



"RE-BUILDING THE CITY'S WATER SYSTEMS FOR THE 21ST CENTURY"

Sewerage & Water Board OF NEW ORLEANS

MITCHELL J. LANDRIEU, President
WM. RAYMOND MANNING, President Pro-Tem

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October 10, 2014

TO THE HONORABLE PRESIDENT AND MEMBERS OF THE SEWERAGE AND WATER BOARD OF NEW ORLEANS:

A regular meeting of the **Executive Committee** of the Sewerage and Water Board was called to order on Friday, October 10, 2014 at 9:05 AM in the Board Room at 625 St. Joseph Street.

ATTENDANCE

Present: Wm. Raymond Manning, Committee Chair
Marion B. Bracy
Mark Moody
Kerri Kane
Alan Arnold

Also in Attendance: Cedric S. Grant, Executive Director; Nolan Lambert, Legal Counsel; Brian Ferrara, Legal Counsel; Joseph Becker, General Superintendent; Madeline Fong Goddard, Deputy General Superintendent; Robert Jackson, Community & Intergovernmental Relations; Tiffany Carter, EDBP Department; Bobby Nathan, Equal Employment Opportunity Director (EEOC); Kathleen LaFrance, Executive Director's Office; Willie Mingo, Purchasing Department; Geneva Coleman, The Hawthorne Agency, Inc.; Paul West, Chester Engineers; Rick Hathaway, HNTB; Donald Lambert, Hatch Mott MacDonald.

ACTION ITEMS

1. Approval of Previous Report

The Executive Committee received the Executive Committee Report of September 12, 2014 for review and action. Ms. Kane motioned to accept the report and Mr. Bracy seconded the motion. The motion passed.

2. Revisions to the Professional Service Procurement Policy NO. 95 (R-228-2014)

The Executive Director, Mr. Cedric S. Grant stated the intent here is for reforms to be put in place to align our Professional Services Policy with those of the city and the Mayor's Executive Order.

The Special Counsel, Nolan Lambert stated all meetings of the Selection Committee shall be open to the public, and in compliance with the Louisiana Open Meeting Law to ensure transparency. The Selection Committee would be comprised of the General Superintendent (or designee), the Deputy Director (or designee), the Department Head (or designee), the Employee Manager (or designee), and a person with expertise in the field (employee or non-employee).

Mr. Manning expressed concerns re: selection process in public forum, as other competitors have the opportunity to sit in the audience during these meetings and take notes, while their competition makes a presentation. Mr. Manning stated for the record, to be clear, this idea of transparency may have unintended consequences.

Following a discussion, the committee suggested for the above policy to be revised to specifically state, that other competitors are not allowed in the meeting room during a presentation from an opposing agency or entity. Mr. Moody, Mr. Arnold and Mr. Bracy agreed with Mr. Manning's concerns.

Mr. Lambert maintained the Selection Committee's deliberations must be in public. The policy allows for presentations to the Selection Committee, but it does not state whether or not, it has to be in public. Mr. Grant would bring this matter before the City Attorney for further review. Mr. Lambert stated his staff would also do further research and bring more information back to the Board. Amendments to the policy could be made if necessary.

Mr. Bracy motioned to approve in concept, revisions to the Professional Service Procurement Policy NO. 95 as revised and Mrs. Kane seconded the motion. The motion passed.

PRESENTATION ITEMS

3. Business Opportunities

Mr. Grant stated he would meet with each committee chair, before the next cycle of committee/board meetings to receive their feedback of committee structures and functions.

INFORMATION ITEMS

4. Administrative Hearing Policy

Mr. Nolan Lambert stated this policy allows the General Superintendent and /or Executive Director to exercise their authority granted to them by the law to take appropriate remedial and preventative action as may be needed with the need for an administrative hearing.

Mr. Arnold expressed concern with #7) Termination of water and sewer services portion of the Administrative Hearing Policy; particularly, how the payment plans are negotiated for customers.

Mr. Manning directed staff to present this above process in a graphic form and to bring back more information to the committee, regarding how bills are paid, how a customer enters into a payment plan, and more.

Mr. Manning stated the Sewerage and Water Board is attempting to be fair in all of its processes to allow customers more ways to pay bills and to receive assistance.

5. **Tracking Tool for Commitments to the City Council**

Mr. Grant stated we are a month away from the next Public Works Committee meeting. We are currently on track with commitments made to the City Council.

6. **EEOC Activity Status Report Y.T.D. - received**

7. **Response to Questions**

Mr. Arnold asked about the process of getting response to questions. Mr. Grant stated the responses would come in a written format.

8. **Any Other Matters**

Mr. Arnold requested for the Pension Committee Members to receive monthly reports from FFC Capital prior to the Pension Committee Meeting, so they could have time to review the information being presented by FFC prior to the meeting.

There being no further business to come before the Committee, the meeting adjourned at 9:57 AM.

Very truly yours,

Wm. Raymond Manning
Committee Chair