

Administrative Committee Meeting
Minutes
July 23, 2020

- I. The Administrative Committee of the Capital Area Ground Water Conservation Commission (CAGWCC) met for an administrative meeting at 3:30 p.m. on July 23, 2020 via virtual conference. The meeting was called to order by the Administrative Chairman, Mr. Todd Talbot.

- II. **Roll Call**
The following committee members were present: William Daniel, Mark Frey, Nelson Morvant, "J.A." Rummler, Todd Talbot & Hays Town.

Others attending the meeting were: Matthew Reonas, Ronnie Albritton & Mark Walton, CAGWCC Commissioners; David Mitchell, The Advocate; Stuart Lambert, Layne Christensen; Roy Waggenpack, Owen & White; Kyle Marionneaux & Hunter Odom, Marionneaux Kantrow, LLC; Su King & Tyler McCloud, Louisiana House of Representatives, Shawn Scallan, CAGWCC staff; Anthony Duplechin; Kim Goodell and Scott Bergeron.

- III. **Approval of Minutes**
Mr. Frey made a motion to accept the administrative minutes of June 17, 2020. Mr. Morvant seconded the motion. The motion passed.

- IV. **Financial Conditions as of June 30, 2020**
The financial conditions as of June 30, 2020 were presented. Mr. Talbot stated that the Commission's accountant was on vacation; however, Ms. Scallan put together an unofficial document showing the Commission's financial status.

- V. **Review of Request for Quotation for General Counsel**
The committee reviewed Mr. Daniel's request for quotation (rfq) for general counsel legal services. Mr. Daniel stated that if anyone thinks there should be more or less proposal information please let him know. Once this is done it should be reviewed by the Division of Administration. He added that an important item is the evaluation criteria for scoring. Mr. Talbot stated that the request for quotation may need a few edits for the evaluation. Mr. Talbot asked if a term of a contract is typically 5 years. Mr. Daniel stated that he thought the Commission would want some continuity but you can have less years. Mr. Daniel commented that he thinks that the evaluation for scoring needs to be broken down into more categories. It was also stated that the "location" listed under the evaluation should state "Baton Rouge". Mr. Daniel requested that the rfq be sent to the Division of Administration and in the meantime the Administrative Committee can further review it. When it is sent back to the Commission with comments, the committee can then incorporate their comments. Mr. Daniel made a motion to send the draft to the Division of Administration for review and in the meantime the committee members send their comments for inclusion in the draft agreement. Mr. Frey seconded the motion. A roll call vote was taken: Yeas: 5; Nays: 0. Motion passed

VI. Potential Path Forward with Revenue Generation

Mr. Talbot stated that the board had recently agreed to go forth with the study and that he wanted the committee to brainstorm and come up with ideas to generate revenue. Mr. Talbot also mentioned that the new Executive Director could help lead the way with this. Grants, bonds, rate increase and private public partnerships were brought up as possibilities. Mr. Daniel stated that he plans to have a meeting with the Division of Administration, Governor's office and the Office of Conservation to pursue funding from the state and possibly tap into the water shed funds. Mr. Daniel is also trying to schedule a meeting with industry for possible funding. Mr. Daniel stated that the goal is to try to fund the study without a rate increase; however, he is not against a rate increase. Mr. Frey mentioned Sustainability Partners could be a possible avenue for funding. Mr. Talbot requested that Mr. Frey and Mr. Daniel reach out to their contacts with this organization. Mr. Talbot brought up possible funding through the federal government. Mr. Daniel suggested that the committee meet with Garrett Graves' office and invite them to a meeting. Public comment was given by Matt Reonas who stated that he liked all of the ideas to pursue funding.

VII. Request Attorney General's Opinion on Payment of Relocation Fees for Executive Director

Mr. Daniel made a motion to request an opinion from the Attorney General's office of whether or not the Commission can pay relocation fees for the new Executive Director. Mr. Frey seconded the motion. A roll call vote was taken: Yeas: 5; Nays: 0. Motion passed

VIII. Committee Member Comments

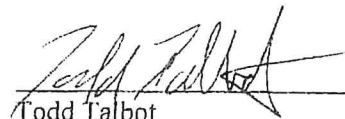
Mr. Talbot stated that the interviews for the candidates for Executive Director will take place next week. He asked if there will be an evaluation form provided for the Executive Committee to score the candidates. Ms. Scallan reported that Emergent Method will provide an evaluation form. The process of coming up with 2 to 3 candidates was then discussed. Mr. Daniel stated that this could be done a couple of ways. One being a consensus and the other being individual scores totaled up to come up with the top candidates.

IX. Public Comment

There were none.

X. Adjournment

Mr. Morvant made a motion to adjourn. Mr. Frey seconded the motion and it passed unanimously.



Todd Talbot

Administrative Committee Chairman