



CASH MANAGEMENT REVIEW BOARD

Members:
Daryl G. Purpera
Legislative Auditor

John Neely Kennedy
State Treasurer

Jay Dardenne
Commissioner of Administration

NOTICE AND AGENDA
CASH MANAGEMENT REVIEW BOARD MEETING
11:00 AM – DECEMBER 9, 2016
CAPITOL ANNEX
1051 NORTH THIRD STREET
ROOM # 110

1. Call to order and roll call.
2. Approval of the minutes of the July 31, 2015 meeting.
3. Cash Management and/or Investment Policy presentation
 - a. Louisiana State University is requesting approval of revised PM-9, Banking Services, Safeguarding of Deposits and Investment and Reporting Policy
 - b. Louisiana Department of Transportation and Development is requesting permission to transfer from their Capital One Bank Account for Cameron Ferry Tolls to the central depository bank account quarterly.
4. Consideration of Applications to Open / Change Bank Accounts
 - a. **Louisiana Department of Agriculture & Forestry**
Request to open a new Zero Balance Account (ZBA) at JP Morgan Chase Bank in Baton Rouge for the purpose of accepting on-line payments for assessments and fees for the Weights & Measures program.
 - b. **Louisiana Department of Agriculture & Forestry**
Request to open a new Zero Balance Account (ZBA) at JP Morgan Chase Bank in Baton Rouge for the purpose of accepting on-line payments for assessments and fees for the Horticulture & Quarantine program.
 - c. **Louisiana Department of Education**
Request to open a new Zero Balance Account (ZBA) at JP Morgan Chase Bank in Baton Rouge for the purpose of credit card deposits for the Child Care Development Fund (CCDF) program.
 - d. **Louisiana Department of Health – OMF**
Request to open a new Zero Balance Account (ZBA) at JP Morgan Chase Bank in Baton Rouge for the purpose of collecting Affordable Care Act (ACA) Medicaid Provider fees and is a lockbox clearing account.
 - e. **Louisiana Department of Health – Office of Public Health**
Request to open a new Zero Balance Account (ZBA) at JP Morgan Chase Bank in New Orleans for the purpose of collecting Safe Drinking Water fees.



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f. **Louisiana Department of Health – Office of Public Health**

Request to open an account at Whitney Bank to be used by the Washington Parish Health Unit at the Franklinton site due to the closing of the local Capital One branch.

g. **Louisiana Department of Health – Office of Public Health**

Request to change the St. James Parish Health Unit bank from Regions in Lutchter to First American Bank in Vacherie because the St. James Parish Health Unit moved from Lutchter to Vacherie and there is a need for a closer bank.

h. **Department of Public Safety & Corrections – Office of Motor Vehicle**

Request to change the Franklinton Office of Motor Vehicle bank from Capital One to Whitney Bank because the Capital One Bank is closing.

i. **Department of Revenue**

Request to repurpose an existing Lockbox Deposit account at JP Morgan Chase Bank in Baton Rouge to accept credit card payments for the Office of Debt Recovery.

j. **Office of Group Benefits**

Request to repurpose two (2) existing Zero Balance Accounts (ZBA) at JP Morgan Chase Bank in Baton Rouge to expand the use to incorporate lockbox deposits receiving premium payments.

One ZBA will be used to receive lockbox deposits for individuals participating in the Louisiana Department of Health's (LDH) Louisiana Children's Health Insurance Program (LaCHIP) & Funding Opportunity Announcement (FOA) monthly plan premiums. The second ZBA will be used to receive lockbox deposits for payments from individuals who are surviving spouses of deceased state employees and eligible to continue participation in OGB programs but have no/inadequate monthly retirement payments from which to deduct the participant premiums.

k. **Office of Risk Management**

Request to open an Imprest Account at JP Morgan Chase Bank in Baton Rouge to use for miscellaneous refunds relating to the operations of the Medical Review Panel (MRP). The Commissioner of Administration approved ORM's request with an approved balance of \$1,500.

5. **Other Business – For Informational Purposes Only**

a. **University of Louisiana at Lafayette** is opening a bank account at Home Bank in Lafayette to deposit self-generated funds to be used for operations.

b. **University of Louisiana at Lafayette** is opening a bank account at MidSouth Bank in Lafayette to deposit self-generated funds to be used for operations.

c. **Department of Transportation and Development** has closed the Crescent City Connection Div Petty Cash bank account at JP Morgan Chase Bank in New Orleans due to the elimination of the toll operations.



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- d. Discuss the **Louisiana Department of Education** conversion plan for transitioning all payments for the Early Childhood federal program (CFDA 84.419B) from an existing Zero Balance Account (ZBA) at JP Morgan Chase Bank in Baton Rouge to the Integrated Statewide Information System (ISIS).