

**MINUTES OF
SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY-EAST
OPERATIONS COMMITTEE MEETING
HELD ON JUNE 17, 2021**

PRESENT: Mark L. Morgan, Chair
Clay A. Cosse, Committee Member
Herbert T. Weysham, III, Committee Member

The Operations Committee of the Southeast Louisiana Flood Protection Authority-East (Authority or FPA) met on June 17, 2021, at the Franklin Avenue Administrative Complex, Meeting Room 201, 6920 Franklin Avenue, New Orleans, Louisiana. Mr. Morgan called the meeting to order at 10:30 a.m.

Opening Comments: Mr. Morgan advised that the Operations Committee instituted a Safety Minute in its meetings several months ago and the effort has gone well in promoting safety thought. He noted that the June 15th edition of the employees' newsletter (In The Levee Loop) included a number of articles by staff on various safety issues. He stressed the importance of protecting the FPA's employees and commented that an improved safety culture is beginning to infiltrate the entire organization.

Adoption of Agenda: The Committee approved the agenda as presented.

Approval of Minutes: The Committee approved the minutes of the Operations Committee meeting held on May 20, 2021.

Public Comments: None.

Safety Minute:

Rusty Kennedy, Director of Facilities, Risk and Safety, introduced Remington Kreitzer, Mechanic Supervisor A at the East Jefferson Levee District (EJLD) facility, to provide a presentation on risks and safety in the Mechanic Shop. The presentation would also inform the Committee about the wide range of safety issues addressed by the FPA.

Remington Kreitzer advised that he is a Mechanic Supervisor A and has been with the EJLD since the end of 2012. Prior to his employment by the EJLD, he served in the U.S. Marine Corps as a 1341 Heavy Marine Equipment and Heavy Machine Mechanic, with a secondary as a 0481 Logistics Specialist, Motor Key Operator and Mechanic.

Mr. Kreitzer explained that risk assessment must be very fluid in the field of mechanics due to the adaptations that must be made as the work is being done. For example, a simple burned out light can end up being a shock risk due to a wiring problem, or a suspected engine issue could actually be a hydraulics issue accompanied by the risks associated specifically with hydraulics (e.g., hydraulic injection and pressure risks).

Mr. Kreitzer reviewed a number of risks in the field of mechanics and pointed out that some of the risks, although minimal in possibility, have a very high impact:

- Electric shock
- Crush hazards
- Torsional force - associated with using air tools and with moving parts that can wield a great amount of force.
- Fuel and fire exposure
- Animal exposure – e.g., ants and snakes
- Poisonous plant exposure – Poison oak and poison ivy can be mixed in with vegetation entangled on machinery that is used in the field and brought in for repair. Wipes are carried and used in the event of such exposure.
- Hydraulic or air leaks – A piece of paper or cardboard (never a hand) is used to detect a hydraulic or air leak because both are high pressure systems. If the pressure is released through a leak, the skin can be penetrated and potentially result in a serious injury, including embolization and hydraulic injection and can lead to organ failure, brain dysfunction and even death.
- Moving objects – Includes the possibility of loose parts being ejected when a piece of machinery or vehicle brought in for repairs is first started. Mechanics call clear so that everyone can distance themselves away from any potential flying parts or objects.

Mr. Kreitzer reviewed some of the Personal Protective Equipment (PPE) used by the mechanics:

- Safety glasses
- Face shields, which are used under certain condition and are used in addition to safety glasses.
- Various types of gloves, including leather for electrical or hot issues, nylon for shock and abrasion issues, and nitrile for chemical exposure. Gloves are changed from job to job and may be changed several times during a repair.
- Shields that are can be placed over certain items when a risk is perceived.

He advised that in addition to the PPE, the mechanics have various pieces of safety equipment, many of which are repair specific, that can be employed to prevent injury. Two eye wash stations and a shower are available in the mechanic shop, along with one mobile eye wash station. The eye wash stations are run once a week and cleaned to ensure there are no contaminates.

Mr. Morgan asked about the safety procedures in place relative to new employees.

Mr. Kreitzer explained that when onboarding a new employee or when a mechanic is brought in from a different facility, for the first month or two he is personally alongside the individual as they work. He pointed out that mechanics must have time and be able to familiarize themselves with the equipment that is on hand and different safety aspects when moving from one facility to another. He advised that the mechanics under his supervision know that if they have a question about a repair or it is their first time doing a certain repair, he will work alongside them to provide instruction and address any potential safety hazards.

Mr. Morgan thanked Mr. Kreitzer for his presentation.

New Business:

A. Discussion of the proposed advertisement and issuance of Requests for Qualifications (RFQ) for professional Support Services (Architectural / Mechanical / Electrical / and Other Facility Services) for the purpose of entering into Indefinite Delivery-Indefinite Quantity (ID-IQ) contracts for services on an as needed basis.

Chris Humphreys, Director of Engineering, advised that the current ID-IQ contracts for the subject services will expire on October 31, 2021, and that staff proposed the advertisement and issuance of RFQs for Support Services (Architectural / Mechanical / Electrical / and Other Facility Services) so that new contracts can be put in place by November 1st. The contracting procedures included in the FPA's Purchasing Policy will be followed. The ID-IQ contracts for various services are sequenced so that they don't all terminate at the same time. Some types of service are being consolidated to lessen the number of contracts.

The Committee will recommend that the Board approve the advertisement and issuance of RFQs for the aforementioned services.

B. Discussion of the proposed advertisement and issuance of RFQs for professional Construction Materials Testing and Inspection Services for the purpose of entering into ID-IQ contracts for services on an as needed basis.

Mr. Humphreys advised that the current ID-IQ contracts for Construction Materials Testing and Inspection Services will expire on October 31, 2021, and that staff proposed the advertisement and issuance of RFQs for said services so that new contracts can be put in place by November 1st.

The Committee will recommend that the Board approve the advertisement and issuance of RFQs for the aforementioned services.

C. Discussion of the proposed award of a contract to J. C. Cheek Contractors in the amount of \$166,566.20 for the Placement of Sod as Needed on Levee Crowns in the East Jefferson Levee District.

Mr. Humphreys explained that the purpose of the proposed contract is to repair areas that have been worn either by traffic or foot traffic. About 12,000 linear feet of levee is in need of repair in the EJLD and about 9,000 linear feet of levee is in need of repair in the O.L.D. Mr. Morgan pointed out that the repairs are required so that potential overtopping from a storm surge does not erode the levee. Mr. Humphreys advised that in some areas the HPTRM (High Performance Turn Reinforcement Mat) is exposed and will degrade with exposure to the sun. Four bids were received and J.C. Cheek Contractors was the low bidder for both the EJLD and O.L.D. projects. Mr. Morgan suggested that staff do whatever it can to bring this issue to the public's awareness and prevent future damage to the levee.

The Committee will recommend that the Board approve the award of a contract to J.C. Cheek Contractors for the Placement of Sod as Needed on Levee Crowns in the EJLD.

D. Discussion of the proposed award of a contract to J.C. Cheek Contractors in the amount of \$134,857.58 for the Placement of Sod as Needed on Levee Crowns in the Orleans Levee District.

Mr. Humphreys advised that much of the discussion of this item took place under Item C. He added that J.C. Cheek Contractors has been used as a subcontractor on some larger levee projects.

The Committee will recommend that the Board approve the award of a contract to J.C. Cheek Contractors for the Placement of Sod as Needed on Levee Crowns in the O.L.D.

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