

MINUTES OF THE **HOSPITAL SERVICE DISTRICT MEETING** HELD ON **WEDNESDAY, JULY 29, 2009 AT SEVEN (7:00) P.M.** IN ST BERNARD PARISH COUNCIL CHAMBERS, LOCATED AT 8201 WEST JUDGE PEREZ DRIVE, CHALMETTE, LOUISIANA

The Hospital Service District met on Wednesday, JULY 29, 2009 in the St. Bernard Parish Council Chambers pursuant to notice given to each member and posted in the manner required by law.

The Chairman, Mr. Landry, convened the meeting at 7:06 p.m. and continued with calling the roll.

There were present: Mr. Wayne J. Landry (Chairman), Mr. George Cavnac, Mr. Ron Chapman, Mr. James DiFatta, and Mr. Daniel Dysart

There were absent: NONE

Also present were: Dr. Brian Bertucci, Dr. Paul Verrette, Tom Noble and Phil Wendling from Hammes Co.

Mr. Landry delivered the invocation.

Mr. Cavnac led the pledge of Allegiance.

#1

The Chairman, Mr. Landry, with unanimous consent, approved the minutes of the 7/15/2009 HSD meeting.

#2

On motion of Mr. Dysart, seconded by Mr. Chapman, it was moved to discuss the cancellation of the traffic study.

Discussion ensued.

No action necessary.

#3

On motion of Mr. Dysart, seconded by Mr. Chapman, it was moved to allow Mr. Dysart to work in conjunction with the Hammes Co. and the Meraux foundation to initiate the process of re-subdividing and making application to the office of community development for the re-subdivision of the Airport Tract (Meraux land to be donated).

Discussion ensued.

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The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, Chapman, DiFatta, Dysart

NAYS: NONE

ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **adopted** on the 29th day of July, 2009.

#4

On motion of Mr. Dysart, seconded by Mr. Chapman, it was moved to discuss the introduction of by-laws that govern the HSD board, calling for Mr. Chapman to disseminate a draft of by-laws to the members of the HSD for review.

Discussion ensued.

The Chairman, Mr. Landry polled the members and it was decided that Mr. Chapman will distribute a draft of by-laws for the board to review and submit comments.

No action necessary.

#5

On motion of Mr. DiFatta, seconded by Mr. Cavnac, it was moved to discuss the project schedule of the Hammes Co.

Discussion ensued.

Mr. Wendling stated:

That the wetlands mitigation was limited to 1.07 acres at an approx. cost of up to \$48,150.00;

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More info on RFP's/RFQ's for commissioning will be forthcoming;

Certified signed boundary survey was received from Meraux Foundation however title search has not begun yet, he will turn this over to Joe Mole so that he may proceed with the title search;

Preliminary budget-once initial consultant kick-off, then line item review will commence next week;

Traffic Study may be complete by first of September;

Program workgroup meeting produced stacking plan;

Design development meeting scheduled for 7/30/2009;

Topography survey has begun and should be complete in a week;

Meeting with Walter Brooks (RPC) on 7/31/2009 to share our scope of work and seek RPC funding

No action necessary.

#6

On motion of Mr. Cavnac, seconded by Mr. DiFatta, it was moved to approve the Hammes Co. to direct the various committees with accepted amendment by Mr. DiFatta that board will vote on names to be suggested by Mr. Wendling from the list of names of applicants.

Discussion ensued.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, DiFatta

NAYS: Dysart, Chapman

ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

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And the motion was declared **adopted** on the 29th day of July, 2009.

#7

On motion of Mr. DiFatta, seconded by Mr. Cavignac, it was moved to discuss various RFQ's/RFP's for the HSD.

Discussion ensued.

Mr. DiFatta discussed the Independent Certified Public Accountant Audit (ICPA) and that he has asked Kendall Magee to move forward with preparing the advertisement of that RFQ.

No action necessary.

#8

On motion of Mr. Cavignac, seconded by Mr. DiFatta, it was moved to advertise the RFQ for the NMTC Consultant.

Discussion ensued.

Mr. Cavignac withdrew his motion to advertise the RFQ without objection.

#9

On motion of Mr. Cavignac, seconded by Mr. DiFatta, it was moved to discuss the commencement of the RFP process for Management selection.

Discussion ensued.

The Chairman, Mr. Landry, requested that the members review the modified RFP and report back any additions/deletions or modifications in order to perfect a document that could be considered for approval at a later meeting for advertisement.

No action necessary.

#10

On motion of Mr. Cavignac, seconded by Mr. Chapman, it was moved to approve the stacking plans for the Architect as recommended by the Facilities committee.

Discussion ensued.

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Public input from Ms. Jeanne LaGarde was heard. Ms. LaGarde expressed concern that there is not enough land and further concern of how the Hospital Main Entrance would be visible from Judge Perez Drive.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, Chapman, DiFatta, Dysart

NAYS: NONE

ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **adopted** on the 29th day of July, 2009.

#11

On motion of Mr. DiFatta, seconded by Mr. Cavnac, it was moved to discuss the USDA as a funding source for the Medical Office Building, and authorize the Finance Committee Chairman, Mr. DiFatta to explore and gather necessary information to determine the availability of funds.

Discussion ensued.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, Chapman, DiFatta, Dysart

NAYS: NONE

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ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **adopted** on the 29th day of July, 2009.

#12

The Chairman, Mr. Landry removed agenda item #11 which was an erroneous item placed on the agenda, without objection.

#13

On motion of Mr. DiFatta, seconded by Mr. Cavignac, it was moved to authorize the Chairman, Mr. Landry, to execute the change order to GSP to authorize additional work, said work being the traffic engineering study.

Discussion ensued.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavignac, Chapman, DiFatta, Dysart

NAYS: NONE

ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

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And the motion was declared **adopted** on the 29th day of July, 2009.

#14

On motion of Mr. Cavnac, seconded by Mr. Chapman, it was moved to approve the writing of an RFP for an independent construction cost estimator, which will then be produced at the next HSD meeting for a vote on approval thereof.

Discussion ensued.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, Chapman, DiFatta, Dysart

NAYS: NONE

ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **adopted** on the 29th day of July, 2009.

#15

On motion of Mr. Cavnac, seconded by Mr. Chapman, it was moved to approve the protocol for processing invoices of the HSD.

Discussion ensued.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, Chapman, DiFatta, Dysart

NAYS: NONE

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ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **adopted** on the 29th day of July, 2009.

#16

On motion of Mr. Chapman, seconded by Mr. Cavnac, it was moved to discuss old business.

Mr. Chapman made inquiry into the status of a secretary/administrative assistant. The Chairman, Mr. Landry advised that he would update the board members via e-mail as soon as that information was definitive.

No action necessary.

#17

On motion of Mr. Dysart, seconded by Mr. Cavnac, it was moved to go into executive session for the purpose of grading the Environmental Engineering responses to the RFP for same.

The Chairman, Mr. Landry, with unanimous consent returned the meeting back into regular session.

On motion of Mr. Dysart, seconded by Mr. Chapman, it was moved to select the Environ Group as the successful respondent to the RFP for Environmental Engineering.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Cavnac, Chapman, DiFatta, Dysart

NAYS: NONE

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ABSENT: NONE

The Chairman, Mr. Landry, cast his vote as **YEA**

And the motion was declared **adopted** on the 29th day of July, 2009.

There being no further business for discussion, the Chairman, Mr. Landry declared the meeting adjourned at 9:33 p.m. on the 29th day of July, 2009.

Wayne J. Landry

Wayne J. Landry
Recording Secretary (Temporary)

Wayne J. Landry

Wayne J. Landry
Chairman