

Administrative Committee Meeting
Minutes
December 3, 2019

I. Call to Order

The Administrative Committee of the Capital Area Ground Water Conservation Commission (CAGWCC) met for an administrative meeting at 8:30 a.m. on December 3, 2019 in the CAGWCC conference room at 3535 South Sherwood Forest Blvd., Suite 137, Baton Rouge, Louisiana. The meeting was called to order by the Administrative Chairman, Mr. John Jennings.

II. Roll Call

The following committee members were present: William Daniel, Barry Huggins, John Jennings and Nelson Morvant. The following member was absent: Mark Frey.

Others attending the meeting were: Matthew Reonas, Hays Town, Mark Walton & Joey Normand, CAGWCC Commissioners; David Mitchell, The Advocate; Hunter Odom and Kyle Marionneaux, Marionneaux Kantrow, LLC; Su King and Tyler McCloud, Louisiana House of Representatives; Harry Vorhoff, Louisiana Attorney General's Office; John McKowen, CPA; Alyssa Dausman, Adrian McInnis & Ryan Clark, The Water Institute of the Gulf; John Hashagen, West Feliciana Parish; and Anthony Duplechin & Shawn Scallan, CAGWCC staff.

III. Approval of Minutes

Mr. Huggins made a motion to accept the administrative minutes of September 19, 2019. Mr. Jennings seconded the motion. The motion passed.

IV. CAGWCC Meeting Schedule

Mr. Huggins made a motion to recommend to the full board the following meeting schedule: Board meetings will be held in February, April, June, August, October & December; Administrative & Technical meetings will be held in January, March, May, July, September & October. Mr. Jennings seconded the motion. Mr. Huggins then amended his motion to add that board and committee meetings will be held the second Tuesday of the month. Mr. Morvant seconded the motion. The motion passed. It was noted with proper advance notice meeting dates can be changed.

V. Need for a Sergeant at Arms and Parliamentarian for All Meetings

After discussion of the need for a sergeant at arms and parliamentarian for all meetings, the committee decided that they will request that members of the board act civil during meetings.

VI. CAGWCC Financial Conditions

The financial conditions as of October 31, 2019 were reviewed.

VII. Financial Audit

Mr. John McKowen reported on the CAGWCC audit for fiscal year 2018-2019. Mr. Daniel made a motion to recommend to the full board to accept the audit. Mr. Huggins seconded the motion. The motion passed.

VIII. CAGWCC Officers for 2020

Mr. Huggins made a motion to recommend to the full board the following board members for 2020 officers: Nelson Morvant, Chairman; William Daniel, Vice-Chairman and Mark Frey, Treasurer. Mr. Jennings seconded the motion. Upon Mr. Reonas' request, Mr. Daniel made a motion to amend the motion to add that nominations for officers may be made from the floor at the full board meeting. Mr. Huggins seconded the motion. The motion passed.

IX. Court Reporter for All Meetings

The committee discussed the need for a court reporter for all meetings. Mr. Daniel stated that before getting a court reporter, he would like the Commission to look into a new venue for board meetings. Suggestions were the legislative committee rooms and the Department of Environmental Quality. It was stated that committee meetings would still be held at the Commission's office and the USGS auditorium. Mr. Daniel, Mr. Morvant and Mr. Normand offered to look into venues and report at the next administrative meeting.

X. Attorney General's Opinion on Rule of Capture

Mr. Duplechin sent a letter requesting an opinion from the Attorney General's on Rule of Capture. The letter stated that it is the policy of the Attorney General that our office will not issue an opinion "on complex or important issues of law, and where the Attorney General deems that the requestor should either seek a declaratory judgement or seek other courses of action that may be more appropriate than the issuance of an official opinion".

XI. By-Laws & Rules of Order

A draft of by-laws and rules of order written by Su King were presented. The committee decided that members should send their comments on both documents to Shawn Scallan by January 10, 2020. All comments will be circulated by the Commission office. The Administrative Committee will review both documents at future administrative meetings.

XII. Consideration of Agenda Items for the December 9, 2019 Board Meeting

Mr. Reonas & Mr. Normand stated that they will send agenda items to be considered for the full board meeting.

XIII. Adjournment

Mr. Huggins made a motion to adjourn. Mr. Jennings seconded the motion and it passed unanimously.



Todd Talbot

CAGWCC Administrative Committee Chairman