

BOARD OF DIRECTOR'S MEETING

SEPTEMBER 21, 2016

MEETING MINUTES

SEWERAGE AND WATER BOARD OF NEW ORLEANS

ROLL CALL

The Board of Directors of the Sewerage and Water Board met on Wednesday, September 21, 2016 at 9:00 AM in the Board Room at 625 St. Joseph Street. The Executive Director, Cedric S. Grant, called the roll and showed the following members present: Dr. Tamika Duplessis, Eric Blue, Marion Bracy, Ralph Johnson, Kimberly Thomas, and Suchitra Satpathi.

The following member(s) were absent: Joseph Peychaud, Alan Arnold, Robin Barnes, Scott Jacobs, and Kerri Kane.

Also present were: Randy Smith, Royal Engineers; Geneva Coleman, The Hawthorne Agency; Pamela Burleigh, SOL Engineering Services, LLC; Brenda Thornton, Communirep, Inc.; Fannie Bennett, Buckhart-Horn; Douglas Evans, BKI; Lisa Cookmeyer, Trigon Associates; Donald Lambert, Mott Mac Donald.

Staff present were: Cedric S. Grant, Executive Director; Robert Miller, Deputy Director, CFO; Joseph Becker, General Superintendent; Bruce Adams, Deputy General Superintendent; Ronald Doucette, Deputy Director, Security; Sharon Judkins, Deputy Director, Administration; Valerie Rivers, Deputy Director, Logistics; Lisa Martin, Deputy Director, Communications; Kimberly Johnson, Deputy Director, Continuous Improvement; Nolan Lambert, Special Counsel; Harold Marchand, Yolanda Grinstead, Legal Department.

APPROVAL OF PREVIOUS REPORT

Marion Bracy moved to approve the minutes of the Regular Board Meeting held on August 17, 2016. Ralph Johnson seconded the motion. The motion carried.

HONORS AND AWARDS

There were no Honors and Awards for the month of August 2016.

REPORT OF THE EXECUTIVE DIRECTOR

Cedric S. Grant presented a slide presentation that focused on the following topics of discussion:

- Building Financial Resilience - “50 Largest Cities Rate Survey 2016”
- Drainage Millage Renewal Calendar
- Speakers Bureau
- WEFTEC Conference in New Orleans

Key Agenda Topics:

- **Audit Committee:** Adoption of Audit Committee Charter and Overtime Management Plan.
- **Strategy Committee:** Review of Classification, Compensation, and Organizational Analysis Study and process map of hiring workflows.
- **Finance and Administration Committee:** Contracts recommended for award, drainage millages set for 2017, and financial results through July 2016.
- **Pension Committee:** Recommendation for Asset Allocation Targets.
- **Presentation Items:** Monthly Human Resources Activity Report for August 1 through August 31, 2016 and Approval of Contracts \$1,000,000.00 or less.

COMMITTEE REPORTS

AUDIT COMMITTEE

Dr. Tamika Duplessis reported that there was one (1) action item: Adoption of the Audit Committee Charter. Marion Bracy moved acceptance of the Audit Committee’s report and the Audit Committee’s recommendations, therein. Kimberly Thomas seconded the motion. The motion carried.

STRAGETY COMMITTEE

Marion Bracy reported there were no actions taken by the Strategy Committee. However Sharon Judkins presented the Monthly Human Resources Activity Report for the period of August 1 through August 31, 2016 and gave an overview on the Human Resources Activities, an update enhancing the Board’s workforce development, Human Resources Process, and presented information on Classification, Compensation, and Organization Analysis Study. She also presented a slide overview on the Human Resources Process Mapping of S&WB’s Hiring Workflow. Cedric S. Grant presented the contracts approved by the Executive Director for \$1,000,000 or less. Marion Bracy moved acceptance of the Strategy Committee’s report. Ralph Johnson seconded the motion. The motion carried.

FINANCE & ADMINISTRATION COMMITTEE

Kimberly Thomas reported on the actions taken by Finance & Administration Committee. Dr. Tamika Duplessis moved acceptance of the Finance & Administration Committee's report and the Finance & Administration Committee's recommendations, therein. Marion Bracy seconded the motion. The motion carried.

PENSION COMMITTEE

Eric Blue reported that there was one (1) action item: Asset Allocation Targets and Ranges for Employees' Retirement System of Sewerage & Water Board of New Orleans. A roll call vote was taken and resulted as follows:

Yeas: Harold Heller, Marvin Russell, Chante'Powell-Pierre, John Wilson

Nays: Alan Arnold, Eric Blue, Scott Jacobs, Joseph Peychaud

Abstention: Ralph Johnson

Based upon the above vote, the action item failed to pass.

Eric Blue moved acceptance of the Pension Committee's report. Ralph Johnson seconded the motion. The motion carried.

CORRESPONDING RESOLUTIONS

The following resolutions were adopted in conjunction with approval of the Committee reports as follows:

R-107-2016 – Adoption of Sewerage & Water Board of New Orleans Audit Committee Charter

R-123-2016 – Request to Set Sewerage & Water Board Drainage Millage Rates for 2017

R-128-2016 – Contract #30206 – New Orleans East Basin-West Lake Forest / Read Blvd West-Sewer Rehabilitation

R-130-2016 – Final Acceptance and Close Out To Contract #5221 – Hurricane Katrina Related Repairs to Pontchartrain Drainage Underpass Pumping Station

R-131-2016 – Final Acceptance and Close Out To Contract #5222 – Hurricane Katrina Related Repairs to Canal Boulevard Drainage Underpass Pumping Station

R-132-2016 – Final Acceptance and Close Out To Contract #5223 – Hurricane Katrina Related Repairs to St. Bernard Avenue Drainage Underpass Pumping Station

R-133-2016 – Final Acceptance and Close Out To Contract #5226 – Hurricane Katrina Related Repairs to Franklin Avenue Drainage Underpass Pumping Station

R-134-2016 – Ratification of Change Order No.1 For Contract #2123 – Water Main Line Replacements and Extension at Scattered Location throughout Orleans Parish

R-135-2016 – Ratification of Change Order No. 1 to the Agreement with G.E.C., LLC for Hurricane Katrina Related Drainage Restoration – Broad Underpass Pump Station Design

R-136-2016 – Ratification of Change Order No. 8 to Agreement with Waldemar S. Nelson And Company for Hurricane Katrina Related Water Restoration Projects

R-137-2016 – Authorization to Amend Contract with Burk-Kleinpeter, Inc. for Program and Construction Management Services in Connection with the 404 Sewer Hazard Mitigation Grant Program

R-138-2016 – Ratification of Change Order No. 2 for Contract #3794 – Rehabilitation of Bio-Reactor Train #1 at the East Bank Wastewater Treatment Plant

R-139-2016 - Ratification of Change Order No. 4 for Contract #3669 – 404 Hazard Mitigation Grant Program - #6 Sewage Pumping Station

R-140-2016 - Ratification of Change Order No. 2 for Contract #3663 – 404 Hazard Mitigation Grant Program – Bullard Sewage Pumping Station

R-141-2016 – Authorization to develop Communication Program Materials for Board Initiatives

PRESENTATION ITEMS

Monthly Human Resources Activity Report for the Period August 1 through August 31, 2016

Sharon Judkins presented the Monthly Human Resources Activity Report for the month of August 2016 and also gave a status update on Human Resources Activities.

Executive Director's Approval of Contracts of \$1,000,000.00 or less

Cedric S. Grant reported on the contracts approved by the Executive Director that were \$1,000,000.00 or less as follows:

1. Furnishing Solid Waste Disposal Services (Trash Pick-up) Richard's Disposal.
2. Furnishing Limestone (aggregate) MST Enterprises.
3. Furnishing #1 all Purpose Rag Wipers Crescent City Industrial Services.
4. Furnishing Safety Shoes Cintas Corporation.
5. Furnishing Aerosol, Janitorial & Industrial Chemicals Assorted Products.

6. Furnishing Paper Products and Janitorial Supplies Economical Janitorial & Paper Supplies.
7. Furnishing Iron Castings, East Jordan Iron Works, Inc.
8. Leak Detection Services Echologics, Inc.

INFORMATION ITEMS

The following items were submitted for informational purposes only:

- FEMA Status Report
- Report of the General Superintendent
- Report of the Special Counsel
- Financial Statements

ADJOURNMENT

There being no further business to come before the Board, Marion Bracy moved to adjourn. Dr. Tamika Duplessis seconded. The meeting adjourned at approximately 9:27 AM.