

**MINUTES OF
SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY-EAST
OPERATIONS COMMITTEE MEETING
HELD ON MAY 21, 2020**

PRESENT: Mark L. Morgan, Chair
Jason P. Latiolais, Committee Member

The Operations Committee of the Southeast Louisiana Flood Protection Authority-East (Authority or FPA) met on May 21, 2020.

In accordance with Section 2 of the Governor's Proclamation Number 59 JBE 2020: Renewal of State of Emergency for COVID-19 Extension of Emergency Provisions, the Southeast Louisiana Flood Protection Authority – East held its May Operations Committee meeting, scheduled for Thursday, May 21, 2020, virtually via video conference. The video conference was livestreamed for observation by the public, accessible from the following link:

<https://stream.lifesizecloud.com/extension/2000076559/d7307d29-07a1-4d48-8d55-9318165661e6>

Consistent with La. R.S. 42:14(D), public comments could be submitted via email to comments@floodauthority.org beginning 30 minutes prior to commencement of the meeting and continuing until the Public Comment item on the published agenda was reached, at which point comments received would be read into the record. Public comment submittals were to include the commenter's name and who they represent.

Mr. Morgan called the meeting to order at 10:40 a.m.

Opening Comments: None.

Adoption of Agenda: The agenda was adopted by the Committee.

Approval of Minutes: The minutes of the February 20, 2020, Operations Committee meeting were approved.

Public Comments: Mr. Morgan called for public comments. No public comments were submitted.

New Business:

A. Discussion of the proposed issuance of a Task Order to Tetra Tech, Inc. in the not to exceed amount of \$173,083 to provide preliminary design drawings and U.S. Army Corps of Engineers submittal for review of GIWW Bypass Gate alternate closures as identified in the Complex Structures Risk Reduction Measures.

Gerry Gillen, Operations Director, explained that a total of twenty risk reduction measures were developed in the baseline evaluation report prepared by Tetra Tech,

Inc. The proposed task order is for the four remaining highly difficult risk reduction measures for the GIWW Barge Bypass Gate. The scope of work includes analyzing the forces on the barge and starting the last four risk reduction measures. Tetra Tech has begun coordination with the U.S. Army Corps of Engineers (USACE) and the USACE indicated that it would consider risk reduction measures for the Barge Bypass Gate. The task order includes the preliminary designs. After USACE approval is received, Tetra Tech will have to return to the Committee prior to preparing the final plans.

Mr. Morgan expressed concern about Tetra Tech's inclusion of five round trip airfares from Seattle to New Orleans, at an estimated cost of \$7,000, plus time, for a professional electrical engineer.

Mr. Gillen explained that Tetra Tech employees are working on another project involving the winches; therefore, they may be able to double up and do the work at the same time. He stated that he did not foresee the electrical engineer having to come to New Orleans five times and that Tetra Tech will get approval prior to travel. Mr. Morgan instructed Mr. Gillen to manage the travel expenses.

The Committee will recommend that the Board approve the proposed task order with Tetra Tech, Inc.

B. Discussion of the 2020 Comprehensive Emergency Management Plan (CEMP).

Chris Humphreys, Director of Engineering, explained that the former three separate Emergency Operations Plans for the levee districts were consolidated and are now included in the Comprehensive Emergency Management Plan (CEMP). The CEMP was further consolidated, the contacts were updated, and the plan was reformatted to make future updates easier. COVID-19 protocols for emergency operations are still under discussion and will be developed as a policy outside of the CEMP.

Mr. Morgan requested that Mr. Humphreys prepare a list of individuals to be assigned satellite phones and that the main telephone number for the Emergency Operations Center be shown on the CEMP cover. Mr. Humphreys advised that he prepared a list of individuals to be assigned satellite phones; however, it must be reviewed by the Chief Administrative Officer. The satellite phone assignments and phone numbers will be included by amendment in the CEMP.

Mr. Latiolais asked about the CEMP's accessibility for employees. Mr. Humphreys advised that thirty hard copies would be made available internally and that an electronic copy would be provided to every department. Copies of the CEMP, minus the contact lists, would be provided to other agencies.

The Committee will recommend that the Board approve the 2020 CEMP.

There was no further business, therefore, the meeting was adjourned at 10:50 a.m.