONS

Motion was offered by Mr. Mitchell Boyter, seconded by Mr. Frank Muscarello, to approve JPFA Expenses Totaling \$37.49.

YEAS: (7)

NAYS: (0)

ABSENT: (1)

Mr. Lynwood Allemore

Motion carried unanimously.

PUBLIC ADDRESSES TO THE BOARD - There were no Public Addresses to the Board.

COMMITTEE REPORTS

Advertisement and Marketing Committee -

There were 23 communications from March 7, 2019 thru March 15, 2019. Report on file.

GENERAL REPORTS

Executive Director Report (Valerie Brolin)

Ms. Brolin reported regarding the start of the radio advertisements. She also reported her status with meetings and progress with the Finance Authority of St. Tammany Parish, as well as representatives with St. Bernard, St. Charles and Plaquemines Parishes.

Mrs. Brolin discussed upcoming lunch and learn opportunities she is hosting as well as the upcoming Freddie Mac road show.

Mrs. Brolin discussed the resolution regarding the HOME Program policy as well as the General Liability Policy resolution being taken from the floor.

Financial Advisor Report (Government Consultants of Louisiana)

Mr. Toups reported regarding industry interest rates and industry trends.

Bond Counsel Report (Becknell Law Firm)

Ms. Earnest had nothing to report but requested an update regarding JPFA interactions with Ochsner.

Underwriters Report (George K. Baum) (Sisung Securities)

Mr. Schexnayder reported regarding the status of potential collaboration with Ochsner.

APPROVALS -

1.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Mr. Dennis DiMarco:

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority (hereinafter the "Authority") amending the JPFA Policies and Procedures Manual adopted on December 17, 2018, with the addition and acceptance of the HOME Program Funds Wire Request Policy.

WHEREAS, the Jefferson Parish Finance Authority is a public trust established by the Jefferson Parish Council by a Trust Indenture dated February 9, 1979; and

WHEREAS, since the time of its inception, the Authority has instituted a variety of policies and procedures to govern the operations and work flow of the organization; and

WHEREAS, the Executive Director implemented missing policy and updated all policies and procedures in place to ensure compliance with the best practices set forth by the office of the Louisiana Legislative Auditor.

WHEREAS, a draft of the policies and procedures manual prepared by the Executive Director was presented to the members of the Board of Trustees; and

WHEREAS, at the recommendation of the Administrative Committee, Board of Trustees of the Authority adopted the JPFA Policies and Procedures Manual in its current form on December 6, 2018.

WHEREAS, the Policy and Procedures Manual will be amended to include any policy that the Executive Director deems necessary for the operation of the Authority; and

WHEREAS, the Policy and Procedure addressing the Authority's handling of HOME Funds Wire Requests outlines the process to be followed by the Authority's staff and is presented to the Board of Trustees for approval. A copy of which is attached hereto and made a part hereof as Exhibit "A."

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Jefferson Parish Finance Authority, acting as the governing authority, that:

SECTION 1. The Board hereby adopts the new Home Program Funds Wire Request Policy and accepts it as an amendment and addition to the new JPFA Policies and Procedures manual.

SECTION 2. The Board hereby desires that the new Home Program Funds Wire Request Policy take effect immediately.

Yeas: 7 Nays: 0 Abstain: 0 Absent: 1
Mr. Lynwood Allemore

This Resolution was declared adopted on the 18th day of March, 2019.

2.

On Motion of Mr. Frank Muscarello, seconded by Mr. Mitch Boyter, the following resolution was offered:

A resolution approving and accepting the purchase of the attached Commercial General Liability and Property Insurance Policy, submitted by Daul Insurance, Inc., as Agent for Scottsdale Insurance Company, at a cost not to exceed of \$ 1,231.99, for the period of 3/18/19 through 3/18/20.

BE IT RESOLVED that The Jefferson Parish Finance Authority does hereby approve and accept the insurance policy submitted by Daul Insurance, Inc., as Agent for Scottsdale Insurance Company, for the purchase of the attached Commercial General Liability and Property Policy, for the period of 3/18/19 through 3/18/20, at a total cost not to exceed \$1,231.99.

BE IT FURTHER RESOLVED that Valerie W. Brolin, Jefferson Parish Finance Authority Executive Director, be and hereby is authorized to execute the attached

Commercial General Liability and Property Insurance Policy between The Jefferson Parish Finance Authority and Daul Insurance, Inc., as Agent for Scottsdale Insurance Company, covering the period of 3/18/19 through 3/18/20.

Yeas: (7)

Nays: (0)

Absent: (1)

Mr. Lynwood Allemore

The resolution was declared to be adopted on this 18th day of March, 2019.

The March 18, 2019 Board of Trustees of the Jefferson Parish Finance Authority meeting adjourned at 11:05 A.M.