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Board of Directors Meeting

MINUTES

Friday, November 18, 2022 (9:30 AM)

625 Texas Street, Suite 200
Shreveport, LA 71101

Members Present

Mr. Bruce Blanton, Chair – Webster Parish
Mayor Tommy Chandler, Vice Chair – City of Bossier City
Mr. Steven Brown – DeSoto Parish
Mr. Butch Ford – Bossier Parish
Mr. Charles Henington – Caddo Tax Assessor
Dr. Woodrow Wilson – Caddo Parish

Members Absent

Mayor Adrian Perkins – City of Shreveport

Others Present

Mr. Kent Rogers – NLCOG
Mr. Chris Petro – NLCOG
Ms. Savannah Williams – NLCOG
Dr. Shelly Barrett - NLCOG

Call to Order

Mr. Blanton called the meeting to order and asked Mr. Rogers for a roll call. A quorum was present.

Public Comments

Mr. Blanton called for public comments. Mr. Rogers stated that no comment cards had been turned in or received online.

Financial

Quarterly Financial Report July – September 2022

Mr. Rogers reviewed the quarterly finance report for the end of the Fiscal Year 2022. He explained the changes in overhead that caused those amounts to be higher than what was anticipated. Mr. Blanton called for a motion to approve the financials. Mr. Ford was the first to motion, and Mr. Blanton seconded. All approved and motion passed.

Louisiana Compliance Questionnaire – NLCOG FY 2022 Audit Compliance Questionnaire

Mr. Rogers reviewed the NLCOG FY 2022 Audit Compliance Questionnaire and summarized its purpose. He pointed out that it lists the board members along with what criteria each part of the Audit Questionnaire represents. Mr. Rogers pointed out that he attached a copy of the questionnaire in their packet. There were no comments or questions. Mr. Blanton called for a motion to approve the Louisiana Compliance Questionnaire and Dr. Wilson was the first to motion, and Mr. Ford seconded. All approved and motion was passed.

Fiscal Year 2022 Audit – Updated Policies and Procedures

Mr. Rogers reviewed the updated policies and procedures and directed the board to their packets where they also had a copy. He informed the board that the only part not included in the update was the Information Technology Disaster Recovery/Business Continuity. Mr. Rogers explained that Mr. John Pizzolato was updating the full plan. Mr. Blanton called for a motion to approve the updated policies and procedures and Mr. Ford was the first to motion, and Mayor Chandler seconded. All approved and motion was passed.

Legal Report

Mr. Chevallier was not present but stated to Mr. Rogers before leaving that there was nothing to report.

Public Involvement Plan Update FY 2023

Mr. Rogers reviewed the key updates to the Public Involvement Plan for the FY 2023. He stated the public comment periods for required transportation plans and programs, except for the public involvement plan, that NLCOG will provide 14 days, plus 10 if needed, for public comment. The public comment period for the public involvement plan will be 45 days. Mr. Rogers directed the boards attention to pages 11-12 for the table that lists the MPO Public Comment Periods for Required Planning Documents. He described procedures NLCOG will undertake when the need arises for an expedited planning document modification, or when/if a special meeting needs to be called.

The Chair entertained a motion to introduce the Public Involvement Plan Update for 45 days Public Comment Period. Dr. Wilson motioned, and Mayor Chandler seconded. Mr. Blanton asked for any questions or comments and having none the motion was passed.

Other Business

1. Approval of Minutes

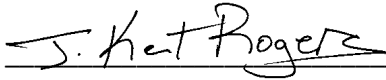
The next item on the agenda was for approval of the minutes from the September 30, 2022 meeting. Mr. Blanton called for a motion to approve the minutes. Mr. Brown was the first to motion, and Mr. Chandler seconded. All approved and motion passed.

Announcements

Mr. Rogers wished everyone a Merry Christmas and Happy New Year and reminded everyone of the next meeting scheduled for January 6, 2023, however it may change based on MPO meeting scheduling.

Adjourn

With no remaining agenda items, The Chair entertained a motion to adjourn. Mr. Perkins moved to adjourn; Mr. Brown seconded, and the meeting was adjourned.

A handwritten signature in black ink that reads "J. Kent Rogers". The signature is written in a cursive style with a horizontal line extending from the end of the name.

J. Kent Rogers, Secretary