

MINUTES

BOARD OF TRUSTEES  
JEFFERSON PARISH FINANCE AUTHORITY

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

Monday, June 17, 2019  
10:30 A.M.

The Regular Meeting of the Board of Trustees of the Jefferson Parish Finance Authority was held on Monday, June 17, 2019, 10:30 A.M., General Government Building, 200 Derbigny Street, Council Chambers, Second Floor, Gretna, Louisiana 70053.

Mr. Dennis DiMarco, Vice-Chairman, called the meeting to order at 10:31 A.M. **Members Present:** Mr. Jackie Berthelot, Mr. Mitchell L. Boyter, Mr. Dennis DiMarco, Mr. Frank L. Muscarello, Ms. Marcy Planer, and Mr. Dalton Simmons. **Absent:** Mr. Lynwood Allemore and Mr. Gregory Faia

**Others Attending:**

NAME	FIRM
Valerie Brolin	Executive Director
Provino Mosca	General Counsel
Betty Earnest, Esq.	Becknell Law Firm
Shaun Toups	Government Consultants of Louisiana
Angela Fyssas-Lear	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. Jackie Berthelot, to approve the Jefferson Parish Finance Authority Minutes of June 3, 2019.**

**YEAS: (6)**

**NAYS: (0)**

**ABSENT: (2)**

**Mr. Lynwood Allemore  
Mr. Gregory Faia**

**Motion carried unanimously.**

**TREASURER'S REPORTS / RECOMMENDATIONS**

**Motion was offered by Mr. Mitchell Boyter, seconded by Mr. Frank Muscarello, to approve JPFA Expenses Totaling \$32,455.52.**

**YEAS: (6)**

**NAYS: (0)**

**ABSENT: (2)**

**Mr. Lynwood Allemore  
Mr. Gregory Faia**

**Motion carried unanimously.**

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

## COMMITTEE REPORTS

### Advertisement and Marketing Committee -

There were 34 communications from June 3, 2019 thru June 14, 2019. Report on file.

## GENERAL REPORTS

### Executive Director Report (Valerie Brolin)

Ms. Brolin reported that she will present the Board a report on JPFA's Social Media and Digital Marketing Campaign.

Ms. Brolin gave a brief overview about the resolutions on the Agenda.

Ms. Brolin informed the Board that she hosted a Freddie Mac Webinar Training and launched the Heroes to Homeowners Grant Program last week. She also informed the Board of all the many ways she is planning to promote the Heroes to Homeowners Grant Program.

1.

The following resolution was offered by Mr. Frank Muscarello, and seconded by Mr. Jackie Berthelot:

**A resolution of the Jefferson Parish Finance Authority Board of Trustees authorizing its Executive Director to enter into an agreement (hereinafter "Agreement") with the Parochial Employees Retirement System for the purpose of providing retirement benefits to the employee(s) of the Jefferson Parish Finance Authority; and other matters in connection therewith.**

**WHEREAS, the purpose of this resolution is to extend the provisions of Chapter 5 of Title 11 of the Louisiana Revised Statutes of 1950, for the purpose of providing retirement benefits to the eligible officers and employees of the Jefferson Parish Finance Authority (hereinafter the "Authority) a taxing district or political subdivision of the Parish of Jefferson,**

**NOW THEREFORE, BE IT RESOLVED BY THE Board of Trustees of the Authority, acting as the governing authority thereof, that:**

**Section 1. It is hereby declared to be the policy and purpose of the Authority to extend the provisions of Chapter 5 of Title 11 of the Louisiana Revised Statutes of 1950 for providing retirement benefits to eligible officers and employees of the Jefferson Parish Finance Authority, a political subdivision of the Parish named above. In pursuance of said policy and for said purpose, the officers and employees of the Authority shall take such action as may be required by applicable state law and regulations. The coverage of eligible officers and employees shall become effective as of the 1st day of January, 2018.**

**Section 2. The governing authority of the Authority does hereby authorize and direct the Authority through its Executive Director to execute an agreement with the Board of Trustees of the Parochial Employees' Retirement System to secure coverage of eligible officers and employees of said Authority.**

**Section 3. Withholdings from earnings of officers and employees for the purposes provided in Section 1 hereof are hereby authorized to be made in the amounts and at such times as may be required by the Board of Trustees of the Parochial Employees' Retirement System as provided in Chapter 5 of Title 11 of**

the Louisiana Revised Statutes of 1950 and transmitted to the system at such time or times as prescribed by the Board of Trustees regulations of the system.

Section 4. Employer contributions shall be made from amounts appropriated for such purposes and transmitted to the Board of Trustees in accordance with state law and regulations applicable to the System.

Section 5. The Executive Director shall maintain such records and submit such reports as may be required by applicable state law or regulations applicable to the System.

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

YEAS: (6)	NAYS: (0)	ABSENT: (2)
		Mr. Lynwood Allemore
		Mr. Gregory Faia

WHEREUPON, this resolution was declared to be adopted on the 17<sup>th</sup> day of June, 2019.

2.

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

A resolution approving and accepting the attached policy renewal proposal submitted by Daul Insurance Agency, Inc., as agent, for the renewal of the Public Officials Management and Employment Practices Liability Insurance, with Indian Harbor Insurance Company, as carrier, for the period of 6/30/2019 through 6/30/2020, at a total cost not to exceed \$11,445.43.

BE IT RESOLVED that the Jefferson Parish Finance Authority does hereby approve and accept the renewal policy submitted by Daul Insurance Agency, Inc., as agent, for the renewal of the Public Officials Management and Employment Practices Liability Insurance with Indian Harbor Insurance Company, as carrier, for the period of 6/30/2019 through 6/30/2020 at a total cost not to exceed \$11,445.43.

BE IT FURTHER RESOLVED that the Board of Trustees of The Jefferson Parish Finance Authority, be and hereby authorizes its Executive Director to execute the aforementioned renewal policy.

Yeas: (6)	Nays: (0)	Absent: (2)
		Mr. Lynwood Allemore
		Mr. Gregory Faia

The resolution was declared to be adopted on this 17<sup>th</sup> day of June, 2019.

3.

On Motion of Mr. Frank Muscarello, seconded by Mr. Dalton Simmons, the following resolution was offered.

A Resolution of the Board of Trustees of the Jefferson Parish Finance Authority authorizing its Executive Director to execute an Amendment to its Contract for Professional Legal Services by and among the Authority, the Law Office of David Courcelle, LLC and Provino Mosca, Attorney at Law.

WHEREAS, the Board of Trustees (the "Board") adopted a resolution on March 12, 2018 retaining the Law office of David Courcelle, LLC and Provino Mosca, Attorney at Law to act as the Jefferson Parish Authority's General Counsel (collectively the "General Counsel").

WHEREAS, the Authority's Administrative Committee met on March 14, 2018 and determined that it was in the Authority's best interest to offer a Contract for Professional Legal Services to General Counsel.

WHEREAS, an Amendment is now appropriate to prohibit the Law Office of David Courcelle, LLC from providing legal services for the Jefferson parish Finance Authority while he temporarily serves as Parish Attorney for the Parish of Jefferson.

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

Section 1: The executive Director be and is hereby authorized to execute an amendment to the Contract for Professional Legal Services by and among the Jefferson parish Finance Authority, the Law Office of David Courcelle, LLC and Provino Mosca, Attorney to prohibit the Law Office of David Courcelle, LLC from providing any legal services as Legal Counsel for the Jefferson Parish Finance Authority while he temporarily serves as Parish Attorney for the Parish of Jefferson.

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

YEAS: (6)	NAYS: (0)	ABSTAIN: (0)	ABSENT: (2)
			Mr. Lynwood Allemore
			Mr. Gregory Faia

WHEREUPON, this Resolution was declared adopted on this 17th day of June, 2019.

**Financial Advisor Report (Government Consultants of Louisiana)**

Mr. Toups reported that rates are staying low and dropping and he is working with Ms. Brolin and the other professionals on the new product.

Motion was offered by Mr. Mitch Boyter, seconded by Mr. Jackie Berthelot, to adjourn the June 17, 2019, Board of Trustees of the Jefferson Parish Finance Authority meeting.

YEAS: (6)	NAYS: (0)	ABSENT: (2)
		Mr. Lynwood Allemore
		Mr. Gregory Faia

Motion carried unanimously.

The June 17, 2019 Board of Trustees of the Jefferson Parish Finance Authority meeting adjourned at 10:54 A.M.