**Committee Meeting**

**October 16, 2019**

**The Committee Meeting of the Lafourche Basin Levee District met at the official domicile of the Board in Vacherie, Louisiana and was called to order by President James P. Jasmin at 6:00 pm.**

**The following Commissioners were in attendance: Craig Carter, Assumption Parish; Whitney Jasmin, Jr., St. John the Baptist Parish; Eric Matherne, St. Charles Parish; Stanley Folse, St. James Parish; Marlin Rogers, St. Charles Parish; Michael McKinney, Sr., Ascension Parish; Russell Loupe, St. Charles Parish; Gary Watson, St. John the Baptist Parish; James Jasmin, St. James Parish; Jeffery Henry, Ascension Parish and Kevin Hebert, St. Charles Parish. Donald Henry, Executive Director and Ivy Chauvin, Assistant Executive Director were present. Larry Buquoi, Attorney was absent.**

**There were no comments from the audience on the agenda items.**

**Review of the draft copy of the October 9, 2019 Special Meeting Minutes.**

**Safety Committee Report: Marlin Rogers, Chairman**

**Commissioner Rogers reported that a John Deere 6115 tractor turned over on the levee slope on October 1, 2019. Due to the accident, the driver received a bruise on his arm. The driver visited the doctor and reported no other complications. He missed no days of work. The damages on the tractor caused by the accident was the exhaust pipe, broken mirror, and scratches on the roof. The tractor was repaired and back in service on the same day of accident. The Safety Meeting for the Maintenance Department was held on October 9, 2019. Two films from the National Safety Council were shown and discussed at the Vacherie location and three at the Sunset location. The two films at the Vacherie location were: Cell Phones in the Workplace: A Dangerous Distraction and Using A Fire Extinguisher. The three films shown at the Sunset location were: Backhoe Safety, Hurricanes, Tornadoes and Floods and Eye Protection.**

**Equipment Committee Report: Stanley Folse, Chairman**

**Commissioner Folse reported that all of the district’s light and heavy-duty equipment is presently operational. All equipment is located on their respective job sites or here at the maintenance shop.**

**Vice-President Eric Matherne asked if his email was received pertaining to a part he sent for the cutting of trees. In his work experience, he feels that the part would help when cutting trees for the Bayou Verrett project. Mr. Ivy Chauvin stated they priced a mulcher to fit the excavator that would work similarly.**

**Upper Barataria Project Committee Report: Eric Matherne, Chairman**

**Vice-President Matherne reported that a conference called had taken place with the Corps pertaining to the Upper Barataria Risk Reduction Project. The different levee line routes were discussed and levee heights.**

**The Commissioners reviewed the Evaluation Performance for Assistant Executive Director, Ivy Chauvin.**

**The Commissioners reviewed the Evaluation Performance for Executive Director, Donald Henry.**

**Personnel Committee Report: Michael McKinney, Sr., Chairman**

 **A discussion took place for the Board to recommend to grant or not to grant a cost of living salary increase and/or to grant or not to grant a merit performance salary increase to the Assistant Executive Director, Ivy Chauvin, based on his evaluation performance in July 2019, as required by his contract. A notice was given that an Executive Session will be held to discuss this item unless waived by Mr. Chauvin. Mr. Chauvin waived the choice so an Executive Session was not held. The item will be placed on the November 6, 2019 Regular Meeting Agenda.**

 **A discussion took place for the Board to recommend to grant or not to grant a cost of living salary increase and/or to grant or not to grant a merit performance salary increase to the Executive Director, Donald Henry, based on his evaluation performance in July 2019, as required by his contract. A notice was given that an Executive Session will be held to discuss this item unless waived by Mr. Henry. Mr. Henry waived the choice so an Executive Session was not held. The item will be placed on the November 6, 2019 Regular Meeting Agenda.**

**Recommendation to add to the November 6, 2019 Regular Meeting Agenda:**

1. **Change the dates of December meetings due to the AOLBOL & MVFCA conferences**
2. **2020 Per Diem for the Commissioners**

**There were no additional committee matters to discuss, Commissioner Russell Loupe moved to adjourn and was seconded by Commissioner Jeffery Henry.**

 **Executive Director**