



**"RE-BUILDING THE CITY'S WATER SYSTEMS FOR THE 21<sup>ST</sup> CENTURY"**

# **Sewerage & Water Board OF NEW ORLEANS**

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

625 ST. JOSEPH STREET  
NEW ORLEANS, LA 70165 • 504-529-2837 OR 52W-ATER  
www.swbno.org

October 19, 2015

The Audit Committee met on Monday, October 19, 2015 in the 2nd Floor Board Room, 625 St. Joseph Street, New Orleans, LA. The meeting convened at 2:00 PM.

## **ATTENDANCE**

### **PRESENT:**

Dr. Tamika Duplessis (Vice Chairperson)  
Scott Jacobs  
Robin Barnes

### **ABSENT:**

Wm. R. Manning, Chair  
Marion Bracy

### **Others:**

Cedric S. Grant, Executive Director  
Joseph R. Becker, General Superintendent  
Nolan P. Lambert, Special Counsel  
Robert K. Miller, Deputy Director  
Alan Arnold, Board member

## **ACTION ITEMS:**

### **1. Municipal Water Pollution Prevention Audit East Bank Wastewater Treatment Plant (R-191-2015)**

Mr. Becker noted that the Municipal Water Pollution Prevention Audit for the East Bank and West Bank Wastewater Treatment Plants have been completed and that no corrective actions are necessary. Scott Jacobs moved to accept resolution R-191-2015 and to forward to the full Board for approval. The motion was seconded by Robin Barnes and the motion carried.

### **2. Municipal Water Pollution Prevention Audit West Bank Wastewater Treatment Plant (R-192-2015)**

Scott Jacobs moved to accept resolution R-192-2015 and to forward to the full Board for approval. The motion was seconded by Robin Barnes and the motion carried.

## **PRESENTATION ITEMS:**

### **3. Take Home Vehicle Policy Compliance**

Mr. Miller stated that the Internal Audit Department has performed a review for compliance with the Take Home Vehicle Policy. Sewerage and Water Board has reduced the number of

take home vehicles from 105 at the beginning of this year to 89 as of today. There are 16 vehicles that were previously assigned for take home use that have now been garaged. The Internal Audit Manager noted that there are 9 employees who have not been correctly charged for vehicle use. Mr. Miller noted that this will be corrected soon.

**4. Audit Committee Charter**

Mr. Miller presented an overview of the draft Audit Committee Charter. This draft is based on recommendations by the National Association of Corporate Directors blue ribbon commission on audit committees. The Committee members committed to send their recommended changes to staff with consideration for adoption of the charter at the next Committee meeting.

**5. Implementation of Customer Service Management System**

Mr. Miller described the risk assessment methodology used for managing the implementation of CAM Replacement Project.

**6. Water Audit FY2008 – FY2014**

Mr. Miller presented the methodology and results for a Water Audit prepared for 2008-2014. The goal of the water audit is to as accurately as possible document all the places that water is used or lost within the utility. SWBNO has taken the first step required to quantitatively discuss its water loss and related improvements in economic terms.

The following suggestions were made as ways to improve its ILI performance over time:

- Update the Water Audit Annually
- Add and Refine Estimates of Unbilled and Unmetered Water Loss in the audit
- Add and Refine Estimates of Apparent Losses
- Add and Refine Estimates of Real Losses
- Validate the Accuracy of the System Input Volume
- Identify and Implement Processes to reduce Real and Apparent Loss
- Review and Revise the Quantity of Free Water Provided

There being no further business to come before the Committee, the meeting adjourned at 3:00 PM.

Respectfully Submitted,

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Dr. Tamika Duplessis  
Vice Chairperson