

Road Home Corporation
Meeting Minutes

June 7, 2007 3:00 P.M.

Meeting Room 600 Fishbowl Room, One American Place
301 Main Street, 6th Floor, Baton Rouge, Louisiana

Jerry Reaux called meeting to order

Attendance – A roll call was taken with the following Board Members present:

Board Members: Jerry Reaux, Ernie Broussard, Joe Williams, Kathy Dyson, Simone Champagne, Dr. Jarmon

Non Members: Lara Robertson, Patrick Keller, Chane Turner, Mike Monk, Thomas Brennan

1. Minutes were approved. It was voted by Joe Williams and seconded by Kathy Dyson.
2. Welcome aboard Dr. Nadine Jarmon. She is looking forward to working with us and is ready to come on board. Lara will work with Dr. Jarmon to help her with her staff matters and setting up her office here.
3. Treasurer report: Simone Champagne has been delayed in getting to the meeting and Jerry will defer the report until she arrives.
4. Budget/Accounting Resolution - It is proposed to adopt a fiscal year. The fiscal year would start on July 31st through June 30th consistent with the State's Fiscal Budgetary Year. It was voted to approve by Joe and seconded by Kathy.
5. Payroll Comparison – Chance drew up a report and handed out a brochure on Paychex. This is a human resource program that handles month to month activity on payroll. We will look into group insurance after we have more employees since it is much cheaper doing it that way. Discussions were about how we should handle insurance for future employees. We also discussed reimbursing Dr. Jarmon for her Cobra Insurance that she is paying now. The motion to reimburse Dr.

Jarmon for her Cobra Insurance until the policy gets put into place was approved by Joe Williams and seconded by Ernie Broussard.

6. Property Inventory Status Report by Parish – Lara handed out reports that were prepared May 31, 2007 indicating that the Corporation currently owns 310 properties with 61 properties in the pipeline for June. She will keep everyone updated as time progresses.

7. Property Insurance – Mr. James F. Laborde with Marsh USA, Inc. came back again to go over the Environmental Insurance. His advice was to buy policies in an aggregate form. Prices would come down for policies each year. PLL (Pollution Legal Liability) includes a clean-up and defense cost covering for a long period of time. Blanket policy is recommended by Mr. Laborde which would go over a 5 year period. Jerry opened this matter up for discussion. We would like to have Mr. Laborde submit an application in order to secure indications for pricing. Ernie made a motion for him to submit. Simone seconded it.

8. Property Maintenance & Security RFP's – Lara gave an RFP update. Dr. Jarmon will review the RFP's and give her analysis of these at the next meeting.

9. Legislative Issues – Chairman Reaux briefed the board regarding House Bill 848 sponsored by Representative Hutter regarding the transfer of Road Home Corporation real estate as outlined in the proposed legislation. He agreed to testify before the House Appropriations Committee regarding the corporation's concerns related to the proposed legislation.

10. IEDC (International Economic Development Council) Disaster Recovery Unit provides support. The Volunteer Program handout was passed out. Ernie has a working knowledge of these programs and has agreed to explore a partnership arrangement with IEDC. No action is required.

11. RHC Staffing – Lara looked at a proposed staffing budget along with Dr. Jarmon. Dr. Jarmon would like an administrative assistant and a contract administrator. Jerry asked for a motion to authorize approval to hire an administrative assistant. Joe made the motion and Kathy seconded it. Lara has been asked to help Dr. Jarmon in writing up a staff job description.

3. Treasurer Report – Jerry brought this issue back up as Simone is present and ready to give her report. On May 31st a \$189.04 interest

only was posted to the operating account. The balance of the operating account is \$143,213.58. Payroll Account had a service charge of \$14.16. The payroll account balance is \$85.84.

12 Other Business – Simone will work with Chane on the issue of mileage reimbursement. Jerry wanted to ask someone to make a motion to provide Dr. Jarmon with a blackberry and a cell phone. Joe made the motion and Simone seconded it. Contract Administrator outline was typed up by Dr. Jarmon and was handed out by Lara. 35-45K would be a reasonable salary for an administrative assistant to Dr. Jarmon. A motion by Simone to hire the administrative assistant for Dr. Jarmon and Joe seconded it. This was approved. On the subject to the Contract Administrator would have a salary of 50-60K. We will defer this to a future meeting in order to finalize the Administrator's job description.

Chane was authorized to purchase supplies for the office to get the office up and going. Simone made a motion to authorize Chane to purchase supplies and Joe seconded it. It was approved.

Patrick Keller had an issue he wanted to bring up. There are 9,000 homes on leased land. Would we need to get salvage title to any mobile homes on these sites? It was decided that the Corporation would not pursue the transfer of mobile home titles related to these program benefits.

We would need to ask HUD in reference to a spending threshold with RFP's to redevelop housing for the Road Home Corporation.

Meeting adjourned.