

MINUTES OF THE MEETING OF THE  
CADDO PARISH COMMISSION'S  
APPROPRIATIONS COMMITTEE  
HELD ON THE 2ND DAY OF JULY, 2020

The Caddo Parish Commission met in a Work Session, on the above date, at 2:00 p.m., via Zoom teleconference, with Mr. Lyndon B. Johnson, Chairman, presiding, and the following members in attendance: Commissioners Burrell, Cawthorne, Chavez, Hopkins, and Lazarus (5). ABSENT: None (0).

The invocation and Pledge of Allegiance were bypassed due to them being given during the previous meeting.

**CERTIFICATE FOR TELECONFERENCE**

WHEREAS, the Governor of the State of Louisiana has issued Proclamation Number 33 JBE 2020, stating that, due to the current Public Health emergency declared in the Governor's Proclamation Number 25 JBE 2020, and citing the provisions of La. R.S. 29:721, et seq., granting him the authority to control the "ingress and egress to and from a disaster, the movement of persons within the area, and the occupancy of premises therein; and

WHEREAS, the Governor, in Proclamation Number 33 JBE 2020, has limited all gatherings of 10 or more people, for public safety purposes; and

WHEREAS, Governor has issued a general stay at home order "unless performing an essential activity," 33 JBE 2020, Section 3; and

WHEREAS, attendance at a Caddo Parish Commission Work Session meeting is not stated in the list of essential activities, listed in 33 JBE 2020, Section 3; and

WHEREAS, the usual conduct of the meeting would require travel and the presence of a number of persons in excess of ten (10); and

WHEREAS, the Governor of the State, in Proclamation Number 30 JBE 2020, Section 4, issued on March 16, 2020, has invoked the aforementioned statutes authorizing him to allow attendance at essential governmental meetings via teleconference or video conference during the pendency of this emergency; and

WHEREAS, the Governor of the State, in Proclamation Number 41 JBE 2020, Section 13, issued on April 2, 2020, has extended the Stay-At-Home Order until Thursday, April 30, 2020; and

THEREFORE, the Caddo Parish Commission hereby certifies that it will not be able to obtain a quorum and convene a meeting in a public forum on April 20, 2020 due to the Governor's proclamations, and will be required to meet by video conference, and, if necessary teleconference, on that date as allowed by law and the Proclamations of the Governor listed above.

Date: July 2, 2020

/s/Mario Chavez, President

Mr. Johnson opened up the floor for Citizens Comments. At this time, there were no agenda additions and there were no public comments.

Mr. Johnson welcomed everyone to the meeting to discuss the following items:

- Discuss audit finding and recommendations regarding NGO process
- Review 2020 NGO application responses
- Mr. Johnson moved to the last New Business item, *Discuss audit finding and recommendations regarding NGO process.*

Mr. Johnson explained that during the last internal audit, there was a moderate observation that the auditors felt should be addressed by this Committee. He said that the moderate risk ranking was the evaluation criteria was not standardized or documented. In other words, a written formula or document of guidelines on how funds are appropriated to the NGOs. Mr. Johnson does not believe this is so because the NGOs have to fill out an application with a description of how the funds are going to be used. Based upon that description determines how much, if any, the organization will receive. He also mentioned that over the years, the applications have required more detail and information.

Mr. Burrell said that he has dealt with nonprofits for over twenty years. He wanted to know if the Committee has criteria in which they evaluate the committees.

Mr. Cawthorne said that the concern is that the NGO Committee does not have a methodology or formula in which to disburse funding. Mr. Johnson said that it does not have to be a formula, it could be guidelines. Mr. Cawthorne wanted to know since there is no guidelines, would it expose the Commission legally. Mr. Johnson said that it does not. Mr. Cawthorne agrees with the uniqueness of Caddo Parish rather than “putting us in a cookie cutter type methodology”. He does not feel that the Committee should “fix what is not broken”.

Mr. Hopkins agreed with the uniqueness of Caddo Parish, but he feels that there should be a standardized scoring system. He said that the Committee changes every year. He also said that the scoring system would help the citizens and organization meet the qualifications for funding.

Mr. Burrell said that sometimes a concrete scoring system is skewed towards certain types of nonprofits. He agreed that there needs to be a standardized system, but it should allow for flexibility.

Mr. Cawthorne wanted to know who would design the questionnaire or scoring system if it were to be implemented. Mr. Johnson said that this committee would design it. Mr. Cawthorne then wanted to know what areas would the organizations be scored. Mr. Hopkins suggested that the Commission, Administration, and Finance would have to work together to design the scoring system. He also explained that the organizations would have to be low to moderate income and determine how it would be weighted. He gave an example of the food bank being a larger organization, so it would be weighted differently from smaller organizations.

Mr. Johnson agreed and said that this is already being done, it just isn't documented. He also pointed out that one of the criteria is that it would have to be for low to moderate income. He also said that if the organization does not do the proper reporting, they will not receive funding for the next year. He reiterated that the application covers most of the bases for this particular observation.

Mr. Burrell said that some of the smaller NGOs do not have the social connection with private donors for additional funding.

Mr. Johnson said that he will draft a guideline mechanism to use for the NGO process for the next Committee meeting.

Mr. Atkins agreed with all that has been mentioned during this meeting in regards to the NGO process. He suggested to add a little more framework around the process to help communicate it better.

- At this time, Mr. Johnson moved onto the next New Business item, *Review 2020 NGO application responses*.

Mr. Johnson explained that during the last meeting, the Committee decided to delay the allocation of some of the organizations funding due to COVID-19 and the revenues not coming in.

Mr. Johnson said that the Committee delayed \$428,000 of the \$980,750 that was allocated to NGOs. He wanted to know how much of the \$428,000 has been paid. Mrs. Barnett said that some of those partial payments have been paid, while some have not, but they are all “in motion” based on what the Commission allowed to be paid.

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to skip the organizations who have not submitted a status letter. Motion carried by acclamation.*

#### **Arc Caddo-Bossier (Goldman School)**

Mrs. Barnett said that this is a year-round school. The Caddo Commission funds the disabled children.

Mr. Johnson wanted to know how many children were low to moderate income. Mrs. Barnett said that there are 95 children in the program with approximate 35 children below the poverty level.

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to fund \$8,000 to Arc Caddo-Bossier Goldman School. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Hopkins, Johnson, and Lazarus (6). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

#### **Bernstein Development**

Answering a question from Mr. Hopkins regarding the length of the program, Mrs. Barnett said that they normally have a summer program. She also mentioned that they were one of the first organizations who submitted their status letter. She is unsure if they were able to begin their program in June.

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to postpone Bernstein*

*Development until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Hopkins, Johnson, and Lazarus (6). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

#### **Boy Scouts of America**

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to postpone Boy Scouts of America until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Hopkins, Johnson, and Lazarus (6). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

Mr. Johnson skipped over Catholic Charities of North Louisiana, Cedar Grove Community Development Corporation, Community Renewal, Inc., Family Resources of Education & Empowerment Center, Inc., and Gertrude's Gifts due to not submitting a status letter.

#### **Girl Scouts of LA—Pines to the Gulf**

It was **moved by Mr. Johnson**, seconded by Mr. Lazarus, *to postpone Girl Scouts of LA-Pines to the Gulf until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Hopkins, Johnson, and Lazarus (6). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

Mr. Burrell wanted to know if there were extra costs for virtual programming. Mr. Johnson explained that the traditional expenses that they would normally have would offset the costs for virtual programming.

Mr. Johnson pointed out that Girl Scouts have dues for memberships, so they have revenue coming in.

Mr. Johnson skipped over Grace Project, Harmony Faith Ministries, Inc., and Heartwork Foundation due to not submitting a status letter.

#### **Image Changers, Inc.**

Mr. Burrell said that the tutoring is still going on, but it is being done via Zoom.

Mr. Hopkins wanted to know what "as soon as allowed" meant in the description. Mr. Burrell explained that they are monitoring the Governor's executive orders, so they will do in-person tutoring when it is safe.

Mr. Johnson said that tutoring programs are important due to the students getting out of school early. He suggested that they would need to be tutored so they do not fall behind.

It was **moved by Mr. Johnson**, seconded by Mr. Chavez, *to fund Image Changers, Inc. \$10,000 and postpone the other \$10,000 until August.*

Mr. Burrell pointed out that they have to submit receipts for everything in order to receive funding.

Mr. Johnson wanted to know the number of children in the program. Mrs. Barnett said that there is not a total number of children listed on the application.

Answering a question from Mr. Cawthorne regarding the way the letters were sent out, Mrs. Barnett said that it was sent out via regular mail. Mr. Cawthorne said that there are a few organizations that have not received correspondence from the Parish. Mrs. Barnett explained that they send out the correspondence where they have them set up as vendors, which is also the same address where they receive their checks. She mentioned that they have not received any returned mail, but she will re-send the correspondence.

At this time, Mr. Johnson's motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Hopkins, Johnson, and Lazarus (6). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

#### **Inner City Entrepreneur Institute**

Mr. Burrell explained that BizCamp program schedule for June was postponed, however, a scaled down version is planned for the Fall. ICE, along with Cotton Street Farms, will provide a hands-on experience for existing graduates in health and nutrition, entrepreneurship, and STEM training.

It was **moved by Mr. Burrell**, seconded by Mr. Johnson, *to fund Inner City Entrepreneur Institute \$10,000. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Hopkins, Johnson, and Lazarus (6). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

#### **Loving All Little Ones**

### **Martin Luther King Community Development Corporation**

Entity provided Spring tutoring. Senior Socialization program was changed to Senior Stabilization program and helped provide seniors with PPE, as well as helping senior citizens get groceries to alleviate exposure to the coronavirus. Summer tutoring will continue to ensure students do not fall behind on studies. School uniforms will still be purchased for low-income students. Fall activities are still scheduled which include food distribution, Christmas gifts for children, and coats and other outer wear for children.

Mr. Johnson pointed out that \$10,000 was already awarded with \$15,000 being delayed.

It was **moved by Mr. Burrell**, seconded by Mr. Johnson, *to fund the Martin Luther King Community Development Corporation \$15,000. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

Mr. Johnson skipped over Mission Project Foundation, Northwest Louisiana Youth Golf, Pamoja Art Society, Project Seek (Seeding Skills Reading Clinic), R.I.S.E. Shreveport, and Reach Out & Touch due to not having a status letter submitted.

### **Renzi Education & Art Center, Inc.**

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to postpone Renzi Education & Art Center, Inc. until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

Mr. Johnson skipped over Rho Omega & Friends, Inc. due to not having a status letter submitted.

### **Robinson's Rescue**

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to fund Robinson's Rescue the remaining \$25,000. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

### **Shreveport Little Theatre & Academy**

It was **moved by Mr. Johnson**, seconded by Mr. Cawthorne, *to postpone Shreveport Little Theatre & Academy until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

### **Shreveport Opera**

It was **moved by Mr. Johnson**, seconded by Mr. Lazarus, *to fund Shreveport Opera \$4,000. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

Mr. Johnson skipped over Shreveport Regional Arts Council due to not submitting a status letter.

### **SISTERS International, Inc. "Restoration Crisis Center (RCC)"**

Necessary adjustments were made to provide services through virtual learning by Zoom, teleconferencing, and online media. The partnership with The Queen's Home to provide life skill training has continued.

It was **moved by Mr. Burrell**, seconded by Mr. Johnson, *to fund SISTERS International \$15,000 and postpone the remaining \$15,000 until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

### **Social Justice Civic League, Inc.**

Tutoring program is on hold. They desire to continue the annual scholarship award program. Once COVID is controlled, the After School program will continue at Broadmoor and Pine Grove.

It was **moved by Mr. Burrell**, seconded by Mr. Johnson, *to fund Social Justice Civic League \$7,500 and postpone the remaining \$7,500 until August. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

Mr. Johnson skipped over SuperMen for Christ and Successfully Preparing Our Teens (SPOT), STEAM Beats Program due to not submitting a status letter.

**Young Women's Christian Association of Northwest Louisiana, Inc.**

Programs continue at the YWCA including LEAD for at-risk girls. LEAD has continued using virtual platforms. When deemed safe, the program will continue in-person. As of January, 2020, LEAD program reached 529 girls.

It was **moved by Mr. Johnson**, seconded by Mr. Hopkins, *to fund YWCA \$10,000.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

**Youth Outreach Services**

It was **moved by Mr. Johnson**, seconded by Mr. Burrell, *to fund Youth Outreach Services \$10,000.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

It was **moved by Mr. Cawthorne**, seconded by Mr. Johnson, *to fund Loving Little Ones and You Too at \$10,000 each contingent upon receiving a status letter.*

Mr. Hopkins requested that an explanation be given for each organization. Mr. Cawthorne explained that Loving Little Ones hosts the pop up shelter at Independence Stadium and provide hair cuts, etc. YouToo is an educational organization to help students apply for FAFSA, financial aid, and help the kids with applying for college.

At this time, Mr. Cawthorne's motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Hopkins, Johnson, and Lazarus (5). NAYS: None (0). ABSENT: Commissioner Chavez (1). ABSTAIN: None (0).

Mr. Johnson mentioned that \$294,000 has not been allocated yet and has been delayed. He also said that this money has already been allocated in 2019 for the 2020 budget, but was suspended due to revenue shortage because of coronavirus. Mr. Johnson said that the Commission still obligated to pay the amounts allocated if the Commission has the revenue to support the previously appropriated amounts.

There being no further business to come before the Committee, the meeting was adjourned at 3:18 p.m.

  
Michelle Nations  
Deputy Commission Clerk