

MINUTES

BOARD OF TRUSTEES
JEFFERSON PARISH FINANCE AUTHORITY

TELECONFERENCE

Conference Call Number: 1-504-291-9147

Conference ID: 770 906 742#

Email for Public Comment: finanaceauthority@jpfinanceauthority.com

Monday, June 1, 2020
10:30 A.M.

The Regular Meeting of the Board of Trustees of the Jefferson Parish Finance Authority was held on Monday, June 1, 2020, 10:30 A.M. via teleconference.

Mr. Gregory G. Faia, Chairman, called the meeting to order at 10:30 A.M. **Members Present:** Mr. Lynwood Allemore, Mr. Jackie Berthelot, Mr. Mitchell L. Boyter, Mr. Dennis DiMarco, Mr. Gregory G. Faia, Mr. Frank L. Muscarello, Ms. Marcy Planer, and Ms. Carol W. Smith.

Others Attending:

NAME	FIRM
Ruth Walker	Executive Director
Provino Mosca	General Counsel
Betty Earnest, Esq.	Becknell Law Firm
Shaun Toups	Government Consultants of Louisiana
Angela Fyssas-Lear	Hancock Whitney Bank
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. Mitch Boyter, to approve the Jefferson Parish Finance Authority Minutes of May 18, 2020.

YEAS: (8)

NAYS: (0)

ABSENT: (0)

Motion carried unanimously.

TREASURER'S REPORTS / RECOMMENDATIONS

Motion was offered by Mr. Mitchell Boyter, seconded by Mr. Dennis DiMarco, to approve JPFA Expenses Totaling \$3,040.01.

YEAS: (8)

NAYS: (0)

ABSENT: (0)

Motion carried unanimously.

PUBLIC ADDRESSES TO THE BOARD – The Board allowed 5-minutes for all Public Addresses. There were no Public Addresses sent in by email and no on called into the meeting.

COMMITTEE REPORTS

Administrative Committee -

The Board decided to have an Administrative Committee meeting on Monday, June 8, 2020 at 10:30 A.M. to discuss and recommend an advertisement SOQ for an Auditor and complete Ms. Ruth Walker's 6-month evaluation.

Advertisement and Marketing Committee -

There were 4 communications from May 18, 2020 - May 29, 2020. Report on file.

GENERAL REPORTS

Executive Director Report (Ruth Walker)

There was discussion in regard to the changes that Jefferson Parish is making to the Council Chamber in lite of COVID-19. Ms. Walker will advise everyone about the June 15th Board Meeting.

Ms. Walker reminded the Board that all Financial Disclosure Statements are due to the Ethics Commission on Monday, June 8, 2020, and the Sexual Harassment Training is due by the end of this year and she will send everyone the link.

Ms. Walker informed the Board that JPFA's employees are on a staggered scheduled. The employees are able to do work at their homes and in the office.

Ms. Walker reported on JPFA's Loan Report.

Ms. Walker reported on the Comfort to Home Program which is serviced by Gateway Mortgage. All the programs documents were prepared and completed by JPFA's Professionals and sent to Gateway Mortgage. Gateway Mortgage informed Ms. Walker that at this time they are not accepting any new programs.

Ms. Walker reported on the Terrytown Neighborhood Revitalization Pilot Program. NOEL hired Hyman Bartolo Contractors through a bidding process.

Ms. Walker informed the Board that she received notification from the Jefferson Parish Office of Inspector General (JPOIG) that Mr. Jim Mitchell the Auditor assigned to JPFA's case is now gone. Ms. Walker informed the Board that this is the 5th Auditor that has been assigned to JPFA's case since 2016. The JPOIG is requesting more information and Ms. Walker still has not received a contact name since Mr. Mitchell is no longer employed with the JPOIG. Ms. Walker was also informed that Ms. Susan Andrews, Lead Auditor with the JPOIG is out on Family Emergency Leave.

Ms. Walker informed the Board that she is able to move forward with her wedding. Ms. Walker will be out starting June 16, 2020 - June 22, 2020. She will have access to her phone and email but will be unavailable for the weekend.

There was discussion in regard to the advertisement campaign being on hold.

Financial Advisor Report (Government Consultants of Louisiana)

Mr. Toups reported that there has been a little more movement in the market and there has been a lot of refinancing.

Bond Counsel Report (Becknell Law Firm)

There was discussion about making some of the homes for the Terrytown Neighborhood Revitalization Pilot Program handicap accessible.

General Counsel Report -

Mr. Provino Mosca reported that he could look into why the JPOIG has such a high turnover at the Board's request.

APPROVALS -

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

A resolution authorizing the Jefferson Parish Finance Authority to enter into a Cooperative Purchasing Agreement (piggyback purchase) with the Parish of Jefferson for internet based postage services and supplies awarded to Stamps.com Inc., under Contract Bid No. 5000130724.

WHEREAS, R.S. 38:2212.1F and/or 39:1701 et. seq. and further expounded in LA R.S. 38:321.1, authorizes cooperative purchasing agreements between public procurement units; and,

WHEREAS, the Parish of Jefferson (the "Parish") awarded a contract under Contract Bid No. 50-130724 to Stamps.com, Inc., for internet based postage services and supplies; and,

WHEREAS, the Parish has granted and provided written approval by way of a letter dated the 22nd day of May 2020 for the Jefferson Parish Finance Authority (the "Authority") to utilize the Parish's contract.

NOW, THEREFORE, BE IT RESOLVED that:

SECTION 1. The Authority is hereby authorized to enter into a Cooperative Purchasing Agreement (piggyback purchase) with the Parish for use of Contract No. 55-19007 for internet based postage services and supplies is hereby authorized.

SECTION 2. That the Executive Director of the Jefferson Parish Finance Authority is hereby authorized to take any and all actions necessary to internet based postage services and supplies under the prices, terms and conditions of the contract referenced herein.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: (8)

NAYS: (0)

ABSENT: (0)

The resolution was declared to be adopted this the 1st day of June, 2020.

The Board allowed 5-minutes for all Public Addresses. There were no Public Addresses sent in by email and no on called into the meeting.

Motion was offered by Mr. Mitch Boyter, seconded by Mr. Frank Muscarello, to adjourn the June 1, 2020, Board of Trustees of the Jefferson Parish Finance Authority meeting.

YEAS: (8)

NAYS: (0)

ABSENT: (0)

Motion carried unanimously.

The June 1, 2020, Board of Trustees of the Jefferson Parish Finance Authority meeting adjourned at 11:21 A.M.