

MINUTES

BOARD OF TRUSTEES  
JEFFERSON PARISH FINANCE AUTHORITY

REGULAR MEETING  
TELECONFERENCE

Conference Call Number: 1-929-346-6952

Conference ID: 990-484-716 #

Email for Public Comment: [financeauthority@jpfinanceauthority.com](mailto:financeauthority@jpfinanceauthority.com)

Monday, August 2, 2021

10:30 A.M.

The Regular Meeting of the Board of Trustees of the Jefferson Parish Finance Authority was held on Monday, August 2, 2021, 10:30 A.M., via Teleconference.

Mr. Gregory G. Faia, Chairman, called the meeting to order at 10:32 A.M. **Members Present:** Mr. Jackie Berthelot, Ms. Sally F. Bourgeois, Mr. Dennis DiMarco, Mr. Gregory G. Faia, Mr. Frank L. Muscarello, and Ms. Marcy Planer. **Absent:** Ms. Carol W. Smith and Ms. Elizabeth R. Strohmeyer.

**Others Attending:**

NAME	FIRM
Ruth Lawson	Executive Director
Provino Mosca	General Counsel
Betty Earnest, Esq.	Becknell Law Firm
Kent Schexnayder	Sisung Securities
Scott Riffle	Stifel, Nicolaus, and Co. Incorporated

The meeting opened with the Pledge of Allegiance and Invocation.

**APPROVAL OF MINUTES**

Motion was offered by Mr. Frank Muscarello, seconded by Ms. Sally Bourgeois, to approve the Jefferson Parish Finance Authority Minutes of July 19, 2021.

YEAS: (6)

NAYS: (0)

ABSENT: (2)

Ms. Carol Smith

Ms. Elizabeth Strohmeyer

Motion carried unanimously.

**TREASURER'S REPORTS / RECOMMENDATIONS**

Motion was offered by Mr. Jackie Berthelot, seconded by Mr. Dennis DiMarco, to approve JPFA Expenses Totaling \$44,151.53.

YEAS: (6)

NAYS: (0)

ABSENT: (2)

Ms. Carol Smith

Ms. Elizabeth Strohmeyer

Motion carried unanimously.

**PUBLIC ADDRESSES TO THE BOARD** - The Board allowed 2-minutes for all Public Addresses. There were no Public Addresses to the Board.

## **COMMITTEE REPORTS**

### **Administrative Committee -**

Mr. DiMarco, Committee Chair, reported that an Administrative Committee Meeting was held on Thursday, July 26, 2021, at 10:30 am via teleconference. The Committee minutes and recommendations were read and are on file.

### **Advertisement and Marketing Committee -**

There were 30 communications from July 19, 2021 – July 30, 2021. Report on file.

## **GENERAL REPORTS**

### **Executive Director Report (Ruth Lawson)**

Mrs. Lawson reminded the Board to complete the Annual Ethics and Sexual Harassment Trainings before the end of the year.

Mrs. Lawson reported on the SMAP/LAP loans.

Mrs. Lawson reported on the Comfort of Home Program. The program is set to launch on August 16, 2021. There may be a slight delay on the launch date from when loans are received from the program, because the Board had to approve all the documents and the lenders had to sign the agreements to be able to use the programs

Mrs. Lawson reported that Plaquemines Parish approved the launch of JPFA's programs in Plaquemines Parish. She has scheduled two reach-outs events for the Eastbank and Westbank of Plaquemines Parish.

Mrs. Lawson reported on the St. Tammany Parish Realtor/Lender Luncheon which is scheduled for August 12, 2021, and they will be practicing social distancing.

Mrs. Lawson reported on the Terrytown Revitalization Program. She is working with Ms. Lynda Nugent-Smith to put together a renovation guideline to be used on future renovations.

Mrs. Lawson reported that she was asked to participate in the American Rescue Taskforce. The American Rescue Plan Act of 2021 was enacted by the United States Congress to assist State, Local, Tribal, and Territorial Governments to mitigate the significant negative financial impact of COVID-19.

There was discussion about what lenders are active in Plaquemines Parish.

### **General Counsel Report -**

Mr. Provino Mosca reported that he reviewed the two resolutions on today's Agenda and the resolutions are in order.

**APPROVALS -**

**1.**

On motion of Mr. Frank Muscarello, seconded by Ms. Sally Bourgeois, the following resolution was offered:

A resolution of the Jefferson Parish Finance Authority (the "Authority") expanding the program area of the Southern Mortgage Assistance, Lagniappe Advantage and Comfort of Home Programs to include Plaquemines Parish and approving the form and substance of that certain agreement (Exhibit A) between the Authority and Plaquemines Parish in connection therewith; and, authorizing the execution of documents and other instruments necessary or convenient to carry out the purposes of this resolution and other matters in connection therewith.

WHEREAS, the Board of Trustees (the "Board") of the Authority established its current Program structure beginning on September 2, 2014; and,

WHEREAS, the Board desires to increase its program area into Plaquemines Parish; and; and,

WHEREAS, Plaquemines Parish has agreed to enter into a Cooperative Endeavor Agreement (Exhibit A) with the Authority in order for the Authority to offer its program assistance in Plaquemines Parish.

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

**SECTION 1.** The Board hereby authorizes and approves the Executive Director to execute the Agreement on behalf of the Authority.

**SECTION 2.** The Chairman, the Vice-Chairman, the Secretary and/or the Executive Director of the Authority are each hereby authorized to execute and attest to such other agreements, certificates, contracts, letters of instruction and written requests, whether or not mentioned herein, as may be necessary or convenient to carry out or assist in carrying out the purposes of this Resolution.

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

**YEAS: (6)      NAYS: (0)      ABSTAIN: (0)      ABSENT: (2)**  
Ms. Carol Smith  
Ms. Elizabeth Strohmeyer

WHEREUPON, this resolution was declared to be adopted on the 2<sup>nd</sup> day of August, 2021.

2.

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

A resolution authorizing the purchase of a new accounting software application for the Jefferson Parish Finance Authority (the Authority) consisting of QuickBooks Premier 2021 3-User Edition Subscription and Hosting as per the recommendation of the Administrative Committee.

WHEREAS, on Monday, July 26, 2021 the Administrative Committee convened to review and discuss three separate proposals for the purchase of QuickBooks Accounting Application and selected the proposal from Allday Consulting Group, LLC as the most responsive to the Authority's current needs.

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

SECTION 1. The Board hereby authorizes and approves the Executive Director to execute and purchase a new accounting software application from Allday Consulting Group, LLC on behalf of the Authority.

SECTION 2. The Cost associated with the set-up and first-year subscription price shall be paid out of the existing funds in the Authority's 2021 Operating Budget.

SECTION 3. Subsequent Annual Subscription, Hosting fees along with any customary and necessary fees shall be budgeted and paid from each Board approved Annual Operating Budget.

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

YEAS: (6)      NAYS: (0)      ABSTAIN: (0)      ABSENT: (2)  
Ms. Carol Smith  
Ms. Elizabeth Strohmeyer

WHEREUPON, this resolution was declared to be adopted on the 2<sup>nd</sup> day of August, 2021.

The Board allowed 2-minutes for all Public Addresses. There were no Public Addresses to the Board.

Motion was offered by Mr. Frank Muscarello, seconded by Ms. Marcy Planer, to adjourn the August 2, 2021, Board of Trustees of the Jefferson Parish Finance Authority meeting.

YEAS: (6)      NAYS: (0)      ABSENT: (2)  
Ms. Carol Smith  
Ms. Elizabeth Strohmeyer

Motion carried unanimously.

The August 2, 2021 Board of Trustees of the Jefferson Parish Finance Authority meeting adjourned at 11:04 A.M.