

Minutes of the Special Meeting of the Administration, Personnel and Audit Committee of the Board of Commissioners of the Lake Charles Harbor and Terminal District held at 12:00 P.M., Monday, December 17, 2018, in the Board Room of the Port of Lake Charles located at 1611 West Sallier Street, Lake Charles, Louisiana.

In attendance was:

Dudley R. Dixon, Chairman
Michael G. Eason, President
Carl Krielow, Committee Member
John LeBlanc, Committee Member
Tom Lorenzi, Committee Member

Absent:

Elcie J. Guillory, Committee Member
David J. Darbone, Committee Member

Also Present:

Bill Rase, Executive Director
Richert Self, Deputy Executive Director

Mr. Dixon called the meeting to order at 12:02 p.m.

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1. Consideration and appropriate action concerning the District's 2019 operating, Non-Operating and Capital budget.
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Mr. Dixon asked Mr. Self to discuss the District's 2019 Operating, Non-Operating and Capital budget.

Mr. Self presented the budget.

Mr. LeBlanc offered a motion to recommend to the full Board at the December 17, 2018 Regular Meeting to adopt Resolution 2018 – 050 approving the District's 2019 Operating, Non-Operating and Capital budget. Mr. Eason seconded the motion and it carried unanimously.

The budget will be presented to the full Board at the December 17, 2018 Regular Board meeting for approval.

2. Other matters that may properly come before the Committee.

Mr. Dixon asked if there were any other matters to be discussed.

Mr. Krielow asked if anyone had any further contact with the subject of the evaluation process. They were going to get someone to come in and go over the information received from other boards.

Mr. Dixon stated he has received information from two ports.

Mr. Krielow said the thought Mr. Eason had talked about getting someone from McNeese in conjunction with that information to help them develop some sort of path forward.

Mr. Dixon asked Mr. Krielow to make a motion to put this item on the agenda and they will get a second and then formally ask Mr. Eason if he would take care of this.

Mr. Eason suggested the Dean of the Business School or the person who works for Human Resources. She is committed to doing it. If they decide to move forward, if someone from the management team wants to reach out.

Mr. Lorenzi stated he thought they had done that already. Mr. Dixon replied that they had talked about it but never formally did it.

Mr. Eason said all they had to do was ask and coordinate when they want them to come in.

Mr. LeBlanc stated they should offer a motion that way it comes out of Committee and is in the minutes of the regular meeting.

Mr. Krielow said that if they could do that in conjunction with the information that Mr. Dixon obtained from the other ports. Mr. Dixon stated there were only two. Mr. Krielow said they were two deep water ports.

Mr. Krielow offered a motion to add to the agenda and request to get people from McNeese to assist the board in developing an evaluation procedure. They will report to the Board and not the staff. Mr. Lorenzi seconded the motion and it carried unanimously.

Mr. Rase said they could approve it here at the Committee meeting and then add it to the agenda under the Administration Committee report.

Mr. Dixon asked for a motion to adjourn. Mr. LeBlanc offered a motion to adjourn. Mr. Krielow seconded the motion and it carried unanimously. The meeting adjourned at 1:32 p.m.

This minute entry is made to document the presence of a quorum of the Committee. No other minutes are required or necessary.

All discussions held on the above items were recorded on the FTR Gold program, and saved on the District's mail file servicer in the District's office.

Dudley R. Dixon, Chairman

ATTEST:

Michael G. Eason, President

Carl Krielow, Committee Member

John L. LeBlanc, Committee Member

Tom Lorenzi, Committee Member