

Ouachita Council of Governments  
Regular Meeting Minutes  
June 24, 2024

Members Present:	Thom Hamilton City of West Monroe	Mayor Staci Mitchell City of West Monroe
	Gretchen Ezernack Monroe City Council	Toni Bacon Ouachita Parish Police Jury
Staff Present:	Doug Mitchell Executive Director	Shelby Rybicki Planner II
	Jeff Maxwell CPA	Jeffrey Tyler Planner II

A public hearing was held on June 24, 2024, at the Council Chambers of the Monroe Government Plaza at 11:30 a.m. to hear comments from the public regarding the Unified Public Work Program and its supporting documents introduced at the previous April 29, 2024, OCOG meeting. There were no comments.

The Ouachita Council of Governments meeting was called to order by Staci Mitchell. The meeting was held in the Council Chambers of the Monroe Government Plaza.

A roll call certified a quorum was present.

A motion was made by Gretchen Ezernack and seconded by Toni Bacon to approve the April 29, 2024, minutes. Motion carried unanimously.

A motion was made by Thom Hamilton and seconded by Toni Bacon to amend the agenda to add **Action Item: MTP Consultant Selection** under the Transportation Policy Committee. Motion carried unanimously.

A motion was made by Thom Hamilton and seconded by Gretchen Ezernack to recess OCOG and enter into the Transportation Policy Committee. Motion carried unanimously.

**Transportation Policy Committee**

A motion was made by Toni Bacon and seconded by Gretchen Ezernack to approve the **Unified Planning Work Program (UPWP)** and UPWP supporting documentation for adoption. Motion carried unanimously.

On June 12, 2024, the Technical Advisory Committee (TAC) met to evaluate and score proposals for the 2050 Metropolitan Transportation Plan (MTP). Proposals were submitted by Alliance Transportation Group, LLC (ATG) and Neel-Schaffer, Inc. (NS). ATG received 828 points and NS received 724 points. Therefore, the TAC recommended that OCOG contract with ATG for the 2050 MTP.

A motion was made by Thom Hamilton and seconded by Toni Bacon to approve the recommended consultant, ATG, for the 2050 MTP as presented by Doug Mitchell. Motion carried unanimously.

A motion was made by Toni Bacon and seconded by Gretchen Ezernack to adjourn the Transportation Policy Committee and reconvene OCOG. Motion carried unanimously.

A motion was made by Thom Hamilton and seconded by Gretchen Ezernack to ratify the actions of the Transportation Policy Committee. Motion carried unanimously.

A motion was made by Toni Bacon and seconded by Gretchen Ezernack to approve the introduction of the Amended FY24 OCOG Budget as presented by Jeff Maxwell. Motion carried unanimously.

A motion was made by Thom Hamilton and seconded by Toni Bacon to approve the introduction of the FY25 OCOG Budget as presented by Jeff Maxwell. Motion carried unanimously.

A motion was made by Toni Bacon and seconded by Thom Hamilton to accept the Budget to Actual Report as presented by Jeff Maxwell. Motion carried unanimously.

#### **Ambulance Advisory Board**

A motion was made by Toni Bacon and seconded by Gretchen Ezernack to amend the agenda to add *Action Item: Contract Extension* as recommended by Elmer Noah. Motion carried unanimously.

On May 23, 2024, the Ambulance Advisory Committee held a special meeting in which the majority ruled to recommend a 2-year contract renewal with Acadian Ambulance.

A motion was made by Gretchen Ezernack and seconded by Toni Bacon to approve the recommended 2-year Ambulance Service Agreement renewal with Acadian as presented by Elmer Noah. Motion carried unanimously.

Elmer Noah advised OCOG to begin discussions at least one year before the renewal period ends if it wishes to send out a request for proposal (RFP).

#### **Long Term Recovery Board**

No report.

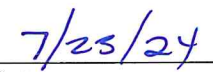
#### **Northeast Delta Human Services Board**

No report.

There being no other business a motion was made by Toni Bacon and seconded by Gretchen Ezernack to adjourn. Motion carried unanimously.



Doug Mitchell  
Executive Director, OCOG

  
Date



# OUACHITA COUNCIL OF GOVERNMENTS

Monroe

West Monroe

Ouachita Parish

3000 KILPATRICK BLVD • MONROE, LOUISIANA 71201

## AMENDED

OUACHITA COUNCIL OF GOVERNMENTS

MONROE GOVERNMENT PLAZA

COUNCIL CHAMBERS

JUNE 24, 2024

12 NOON

### AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF PRIOR MEETING MINUTES

*Action Item*

RECESS OCOG

*Action Item*

TRANSPORTATION POLICY COMMITTEE

*Action Items*

A. UNIFIED PLANNING WORK PROGRAM (UPWP) – ADOPT

1. UPWP SUPPORTING DOCUMENTS

a) UPWP RESOLUTION

b) FY 24-25 OCOG CONTRACT

c) 2025 OCOG AUTHORIZING RESOLUTION

B. 2050 MTP CONSULTANT SELECTION – APPROVE

RECONVENE OCOG

*Action Item*

RATIFY ACTIONS OF TRANSPORTATION COMMITTEE

*Action Item*

AMENDED FY24 OCOG BUDGET – INTRODUCE

*Action Item*

FY25 OCOG BUDGET – INTRODUCE

*Action Item*

BUDGET TO ACTUAL REPORT

*Action Item*

AMBULANCE SERVICE ADVISORY BOARD REPORT

*Action Item*

A. ACADIAN CONTRACT EXTENSION – APPROVE

ADJOURNMENT

*\*HOMELAND SECURITY AND EMERGENCY PREPAREDNESS REPORT\**

**An Equal Opportunity Employer**



# OUACHITA COUNCIL OF GOVERNMENTS

Monroe

West Monroe

Ouachita Parish

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OUACHITA COUNCIL OF GOVERNMENTS

MONROE GOVERNMENT PLAZA

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**JUNE 24, 2024**

**12 NOON**

## **AGENDA**

CALL TO ORDER

ROLL CALL

APPROVAL OF PRIOR MEETING MINUTES

*Action Item*

RECESS OCOG

*Action Item*

TRANSPORTATION POLICY COMMITTEE

A. UNIFIED PLANNING WORK PROGRAM (UPWP) – ADOPT

*Action Item*

1. UPWP SUPPORTING DOCUMENTS

a) UPWP RESOLUTION

b) FY 24-25 OCOG CONTRACT

c) 2025 OCOG AUTHORIZING RESOLUTION

RECONVENE OCOG

*Action Item*

RATIFY ACTIONS OF TRANSPORTATION COMMITTEE

*Action Item*

AMENDED FY24 OCOG BUDGET – INTRODUCE

*Action Item*

FY25 OCOG BUDGET – INTRODUCE

*Action Item*

BUDGET TO ACTUAL REPORT

*Action Item*

AMBULANCE SERVICE ADVISORY BOARD REPORT

*Mr. Elmer Noah*

ADJOURNMENT

*\*HOMELAND SECURITY AND EMERGENCY PREPAREDNESS REPORT\**

**An Equal Opportunity Employer**

**OUACHITA COUNCIL OF GOVERNMENTS**  
**MONROE, LOUISIANA**

**GENERAL FUND**  
**BUDGETARY COMPARISON SCHEDULE**

**AMENDED BUDGET FOR THE YEAR ENDED JUNE 30, 2024**

**ORIGINAL BUDGET FOR THE YEAR ENDED JUNE 30, 2025**

	<u>Budgeted Amounts</u>		<u>06/30/25</u>
	<u>Original</u>	<u>Final</u>	<u>Original</u>
Budgetary Fund Balance, Beginning	\$ 195,555	\$ 174,388	\$ 171,775
Resources (inflows)			
Intergovernmental Revenues			
Federal Sources			
Federal Highway Administration	298,608	288,000	294,090
Regional Strategic Highway Safety Plan	225,000	205,000	248,150
Federal Transit Authority	45,955	57,950	83,326
Federal Transit Authority - Hum Svcs	15,000	15,000	15,000
Federal Highway Administration - SS4A	-	197,500	122,180
Local Sources			
City of Monroe	73,676	92,745	101,645
City of West Monroe	21,938	26,831	25,178
Ouachita Parish Police Jury	42,118	67,531	58,943
Other Revenues			
Contributions-in-kind	14,000	14,000	14,000
Other Income	35,000	35,000	35,000
Total Revenues (Inflows)	<u>771,295</u>	<u>999,557</u>	<u>997,512</u>
Amounts available for appropriations	966,850	1,173,945	1,169,287
Charges to appropriations (outflows)			
Current			
General and Administrative	50,000	50,000	50,000
Health and Welfare	10,000	20,000	20,000
Public Works	<u>685,295</u>	<u>932,170</u>	<u>912,180</u>
Total Charges to Appropriations	<u>745,295</u>	<u>1,002,170</u>	<u>982,180</u>
Budgetary Fund Balance, Ending	<u>\$ 221,555</u>	<u>\$ 171,775</u>	<u>\$ 187,107</u>

## Budget to Actual

June 24, 2024

	<u>Contract Budget</u>	<u>Y-T-D Budget</u>		<u>May 2024</u>	<u>Y-T-D</u>		<u>April 2024</u>	<u>Prior Year</u>
Local	35,613	32,645	91.67%	8,903	26,710	75.00%	-	35,613
FTA	72,437	66,401	91.67%	4,838	59,686	82.40%	6,996	86,615
Human Svcs	15,000	13,750	91.67%	-	12,018	80.12%	435	15,000
FHWA	373,260	342,155	91.67%	30,675	327,281	87.68%	32,581	371,275
Safety	<u>1,373,022</u>	<u>91,535</u>	6.67%	<u>19,335</u>	<u>71,223</u>	5.19%	<u>18,574</u>	<u>901,250</u>
TOTAL	1,869,332	546,486	38.28%	63,751	496,918	26.58%	58,586	1,409,753

SS4A	May 2024		
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
	399,600	181,282	45.37%
Contracted	350,000	178,108	50.89%
North Delta	49,600	3,174	6.40%

Safety is a 5 year contract. Spent the prior contract in January 2024.  
The new safety contract started February 1.

1 Budgeted amounts remaining on contract per month:

Local	8,903	1	8,903.00
Safety	1,301,799	56	23,246.41
FTA	12,751	1	12,751.00
Human Svcs	2,982	1	2,982.00
FHWA	<u>45,979</u>	<u>1</u>	<u>45,979.00</u>
	1,372,414		93,861.41

Eleven months into the year we should be around 91% in our programs.

Not considering safety, we are at 87%.

# **AMBULANCE ADVISORY COMMITTEE MEETING MINUTES – May 23, 2024**

<b>ATTENDEES:</b>		
MEMBERS: Jay Lewis – Chairman (ULM), Andy Carter - Vice Chairman (Ochsner-LSU), Kayla Johnson, (SFGC), Terry Williams (MFD), Pat Hemphill (OPFD), Charlie Simmons (WMFD)		
OTHERS: Martin Bech, Robert Moore (OPFD), Keisha Sparks (Acadian), Jason McMillon, Chris Long, Shane Terrel (Air Med), Colby Kenard (Acadian), Jill Kennard (Acadian), Orea Hardison (Acadian), Lindsey Finch (Acadian), Justin Nowlin (Acadian), Troy Guidry (Acadian), Jay Mitchell (OPP), Elmer Noah (Contract Administrator), Kody Carnell (SFGC)		
<b>DISCUSSION</b>	<b>RECOMMENDATIONS/ACTIONS</b>	<b>RESPONSIBLE PARTY</b>
Meeting called to order at 1:31 pm		Jay Lewis, Chairman
Roll call for members of the Ambulance Advisory Committee.	Todd Worley (Glenwood) - absent	Kody Carnell, Secretary
The minutes from the last meeting on 4/25/24 were distributed and reviewed.	April 25, 2024, minutes were reviewed.  Motion made by Terry Williams to approve the April 25, 2024, minutes. Charlie Simmons seconded the motion. The motion was unanimously approved.	Ambulance Advisory Committee
The agenda was presented and reviewed.	Agenda was reviewed and approved.  Motion made by Pat Hemphill approve the agenda. Terry Williams seconded the motion. The motion was unanimously approved.	Ambulance Advisory Committee
Review/Discuss – April 2024 Compliance Reports/2023/2024 Quarterly Reports:  Keisha Sparks reviewed with the committee the April compliance report. Keisha provided a revised version from the one emailed earlier due to errors discovered. She noted compliance was not met for zone 3/priority 1. They are working on relocating posts in zone 3 to try to help with zone 3 response times.	Updates given by Keish Sparks, Acadian  Deferred approval for Acadian response time compliance reports for January, February, and March. April compliance reports was reviewed for approval.  Motion made by Kayla Johnson to approve the deferred Acadian response time compliance reports for January, February, and March and to approve April compliance reports. Andy Carter seconded the motion. The motion was unanimously approved.	Keisha Sparks, Acadian

April	
Priority 1	Priority 2
Zone 1	92.9%
Zone 2	90.1%
Zone 3	83.7%
	100%

The quarterly reports were then reviewed. Keisha noted that 2024 quarter 1 report is without exceptions. The committee expressed the fact that Acadian did fail to meet compliance in 2 quarters within a 12-month period. It was noted that each time



Acadian is out of compliance they do present a plan for compliance as required in the provider agreement. This is something that will need to continue to be monitored.		
<p>Review/Discuss – Ambulance Service Agreement (renewal of 1 year up to 4 years):</p> <p>Acadian provided a more specific plan with definition detailing investments and programs in Ouachita Parish that are planned over the next several years. This was reviewed and discussed by the committee. Kayla Johnson felt the committee should recommend a 4-year renewal, but her motion was not seconded. Majority of the committee were more comfortable with a 2-year renewal.</p>	<p>Ambulance Service Agreement discussion regarding future renewal term length.</p> <p>Motion made by Pat Hemphill to recommend to OCOG to renew the Ambulance Service Agreement for 2 years (1/1/25-12/31/26). Terry Williams seconded the motion. The motion was approved 5 to 1.</p>	Ambulance Advisory Committee
<p>Next meeting to be held July 18, 2024, unless a special called meeting is necessary. Next OCOG meeting is June 24, 2024, where the recommendation will be presented. Jay Lewis noted that this is Pat Hemphill's last meeting and commended him for his years of service on the committee.</p> <p>There being no further business. The meeting was adjourned at 2:20pm.</p>	Next meeting July 18, 2024, at 1:30pm	Ambulance Advisory Committee
	<p>Meeting Adjourned</p> <p>Motion made by Terry Williams to adjourn the meeting. Kayla Johnson seconded the motion. The motion was unanimously approved.</p>	



DATE: **June 24, 2024**

ROLL CALL

	MEMBERS	PHONE #	EMAIL	PRESENT	ABSENT
✕	Mayor Friday Ellis	318-329-2227	lyndamcmahan@ci.monroe.la.us		✓
✓	Mayor Staci Mitchell	318-396-2600	smitchell@westmonroe.la.gov	✓	
✓	Mr. Thom Hamilton	318-235-5998	thomhamiltonemail@gmail.com	✓	
✓	Mrs. Gretchen Ezernack	318-366-1675	gretchen.ezernack@ci.monroe.la.us	✓	
✓	Mrs. Toni Bacon	318-331-3188	toni.bacon@oppj.org	✓	
	Mr. Shane Smiley	318-267-8659	ssmiley@oppj.org		✓

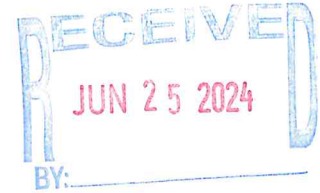
OUACHITA COUNCIL OF GOVERNMENTS MEETING  
MONROE CITY COUNCIL CHAMBERS  
JUNE 24, 2024  
12 NOON

PLEASE SIGN IN:  
(Print Please)

NAME	AGENCY REPRESENTING
Heath Hephner	OPFD
Jason Phipps	OPFD
Robt Moore	OPFD
Jamie Eppine He	OHSEP
Elmer Noah	Ambulance Board
Gray Mitchell	OPPS
Keisha Sparks	AASI
Colby Kennard	AASI
Jill Kennard	AASI
Cree Hardison	AASI

**AFFIDAVIT OF PUBLICATION**

Ouachita Council Of Government  
3000 Kilpatrick BLVD  
Monroe LA 71201-5166

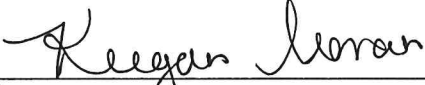

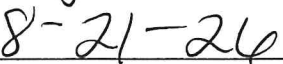


STATE OF WISCONSIN, COUNTY OF BROWN

The News Star, a daily newspaper published in the city of Monroe,  
in the Parish of Ouachita, State of Louisiana, and personal  
knowledge of the facts herein state and that the notice hereto  
annexed was Published in said newspapers in the issue:

06/13/2024

and that the fees charged are legal.  
Sworn to and subscribed before on 06/13/2024

  
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\_\_\_\_\_  
Notary, State of WI, County of Brown  
  
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NICOLE JACOBS  
Notary Public  
State of Wisconsin

**OCOOG Public Notice**  
The regular meeting of the Ouachita Council of Governments is scheduled for Monday, June 24, 2024, at noon in the Council Chambers of the Monroe Government Plaza. A public hearing will be held at 11:30 a.m. to hear comments from the public regarding the Unified Planning Work Program (UPWP) and supporting documents.

June 13 2024  
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