

SEWERAGE & WATER BOARD OF NEW ORLEANS

GOVERNANCE COMMITTEE MEETING

TUESDAY, MARCH 10, 2020

9:00 AM

625 ST. JOSEPH STREET
2ND FLOOR BOARD ROOM

Ralph Johnson, Chair • Robin Barnes
Lynes Sloss • Jay H. Banks • Janet Howard

FINAL AGENDA

1. ROLL CALL
2. ACTION ITEMS
 - a. R-045-2020 Proposed Bylaw Amendment from EDEAC
 - b. Approval of Proposed Board Bylaws Revisions
3. PRESENTATION ITEMS
 - c. Overview of SWB Legislative Agenda for 2020
4. DISCUSSION ITEMS
5. PUBLIC COMMENT
6. ADJOURNMENT

**REQUEST TO AMEND THE EXECUTIVE DIRECTOR EMPLOYEE
ADVISORY COUNCIL BYLAWS**

WHEREAS, the Executive Director Employee Advisory Council (EDEAC) desires to adopt attached amendments to Council Bylaws; and

WHEREAS, the EDEAC wishes to amend attendance and dismissal language; and

NOW, THEREFORE, BE IT RESOLVED the Sewerage and Water Board of New Orleans hereby approves and accepts the amendment of Article V.; Section 1; Subsection (D.) of the bylaws as shown on the attached

AND BE IT FURTHER RESOLVED that the amendments be published and submitted to the Board Members for their approval.

I, Ghassan Korban, Executive Director,
Sewerage & Water Board of New Orleans, do
hereby certify that the above and foregoing
is a true and correct copy of a resolution
adopted at a meeting of its Board of Directors
duly called and held, according to law on
March 18, 2020.

Ghassan Korban, Executive Director
SEWERAGE AND WATER BOARD NEW ORLEANS

Executive Director Employee Advisory Council Bylaws

Adopted by SWBNO on April 17, 2019

The document establishes the Sewerage and Water Board of New Orleans (SWBNO) Executive Director Employee Advisory Council (EDEAC), in accordance with SWBNO Resolution R-079-2019.



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ARTICLE I: ORGANIZATION TITLE

The title of this organization at the Sewerage & Water Board of New Orleans (SWBNO) shall be the Executive Director Employee Advisory Council. Hereinafter this organization shall be referred to as the “EDEAC”.

ARTICLE II: MISSION STATEMENT

The EDEAC serves the Sewerage and Water Board of New Orleans as a voluntary employee council to improve employee engagement through development of ideas from across the entire workforce in the areas of incentives and recognition, communications, and personal/professional development. We periodically and directly advise the Executive Director on matters that affect the workforce as a whole. We communicate our efforts to the entire workforce.

ARTICLE III: PURPOSE & FUNCTIONS

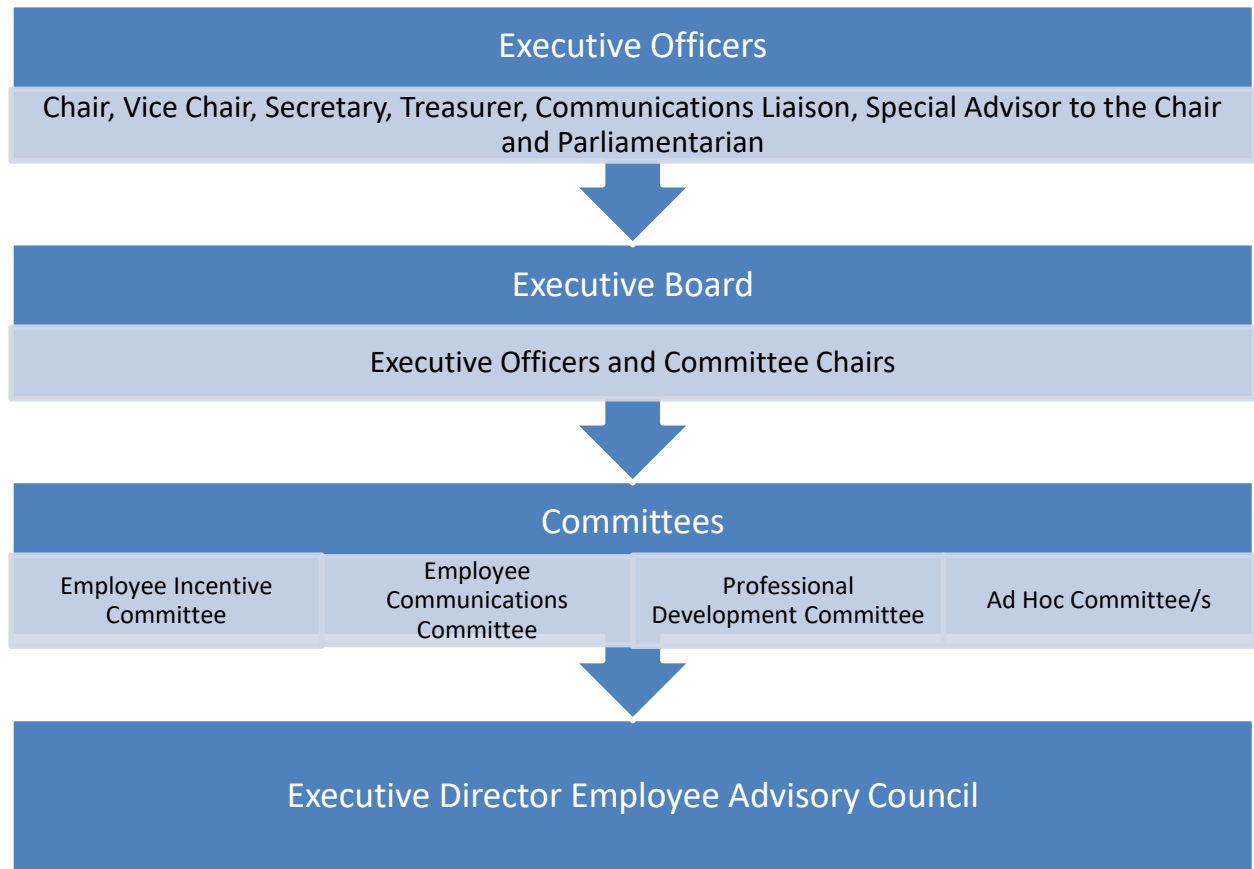
The EDEAC is a representative group of employee volunteers from across the organization who advises the Executive Director in the area of **employee engagement**. We generate/execute ideas that create a positive organizational climate through:

- Facilitation of open lines of communication, information sharing, and feedback up, down, and across the SWBNO chain of leadership.
- Promotion of professional and personal growth opportunities for SWBNO employees.
- Development of ideas and activities that offer incentives and recognition for employees.
- Development, planning and coordination of activities that build community/employee engagement, job satisfaction, and employee morale.
- Providing feedback to the Executive Director on policies that affect all employees.

Examples of areas/issues **NOT** appropriate or **NOT** within the scope of the EDEAC to act upon are:

- Any employee issue where an organizational or HR process exists to address it.
- Employee grievances.
- Equal Employment Opportunity (EEO) issues.
- Issues involving employee misconduct.
- Issues involving hiring/and or selection of an employee.
- Issues involving organizational structure.
- Issues that should be addressed via the chain of leadership.

ARTICLE IV: STRUCTURE



The Council consists of one (1) council representative per department. A department consisting of fifty (50) or more employees can have up to two (2) council representatives. The EDEAC Executive Officers, (hereinafter referred to as the EO), will comprise of a Chair, Vice Chair, Secretary, Treasurer, Special Advisor to the Chair, Parliamentarian and Communications Liaison. The Executive Board (hereinafter referred to as the EB) will comprise of the EO and Committee Chairs excluding any Ad Hoc Committee Chairs. Any Committee, including Ad Hoc Committees, will include a Chair, Vice-Chair and Secretary. Throughout this document, Executive Chair and Council Chair are synonymous and the Executive Vice Chair and Council Vice Chair are synonymous.

The committees shall be: Employee Incentive Committee, Employee Communications Committee, Professional Development Committee, and Ad Hoc Committee(s), as developed. An Ad Hoc Committee will be established with the approval of the EO and presented to the Executive Director.

ARTICLE V: MEMBERSHIP

Section 1. Elected Representatives

A. Council Member Qualifications

- (1) Any new Council Member appointed hereafter must be employed at the SWBNO for a minimum of one (1) consecutive year to serve.
- (2) A Council Member's job performance must be in good standing in order to serve.
- (3) Any Council Member serving for a minimum of six (6) months can run to serve as Council Chair or a Council Vice Chair.

B. Terms of Office

- (1) A normal term is two (2) years.
- (2) A two (2) year normal term begins on July 1st and ends June 30th.
- (3) Council Representatives may serve a maximum of two (2) consecutive normal terms with the exception of the Executive Vice Chair who can serve up to three (3) consecutive normal terms only if the final normal term is as Executive Chair and any term being fulfilled due to a vacated.
- (4) Anyone wishing to serve more than two (2) consecutive normal office terms must have vacated his or her last council position for more than one year.

C. Vacancies

- (1) If a representative's position is vacated within two months of the four-month nomination period, that position will remain vacant and filled during the normal nomination process.
- (2) If a representative's position is vacated with six (6) months or more left remaining in the term of that position, then the following direction will be implemented to fill that vacancy:
 - a. The Executive Secretary will maintain a confidential list of runner-up candidates developed at the time of an election. The Executive Secretary will contact each candidate to determine willingness to serve the remainder of the position's term. All vacancies are filled up to the remainder of the term.

- b. A representative filling a vacated position's term will not have that vacated time counted towards their normal office term limitations.
- (3) If the EDEAC or a committee chair position is vacated, the Vice Chair assumes the role until an election is held at the ensuing appropriate council or committee meeting.
- (4) If an EDEAC's Chair and Vice Chair position is vacated, the role will be filled through an election held at the ensuing appropriate council meeting.
- (5) If a committee's Chair, Vice Chair or Secretary position is vacated, the role will be filled through an election held at the ensuing appropriate committee meeting.

D. Attendance and Dismissal from Council

- (1) It is expected a Council Representative will attend all Representative-Specific Meetings.
- (2) If a member must miss a meeting, they shall alert the Executive Secretary at least two (2) working days prior to the schedule meeting date.
- (3) SWBNO shift working employees will be allowed to utilize a proxy representative in the event he/she are not available to attend a scheduled meeting. The proxy will hold all privileges for which council position they are representing.
- (4) Disruptive behavior determined by the parliamentarian would result in immediate removal from the Council Meeting.
- (5) Three (3) removals from a Council Meeting for disruptive behavior will lead to immediate removal from the Council.
- (6) Any member of the council missing more than 2 of any meeting (Council or Committee) without alerting the Executive Secretary or respective Committee chair will forfeit their term on the Council. A council member missing more than 4 meetings (no more than 2 Council meetings and no more than 2 Committee meetings), their position is automatically forfeited due to lack of representation for their constituents.

E. Council Member Expectations

- (1) Council Business not released to general constituents (anyone outside the Council) must remain confidential.

ARTICLE VI: NOMINATIONS, ELECTIONS, AND VOTING

Section 1. General

The nominations, elections and voting processes shall be handled by the Ad Hoc Elections Committee. Approval of eligibility for each nominee will be verified through the Human Resources (satisfactory job performance and the employee has been employed at SWBNO for more than 1 continuous year). Council members, executive chair and executive vice chair will be elected by a simple majority of present Council members and take office July 1. The Executive Chair and Executive Vice Chair do not have voting privileges. However, in the event there is a tie the Vice Chair will cast the tiebreaker vote.

Chair, Vice Chair and Secretary of all committees are elected by that committee's present simple majority.

Section 2. Nomination Procedures

- A. The EO will open nominations to all SWBNO employees four (4) months before nominations are due. Nomination applications will be due two (2) months before a Council vote.
- B. The EO will create an Ad Hoc Election Committee.
- C. Upon verification of eligibility by the Ad Hoc Election Committee, nominees will be notified by email or telephone and asked to confirm willingness to serve on the Council.
- D. Eligible nominees will be notified of the Council meeting when voting of Council Membership will take place. All nominees must be present or, in the event of an emergency, have a designee present in order to be considered for vote.

Section 3. Voting Procedures

- A. Voting shall be verbal (viva voce) with a simple majority of all members present to prevail, except otherwise noted as in amending the bylaws. Concessions shall be by roll call vote. A simple majority is more than one-half of current voting representatives present.

Section 4. Ad Hoc Committee

- A.** An Ad Hoc Committee must be established with an inception date, a disbandment date, duties and scope of work.
- B.** In the event the EO determines the Ad Hoc Committee will unlikely fulfill its duties in a timely manner, the EO shall vote to grant an extension [not to exceed six (6) months] or to disband the Ad Hoc Committee.

ARTICLE VII: EXECUTIVE OFFICERS DUTIES & RESPONSIBILITIES

The Executive Chair appoints his or her executive officer cabinet consisting of a Secretary, Treasurer, Communications Liaison, Special Advisor to the Executive Chair and Parliamentarian. Representative of the EO consist of the Executive Chair, Executive Vice Chair and the executive officers cabinet.

Periodically representatives from the Human Resource Department, Legal Department, past Chair(s) or any person qualified as an expert in a given area the EO is seeking addition information can be invited to an EO meeting. The Council will serve as a forum for bi-directional communication between the workforce and the Executive Director.

Section 1. Chair of the EDEAC:

- A.** Presides at all regular and special meetings and ultimately is responsible for enforcing all EDEAC regulations.
- B.** Presides over the Executive Board and is responsible for preparing the committee structure.
- C.** Serves as an ex-officio member on all committees.
- D.** Reviews all EDEAC correspondences and provides necessary information for review to the appropriate committee or officer.
- E.** Approves all agendas.
- F.** Determines the manner in which council representatives are appointed to a committee.

Section 2. Vice-Chair of the EDEAC:

- A.** Presides in the absence of the Chair.
- B.** Assists committees as needed.
- C.** May call a meeting of any Committee that is not fulfilling its responsibilities and establishes organization by dictum.

Section 3. Secretary of the EDEAC:

- A.** Records & distributes minutes of all Executive Board meetings.
- B.** Develops and Distributes agenda for the upcoming meeting to all representatives at least five (5) working days before next scheduled meeting.
- C.** All requested meeting agenda items must be submitted to Council Secretary at least ten (10) working days prior to scheduled meeting.
- D.** Notifies Board (or Council) representatives of regular monthly and special called Board meetings.
- E.** Maintains a confidential list of Runner-Up candidates developed at the time of an election; contacts each candidate to determine their willingness to serve upon the vacancy of a position.

Section 4. Treasurer of the EDEAC:

- A.** Records all Council transactions with descriptions in a ledger.
- B.** Files expenses with the SWBNO for reimbursement.
- C.** Purchases any items voted on by the Executive Officers, Executive Board, and Council with the approval of the Council's Chair and Vice Chair.
- D.** Reports Council's monthly and yearly financial standing to the Executive Board and the Council.
- E.** Notifies Board of balance of funds at all Council meetings.
- F.** Provides all Council representatives with a copy of the beginning/ending FY ledger. The Council's Fiscal Year will be January to December.

- G.** Collaborates with the Communications Department regarding managing costs for providing various correspondences to employees.

Section 5. Parliamentarian of the EDEAC

- A.** Is an expert in Robert's Rules of Order and the Proper Procedures for Conducting Deliberative Assemblies.
- B.** Assists in drafting and interpreting an organization's bylaws and Rules of Order.
- C.** Assists with the Planning of Meetings.
- D.** Implements meeting Rules and Guidelines (i.e. Roberts Rules of Order).

Section 6. Communications Liaison of the EDEAC

- A.** Administers Communications between SWBNO employees and the EDEAC.
- B.** Publishes all EDEAC's documents approved by the Executive Chair to the EDEAC's Web Page.
- C.** At the Direction of the Chair, the individual disperses official EDEAC Communications (i.e. memos, directives, etc.).
- D.** At the Direction of the Chair, the individual Communicates with the SWBNO's Communications Department.

Section 7. Special Advisor to the Chair of the EDEAC

The Special Advisor to the Council is charged with (including but not limited to) the following:

- A.** Provides substantive Information to the Chair.
- B.** Assists the Chair with any of the Chair's Duties.
- C.** Assists the EO with special tasks, duties, and/or research.

Section 8. Past Chair of the EDEAC

- A.** Can serve as an advisor to the EO by invite from the current Executive Chair.

- B. Can serve as ex-officio member of the Council in an advisory capacity if not an active member by invite from the current Executive Chair.

ARTICLE VIII: COUNCIL DUTIES & RESPONSIBILITIES

Section 1. Council Representative

The Council Representative is charged with (including but not limited to the following):

- A. Informs constituents of their SWBNO contact information (email and phone number).
- B. Solicits and forwards all constituent issues/concerns to the EO for review, discussion and/or action.
- C. Performs additional duties as assigned by EO or Committee Chairs.

ARTICLE IX: COMMITTEE DUTIES & RESPONSIBILITIES

Section 1. Employee Incentive Committee

The Employee Incentive Committee is charged with (including but not limited to the following):

- A. Administers a Recognition Awards Program, implements a National Commemorative Observance program, and can recognize holidays and birthdays to promote unity among all SWBNO employees.
- B. Manages the funds allocated out of SWBNO's budget for the Employee Incentive Committee.
- C. Develops programs in collaboration with department heads and Human Resources to effectively boost morale and productivity among employees throughout the organization.

Section 2. Employee Communications Committee

The Employee Communications Committee is charged with (including but not limited to the following):

- A. Works with a representative from the Communications Department on all communication items.

- B. Partners with Human Resources to develop correspondence for and/or other special announcements and event.
- C. Provides an avenue for employee issues to be heard and considered.
- D. Proposes possible solutions and/or courses of action in response to employee issues.
- E. Communicates with SWBNO Departments on SWBNO outreach events.

Professional Development Committee

The Professional Development Committee is charged with (including but not limited to the following):

- A. Partners with the Training Unit to identify training and certification opportunities for employees.
- B. Promotes the SWBNO as an organization full of credentialed professionals capable of providing the best water services available to the City of New Orleans.
- C. Works with Human Resources to locate opportunities for partnerships with third-party organizations for professional development of SWBNO employees.

ARTICLE X: MEETINGS

- A. The EO shall meet every odd numbered months of the year and may have any additional meetings to cover further business.
- B. Each committee shall meet in every even numbered month of the year and may have any additional meetings to cover further business.
- C. The full Executive Director Employee Advisory Council will meet quarterly.
- D. Invited guests will be notified by the Executive Secretary of the date, time, and location of the meeting he/she is requested to attend.
- E. Special meetings may be called by the Executive Chair as needed.
- F. In order to establish a council meeting, a quorum (a simple majority of filled representative seats), must be present.

ARTICLE XI: AMENDMENTS TO THE BYLAWS

Any SWBNO employee, through their Council Member, may propose amendments to these bylaws. The following address the manner in which the proposal must be initiated:

- A. The request must first be introduced at a regular Council Meeting to request placement on a subsequent Council Meeting's Agenda by majority vote.
- B. The request will be heard once placed on the Council's Agenda, presented to the Council and voted for approval.
- C. The Parliamentarian will develop language for the proposed amendment.
- D. The language for the proposed amendment will be introduced at a Council Meeting.
- E. A vote of two-thirds (2/3) or more of all filled voting Council Representatives is needed to confirm an amendment.
- F. The entire Bylaws with suggested amendment/s will be sent to the SWBNO Legal Department by the Parliamentarian for review to determine inconsistencies with existing SWBNO policies.
- G. The updated approved Bylaws will be placed on the SWBNO Board's Agenda for ratification.

AMENDING BY-LAWS

WHEREAS, at the Regular Meeting of the Governance Committee, on December 10, 2019, amendments to the By-Laws of the Sewerage and Water Board of New Orleans were considered and drafted; and

WHEREAS, at the Regular Meeting of the Governance Committee, on March 10, 2020, the Committee passed a motion to recommend adoption of the following amendments of the By-Laws to the Board of Directors:

- Article I Section 1
- Article I Section 2
- Article I Section 3
- Article I Section 4
- Article II Section 1
- Article III Section 1
- Article IV Section 1
- Article IV Section 2
- Article V Section 1
- Article V Section 2
- Article V Section 4
- Article V Section 5
- Article V Section 6
- Article V Section 7
- Article V Section 8
- Article VI Section 1
- Article VI Section 2
- Article VI Section 3
- Article VI Section 4
- Article VI Section 5
- Article VI Section 6
- Article VI Section 7
- Article VI Section 8
- Article VI Section 9
- Article VI Section 10
- Article VI Section 12
- Article VI Section 14
- Article VI Section 15
- Article VII Section 1
- Article X Section 1
- Article XI Section 1; and

WHEREAS, the Executive Director of the Sewerage and Water Board of New Orleans, in compliance with Article X of said By-Laws, served notice of these amendments to the aforementioned Articles upon every member of the Board more than one (1) week prior to the meeting of March 18, 2020; and

WHEREAS, at the Regular Monthly Meeting of the Sewerage and Water Board of New Orleans, on March 18, 2020, in compliance with Article X of the By-Laws of the Sewerage and Water Board of New Orleans, amendments to the aforementioned Articles were presented to the Board of Directors for their consideration; and

WHEREAS, at the Regular Monthly Meeting of the Sewerage and Water Board of New Orleans, on April 22, 2020, in compliance with Article X of the By-Laws of the Sewerage and Water Board of New Orleans, said By-Laws are hereby amended as follows:

To amend the existing By-Laws, effective April 22, 2020, through the aforementioned Articles, which shall read as follows:

ARTICLE I

Section 1 is hereby amended as follows:

Section 1:

Regular meetings of the Board of Directors (“Board” or “SWBNO”) shall be held on the third Wednesday of each month in the SWBNO Board Room.

In the event a regular meeting of the Board cannot be held on the third Wednesday of the month due to a legal holiday or other circumstances, or will not be held in the SWBNO Board Room, the President of the Board or President Pro Tempore shall have the power to designate another day for the meeting either in the same week, in the week prior to, or in the week succeeding the week of the third Wednesday of that month and/or another location.

The time and location of the meetings shall be promulgated by the Executive Director's Office at least 24 hours in advance.

Section 2 is hereby amended as follows:

Section 2:

The President of the Board may call a special meeting at any time upon written request signed four (4) members of the Board.

Written notice stating the agenda, time, and place of any Board meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.

Section 3 is hereby amended as follows:

Section 3:

No subject shall be considered at any special meeting, except those promulgated on the agenda. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.

Section 4 is hereby amended as follows:

Section 4:

Six members shall constitute a quorum for the transaction of business at all Board meetings. Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee's Retirement System of the Sewerage and Water Board of New Orleans.

ARTICLE II

Section 1 is hereby amended as follows:

Section 1:

Officers of the Board shall be the President and the President Pro Tempore. The Mayor of the City of New Orleans is the Ex-Officio President of the Board (“The President” or “The President of the Board”). The President Pro Tempore shall be elected by a majority of the members of the Board.

ARTICLE III

Section 1 is hereby amended as follows:

Section 1:

Voting shall be by voice vote, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote. On voice votes, the name of each voting “nay” shall be required in the minutes upon his/her request. Roll Call votes shall be required for budget approval.

ARTICLE IV

Section 1 is hereby amended as follows:

Section 1:

The President of the Board. In addition to such duties as may be established by the Board, the President shall have the following duties:

Appointments. The President shall appoint members of the Board as set forth in R.S. 33:4071. The President shall also appoint all members of all committees of the Board.

Meetings. The President shall preside at all meetings of the Board and has the right to vote at any meeting of the Board or any of the Board's committees.

Administrative Matters. The President shall have authority to open all documents addressed to the Board, and to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. The President may also be authorized other duties as established by the Board.

Section 2 is hereby amended as follows:

Section 2:

The President Pro Tempore shall assume all the duties of the President in the President's absence, or at the President's direction, and any other duties and privileges as may be established by

the Board. The President Pro Tempore has the right to vote at any meeting of the Board or any of the Board's committees. When both the President and President Pro Tempore are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tempore shall have the same right to vote as any other member of such committee or the Board in each such meeting. The President Pro Tempore shall serve for a term of two (2) years. The Board shall have the option to re-elect the same President Pro Tempore for another two (2) year term should the Board so desire, it being the intention of this section that the above-referenced terms shall constitute a full, complete, and consecutive term. Should any President Pro Tempore be removed, as such through causes beyond his or her control, and thereafter returns to the Board and is reinstated to the position of President Pro Tempore, s/he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms as set forth above.

ARTICLE V

Section 1 is hereby amended as follows:

Section 1:

The Board shall elect an Executive Director whose salary shall be fixed by the Board. The Executive Director shall hold office at the pleasure of the Board. The election or removal of the Executive Director, and the amount of his/her salary, shall be determined by a majority vote of the entire Board at one of its regular monthly meetings. The duties of the Executive Director shall be fixed by the Board. The Executive Director is responsible for the daily operations of the organization. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.

Section 2 is hereby amended as follows:

Section 2:

The Executive Director shall be present at all meetings of the Board and its Committees. The Executive Director shall cause the keep of full and accurate written records of the proceedings at all such meetings.

Section 4 is hereby amended as follows:

Section 4:

All motions and resolutions passed by the Board shall be recorded by the Executive Director in a book or books to be kept for that purpose. The Executive Director shall attend to the publication of motions and resolutions and other notices as required.

Section 5 is hereby amended as follows:

Section 5:

The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. The Executive Director shall keep an inventory of all property acquired or disposed of by the Board and is required to make written report at each regular meeting of all transactions named in this section.

The Executive Director shall submit a written annual report for the Board to present to the City Council in accordance with R.S. 33:4091. The report shall be prepared in a timely fashion so that it may be submitted to the City Council on or prior to the first day of May of each year.

At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall deliver to each member of the Board or Committee the meeting notice, agenda, and copies of all reports being presented to the Board or Committee.

Section 6 is hereby amended as follows:

Section 6:

The Executive Director shall also perform such other duties germane to such office, as may be required of him by direction of the Board.

Section 7 is hereby amended as follows:

Section 7:

Neither the Executive Director, nor any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their SWBNO duties. The unclassified employees shall not engage in any other occupation or employment unless certified by the Executive Director as not interfering or in conflict with their SWBNO duties.

The Executive Director shall receive such certification from the President Pro Tempore before engaging in any other occupation or employment as described above.

Section 8 is hereby amended as follows:

Section 8:

The Executive Director, if absent, may name a designee to carry out his duties as prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director or by the Board.

ARTICLE VI

Section 1 is hereby amended as follows:

Section 1:

There shall be five (5) standing committees, named as follows: Audit Committee, Finance and Administration Committee, Operations Committee, Governance Committee, and Strategic Planning Committee.

In addition, a Pension Committee is established in accordance with the "Rules and Regulations of the Employees Retirement System of the Sewerage and Water Board of New Orleans."

A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.

Other Ad Hoc Committees may be established by the Board or the President of the Board.

All committees shall meet at least biannually, if not more often as provided in these By-Laws.

Section 2 is hereby amended as follows:

Section 2:

The President of the Board shall appoint each Chairperson and all members of the committees, named in Article VI, Section 1. The President may appoint each Vice Chairperson of the five (5) standing Committees. The composition of the committees may be re-examined periodically and new appointments may be made so that all members of the Board may participate in all phases of SWBNO's administration. Each committee shall consist of five (5) members of the Board. Each Board member must be assigned to serve on a at least one (1) committee.

Three (3) members of any standing committee shall constitute a quorum.

Section 3 is hereby amended as follows:

Section 3:

The Audit Committee shall monitor compliance with federal, state, and local laws and regulations and have charge of the affairs of the Board relating to the internal control and risk management framework.

The following matters are illustrative of those brought before the Audit Committee for consideration: review of all contracts awarded by the Executive Director; regulatory compliance; internal controls assessment; internal and external audit reports compliance; and recommendations from external consultants.

The Audit Committee shall meet at a minimum quarterly and as needed.

Section 4 is hereby amended as follows:

Section 4:

The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.

The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.

The Finance and Administration Committee shall meet monthly unless authorized designated by the Chairperson of the Finance and Administration Committee.

Section 5 is hereby amended as follows:

Section 5:

The Governance Committee shall make recommendations regarding the management of the business of the Board of Directors.

The following matters are illustrative of those brought before the Governance Committee for consideration: perform orientation and training of new Board members; conduct evaluation and improvement of Board performance; oversee Board compliance with requirements for written financial disclosure statements; consideration of Bylaw changes; and policy level oversight of the Board's legislative and governmental relations agenda setting and activities.

The Governance Committee shall meet at a minimum biannually and as needed.

Section 6 is hereby amended as follows:

Section 6:

The Strategic Planning Committee shall make recommendations regarding the affairs of the Board and the organization relating to short-term and long-term planning for the capabilities of the Board.

The following matters are illustrative of those brought before the Strategic Planning Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.

The Strategic Planning Committee shall meet at a minimum biannually and as needed.

Section 7 is hereby amended as follows:

Section 7:

The Operations Committee shall make recommendations regarding the affairs of the Board relating to the Board's systems of sewerage, water, and drainage; the Board's Economically Disadvantaged Business Enterprise Program ("EDBE"); and the Board's customer relations policies and procedures.

The following matters are illustrative of those brought before the Operations Committee for consideration: a review of EDBE policies and procedures; customer billing and collections; meter reading; meter installation and removal, customer service; work order management; and power and technology upgrades.

The Operations Committee shall meet at a minimum quarterly and as needed.

Section 8 is hereby amended as follows:

Section 8:

The Pension Committee is established by Section (3) of the "Rules and Regulations of the Employee Retirement System of the Sewerage and Water Board of New Orleans." This Committee consists of the Chairperson – President Pro Tempore; four (4) members appointed by the President of the Board, at least one of which shall be a member of the Finance Committee; three (3) employee members, elected by the employees of SWBNO; and one (1) retiree representative, elected by SWBNO retirees. Five (5) members shall constitute a quorum.

The committee shall make recommendations of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund.

The Pension Committee shall meet at a minimum quarterly and as needed.

Section 9 is hereby amended as follows:

Section 9:

- A. The Board of Trustees, as defined in the Rules and Regulations of the Employees' Retirement System of the Sewerage and Water Board of New Orleans, shall have full and final authority to make all decisions concerning the investment of assets of said retirement system, to include recommendations of the Pension Committee made to the Board, and which involve the exercise of the Trustees' Investment Authority, as set forth in Section 8.6 of the Rules and Regulations of the Retirement System. These matters shall include, but not limited to, the following:
 - a. Selection, hiring, and termination of various investment managers, custodial banks and financial consulting firms.
 - b. The establishment of an Investment Policy, Asset Allocation, Policy and Rebalancing Policy.

- c. Deciding what portion of the Retirement System assets a particular investment manager shall invest.
 - d. Evaluating the performance of a particular investment manager, including placing that investment manager on probation.
 - e. Receipt and review of actuarial reports and annual investment reports prepared by the investment consultant.
- B. Because the Pension Committee will be called upon to review matters which the Board of Trustees of the Employees' Retirement System will be required to approve in order to be effective:
- a. The Pension Committee, in making its written report to the Board of Directors of the Sewerage and Water Board of New Orleans, shall designate three (3) types of agendas for consideration by the Board of Directors. These three (3) agendas shall consist of consent items, non-consent items and items to be considered by the full Board of Trustees.
 - b. At the time that the Pension Committee report is received by the Board of Directors, and such report has on its agenda 'Board of Trustees Items,' the four (4) employee-elected Trustees, if present, shall be invited by the chairperson to join the Board of Directors' Trustees in considering the specific items of that agenda. A roll call shall be made by the Secretary to establish a quorum of the Board of Trustees, which quorum shall be no less than eight(8) Trustees. At this time, it is recognized that this is an official meeting of the Board of Trustees of the Employees' Retirement System of the Sewerage and Water Board of New Orleans and all Trustees present shall have the right to make motions, enter into discussions, vote and otherwise fully participate in the matters at hand. Each Trustee shall have one vote. All actions of the Trustees shall be by voice vote, unless a roll call is requested and a majority of all Trustees present shall prevail.

Upon conclusion of the specific items of the Board of Trustees agenda, to include that specified on the agenda of the Pension Committee, the chairman shall call for a motion to end the Board of Trustees meeting. Upon such affirmative vote to end, the employee-elected Trustees shall withdraw and the Board of Directors shall continue its regular business.

Section 10 is hereby amended as follows:

Section 10:

The Plumbing Conference Committee is established by the Plumbing Code of the City of New Orleans. Matters relating to the Plumbing Code shall be brought before the Plumbing Committee for consideration. This committee consists of: the General Superintendent, the

Supervisor of SWBNO Plumbing Department; and seven (7) members, appointed by the President of the Board as follows:

- four (4) members of the Board of Directors of SWBNO;
- one (1) licensed master plumber; one licensed journeyman plumber;
- and one (1) member of any allied plumbing or engineering trade or profession.

Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board.

Five members constitute a quorum.

The Plumbing Conference Committee shall meet at a minimum of biannually and as needed.

Section 11 is hereby amended as follows:

Section 11:

Any of the committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.

Section 12 is hereby amended as follows:

Section 12:

All reports of committees for submission at the regular meeting of the Board shall be in writing and action thereon may be deferred to the subsequent regular meeting of the Board.

Section 13 is hereby amended as follows:

Section 13:

Both the President of the Board and the President Pro Tempore shall be ex-officio members of each and all committees, both with the right to vote the same as any other member of said committees. Both the President of the Board, and the President Pro Tempore, when acting as ex-officio members of a committee, in accordance with these By-Laws, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.

Section 14 is hereby amended as follows:

Section 14:

Action taken by a committee of the Board shall be by a majority of those present.

Section 15 is hereby amended as follows:

Section 15:

Whenever there is an absence of a quorum required for a committee of the Board to meet, the Executive Director shall reschedule the Committee Meeting to the next available date and time at which a quorum can be reasonably anticipated. Absent a quorum, there shall be no meeting of the committee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.

ARTICLE VII

Section 1 is hereby amended as follows:

Section 1:

All warrants for payment of money administered by the Board of Liquidation, City Debt, for account of the Sewerage and Water Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. The second signature must be provided by staff designated in writing by the Executive Director. Said warrants shall be listed on audit sheet(s), setting forth the number of the warrant, date of warrant, and number of appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.

The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:

The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the management of such deposit accounts held in the name of the Board.

Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.

ARTICLE X

Section 1 is hereby amended as follows:

Section 1:

The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.

The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.

ARTICLE XI

Section 1 is hereby amended as follows:

Section 1:

The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.

The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans, do hereby
certify that the above and foregoing is a true and
correct copy of a Resolution adopted at the Regular
Monthly Meeting of said Board, duly called and held,
according to law, on April 22, 2020.

GHASSAN KORBAN, EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

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Reference	Current By-Law	Proposed Amendment	If Amendment is Adopted
Article I Section 1	<p>Regular meetings of the Board shall be held on the third Wednesday of each month in the Board Room.</p> <p>In the event a regular meeting of the Board cannot be held on the third Wednesday of the month due to a legal holiday or other circumstances, or will not be held in the Sewerage and Water Board’s Board Room, the President or President Pro Tem shall have the power to designate another day for the meeting either in the same week, in the week prior to, or in the week succeeding the week of the third Wednesday of that month and/or another location.</p> <p>The time and location of the meetings shall be promulgated by the Executive Director at least 24 hours in advance.</p>	<p>Regular meetings of the Board of Directors (“Board” or “SWBNO”) shall be held on the third Wednesday of each month in the SWBNO Board Room.</p> <p>In the event a regular meeting of the Board cannot be held on the third Wednesday of the month due to a legal holiday or other circumstances, or will not be held in the Sewerage and Water Board’s SWBNO Board Room, the President of the Board or President Pro Tempore shall have the power to designate another day for the meeting either in the same week, in the week prior to, or in the week succeeding the week of the third Wednesday of that month and/or another location.</p> <p>The time and location of the meetings shall be promulgated by the Executive Director’s Office at least 24 hours in advance.</p>	<p>Regular meetings of the Board of Directors (“Board” or “SWBNO”) shall be held on the third Wednesday of each month in the SWBNO Board Room.</p> <p>In the event a regular meeting of the Board cannot be held on the third Wednesday of the month due to a legal holiday or other circumstances, or will not be held in the SWBNO Board Room, the President of the Board or President Pro Tempore shall have the power to designate another day for the meeting either in the same week, in the week prior to, or in the week succeeding the week of the third Wednesday of that month and/or another location.</p> <p>The time and location of the meetings shall be promulgated by the Executive Director’s Office at least 24 hours in advance.</p>
Article I Section 2	<p>Special meetings may be called by the President of the Board and shall be called by him when so requested in writing by four (4) members of the Board.</p> <p>Written notice stating agenda and the time and the place of the meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.</p>	<p>The President of the Board may call special meetings may be called by the President of the Board, and shall be called by him when so requested at any time, in writing upon written request signed by four (4) members of the Board.</p> <p>Written notice stating the agenda, and the time, and the place of any Board meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.</p>	<p>The President of the Board may call a special meeting at any time upon written request signed four (4) members of the Board.</p> <p>Written notice stating the agenda, time, and place of any Board meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.</p>
Article I Section 3	<p>No subject shall be considered at special meetings, except those embraced in the call. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.</p>	<p>No subject shall be considered at any special meetings, except those promulgated on the agenda. embraced in the call. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.</p>	<p>No subject shall be considered at any special meeting, except those promulgated on the agenda. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.</p>
Article I Section 4	<p>Six members shall constitute a quorum for the transaction of business at all Board meetings. Written notice stating the agenda and the time and the place of the meeting shall be served by the Executive Director on each Trustee, and promulgated at least 24 hours in advance.</p> <p>Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee’s</p>	<p>Six members shall constitute a quorum for the transaction of business at all Board meetings. Written notice stating the agenda and the time and the place of the meeting shall be served by the Executive Director on each Trustee, and promulgated at least 24 hours in advance.</p> <p>Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee’s</p>	<p>Six members shall constitute a quorum for the transaction of business at all Board meetings.</p> <p>Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee’s Retirement System of the Sewerage and Water Board of New Orleans.</p>

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	Retirement System of the Sewerage and Water Board of New Orleans.	Retirement System of the Sewerage and Water Board of New Orleans.	
Article I Section 5	In the absence of specific rules, policies, or procedures, Robert's Rules of Order, as newly revised, shall be used in conducting a meeting.		
Article I Section 6	In the absence of specific rules, policies, or procedures, Robert's Rules of Order, as newly revised, shall be used in conducting a meeting.		
Article II Section 1	Officers of the Board shall be the President and the President Pro Tem. The Mayor of the City of New Orleans is the Ex-Officio President of the Board. The President Pro Tem shall be elected by a majority of the members of the Board.	Officers of the Board shall be the President and the President Pro Tempore. The Mayor of the City of New Orleans is the Ex-Officio President of the Board (“The President” or The President of the Board”). The President Pro Tempore shall be elected by a majority of the members of the Board.	Officers of the Board shall be the President and the President Pro Tempore. The Mayor of the City of New Orleans is the Ex-Officio President of the Board (“The President” or “The President of the Board”). The President Pro Tempore shall be elected by a majority of the members of the Board.
Article III Section 1	Voting shall be by viva voce, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote.	Voting shall be by voice vote viva-voce , except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote. On voice votes, the name of each voting “nay” shall be required in the minutes upon his/her request. Roll Call votes shall be required for budget approval.	Voting shall be by voice vote, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote. On voice votes, the name of each voting “nay” shall be required in the minutes upon his/her request. Roll Call votes shall be required for budget approval.
Article IV Section 1	Appointments to the Board are made by the President as set forth in R.S. 33:4071. The President shall also make appointments to all Committees of the Board. The President shall preside at all meetings of the Board. He shall have authority to open all documents addressed to the Board. He shall have authority to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. He has the right to vote at any meeting of the Board or any of the Board's committees. The President may also be authorized other duties as established by the Board.	The President of the Board. In addition to such duties as may be established by the Board, The President shall the following duties: Appointments. The President shall appoint members of the Board as set forth in R.S. 33:4071. The President shall also appoint all members of all committees of the Board. Meetings. The President shall preside at all meetings of the Board and has the right to vote at any meeting of the Board or any of the Board's committees. Administrative Matters. The President shall have authority to open all documents addressed to the Board, and to sign all contracts, checks, warrants, and other documents or papers in the name of the Board, and as directed by it. The President may also be authorized other duties as established by the Board.	The President of the Board. In addition to such duties as may be established by the Board, the President shall have the following duties: Appointments. The President shall appoint members of the Board as set forth in R.S. 33:4071. The President shall also appoint all members of all committees of the Board. Meetings. The President shall preside at all meetings of the Board and has the right to vote at any meeting of the Board or any of the Board's committees. Administrative Matters. The President shall have authority to open all documents addressed to the Board, and to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. The President may also be authorized other duties as established by the Board.

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<p>Article IV Section 2</p>	<p>The President Pro Tem shall assume all the duties of the President in the President's absence, or at the President's direction, and any other duties and privileges as may be established by the Board. The President Pro Tem has the right to vote at any meeting of the Board or any of the Board's committees. When both the President and President Pro Tem are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tem shall have the same right to vote as any other member of the Board.</p> <p>The President Pro Tem shall serve for a two (2) year period with an option for the Board to re-elect him for another two (2) year term should the Board so desire, it being the intention of this section that the above reference to terms shall constitute a full, complete and consecutive term and should any President Pro Tem who is removed as such by his removal from the Board through causes beyond his control, who returns to the Board and is reinstated to the position of President Pro Tem, he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms.</p>	<p>The President Pro Tempore shall assume all the duties of the President in the President's absence, or at the President's direction, and any other duties and privileges as may be established by the Board. The President Pro Tempore has the right to vote at any meeting of the Board or any of the Board's committees. When both the President and President Pro Tempore are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tempore shall have the same right to vote as any other member of such committee or the Board in each such meeting. The President Pro Tempore shall serve for a term of two (2) years period with an option for the Board to re-elect him. The Board shall have the option to re-elect the same President Pro Tempore for another two (2) year term should the Board so desire, it being the intention of this section that the above-referenced to terms shall constitute a full, complete, and consecutive term and. sShould any President Pro Tempore who is be removed as such by his removal from the Board through causes beyond his or her control, who and thereafter returns to the Board and is reinstated to the position of President Pro Tempore, s/he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms as set forth above.</p>	<p>The President Pro Tempore shall assume all the duties of the President in the President's absence, or at the President's direction, and any other duties and privileges as may be established by the Board. The President Pro Tempore has the right to vote at any meeting of the Board or any of the Board's committees. When both the President and President Pro Tempore are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tempore shall have the same right to vote as any other member of such committee or the Board in each such meeting. The President Pro Tempore shall serve for a term of two (2) years. The Board shall have the option to re-elect the same President Pro Tempore for another two (2) year term should the Board so desire, it being the intention of this section that the above-referenced terms shall constitute a full, complete, and consecutive term. Should any President Pro Tempore be removed, as such through causes beyond his or her control, and thereafter returns to the Board and is reinstated to the position of President Pro Tempore, s/he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms as set forth above.</p>
<p>Article V Section 1</p>	<p>The Board shall elect an Executive Director whose salary shall be fixed by the Board. The Executive Director shall hold office at the pleasure of the Board. The election or removal of the Executive Director, and the amount of his salary, shall be determined by a majority vote of the entire Board at one of its regular monthly meetings. The duties of the Executive Director shall be fixed by the Board. The Executive Director is responsible for the daily operations of the organization.</p>	<p>The Board shall elect an Executive Director whose salary shall be fixed by the Board. The Executive Director shall hold office at the pleasure of the Board. The election or removal of the Executive Director, and the amount of his/her salary, shall be determined by a majority vote of the entire Board at one of its regular monthly meetings. The duties of the Executive Director shall be fixed by the Board. The Executive Director is responsible for the daily operations of the organization. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.</p>	<p>The Board shall elect an Executive Director whose salary shall be fixed by the Board. The Executive Director shall hold office at the pleasure of the Board. The election or removal of the Executive Director, and the amount of his/her salary, shall be determined by a majority vote of the entire Board at one of its regular monthly meetings. The duties of the Executive Director shall be fixed by the Board. The Executive Director is responsible for the daily operations of the organization. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.</p>
<p>Article V Section 2</p>	<p>The Executive Director shall be present at all meetings of the Board and its Committees. He shall keep full and accurate written records of the proceedings at all such meetings</p>	<p>The Executive Director shall be present at all meetings of the Board and its Committees. HeThe Executive Director shall</p>	<p>The Executive Director shall be present at all meetings of the Board and its Committees. The Executive Director shall cause</p>

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		cause the keep of full and accurate written records of the proceedings at all such meetings	the keep of full and accurate written records of the proceedings at all such meetings
Article V Section 3	The Executive Director shall be custodian and hold in safekeeping all records and papers belonging to the Board.		
Article V Section 4	All motions and resolutions passed by the Board shall be recorded by the Executive Director in a book or books to be kept for that purpose. He shall attend to the publication of motions and resolutions and other notices as required.	All motions and resolutions passed by the Board shall be recorded by the Executive Director in a book or books to be kept for that purpose. The Executive Director He shall attend to the publication of motions and resolutions and other notices as required.	All motions and resolutions passed by the Board shall be recorded by the Executive Director in a book or books to be kept for that purpose. The Executive Director shall attend to the publication of motions and resolutions and other notices as required.
Article V Section 5	<p>The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. He shall keep an inventory of all property acquired or disposed of by the Board, and is required to make written report at each regular meeting of all transactions named in this section.</p> <p>The Executive Director shall submit a written annual report for the Board to present to the City Council in accordance with R.S. 33:4091. The report shall be prepared in a timely fashion so that it may be submitted to the City Council on or prior to the first day of May of each year.</p> <p>At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall deliver to each member of the Board or Committee the meeting notice, agenda, and copies of all reports being presented to the Board or Committee.</p>	<p>The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. The Executive Director He shall keep an inventory of all property acquired or disposed of by the Board and is required to make written report at each regular meeting of all transactions named in this section.</p> <p>The Executive Director shall submit a written annual report for the Board to present to the City Council in accordance with R.S. 33:4091. The report shall be prepared in a timely fashion so that it may be submitted to the City Council on or prior to the first day of May of each year.</p> <p>At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall deliver to each member of the Board or Committee the meeting notice, agenda, and copies of all reports being presented to the Board or Committee.</p>	<p>The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. The Executive Director shall keep an inventory of all property acquired or disposed of by the Board and is required to make written report at each regular meeting of all transactions named in this section.</p> <p>The Executive Director shall submit a written annual report for the Board to present to the City Council in accordance with R.S. 33:4091. The report shall be prepared in a timely fashion so that it may be submitted to the City Council on or prior to the first day of May of each year.</p> <p>At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall deliver to each member of the Board or Committee the meeting notice, agenda, and copies of all reports being presented to the Board or Committee.</p>
Article V Section 6	The Executive Director shall also perform such other duties germane to such office, as may be required of him by direction of the Board. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.	The Executive Director shall also perform such other duties germane to such office, as may be required of him by direction of the Board. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.	The Executive Director shall also perform such other duties germane to such office, as may be required of him by direction of the Board.
Article V Section 7	Neither the Executive Director, nor any unclassified employee, shall engage in any other occupation or employment that would interfere or conflict with their Sewerage and Water Board	Neither the Executive Director, nor any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their Sewerage and Water Board	Neither the Executive Director, nor any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their SWBNO duties. The unclassified

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	<p>duties. The unclassified employees shall not engage in any other occupation or employment unless certified by the Executive Director as not interfering or in conflict with their Sewerage and Water Board duties.</p> <p>The Executive Director shall receive such certification from the President Pro Tem before engaging in any other occupation or employment as described above.</p>	<p>SWBNO duties. The unclassified employees shall not engage in any other occupation or employment unless certified by the Executive Director as not interfering or in conflict with their Sewerage and Water Board SWBNO duties.</p> <p>The Executive Director shall receive such certification from the President Pro Tempore before engaging in any other occupation or employment as described above.</p>	<p>employees shall not engage in any other occupation or employment unless certified by the Executive Director as not interfering or in conflict with their SWBNO duties.</p> <p>The Executive Director shall receive such certification from the President Pro Tempore before engaging in any other occupation or employment as described above.</p>
Article V Section 8	<p>A Deputy Director shall act in the absence of the Executive Director in carrying out the duties prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director or by the Board.</p>	<p>A Deputy Director shall act in the absence of the Executive Director, if absent, may name a designee to carry out the his duties as prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director of by the Board.</p>	<p>The Executive Director, if absent, may name a designee to carry out his duties as prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director of by the Board.</p>
Article VI Section 1	<p>There shall be four (4) standing Committees, to be named respectively: the Audit Committee, the Finance and Administration Committee, the Governance Committee, and the Strategy Committee.</p> <p>In addition, a Pension Committee is established in accordance with the "Rules and Regulations of the Employees Retirement System of the Sewerage and Water Board of New Orleans."</p> <p>A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.</p> <p>Other Ad Hoc Committees may be established by the Board or the President of the Board.</p>	<p>There shall be four (4) five (5) standing Ccommittees, to be named respectively named as follows: the Audit Committee, the Finance and Administration Committee, the Operations Committee, the Governance Committee, and the Strategic Planning the Strategy Committee.</p> <p>In addition, a Pension Committee is established in accordance with the "Rules and Regulations of the Employees Retirement System of the Sewerage and Water Board of New Orleans."</p> <p>A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.</p> <p>Other Ad Hoc Committees may be established by the Board or the President of the Board.</p> <p>All committees shall meet at least biannually, if not more often as provided in these By-Laws.</p>	<p>There shall be five (5) standing committees, named as follows: Audit Committee, Finance and Administration Committee, Operations Committee, Governance Committee, and Strategic Planning Committee.</p> <p>In addition, a Pension Committee is established in accordance with the "Rules and Regulations of the Employees Retirement System of the Sewerage and Water Board of New Orleans."</p> <p>A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.</p> <p>Other Ad Hoc Committees may be established by the Board or the President of the Board.</p> <p>All committees shall meet at least biannually, if not more often as provided in these By-Laws.</p>
Article VI Section 2	<p>The President of the Board shall appoint the Chairpersons and all members of the foregoing Committees. The President of The Board may appoint the Vice Chairpersons of the four (4) standing Committees. The make-up of the Committees may be re-examined periodically and new appointments made so that all members of the Board may participate in all phases of Sewerage</p>	<p>The President of the Board shall appoint each the Chairpersons and all members of the foregoing committees, named in Article VI, Section 1. The President of The Board may appoint the each Vice Chairpersons of the four (4) five (5) standing Ccommittees. The make-up composition of the Ccommittees may be re-examined periodically and new appointments made so that all</p>	<p>The President of the Board shall appoint each Chairperson and all members of the committees, named in Article VI, Section 1. The President may appoint each Vice Chairperson of the five (5) standing Committees. The composition of the committees may be re-examined periodically and new appointments may be made</p>

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	<p>and Water Board operations and administration. Each Board member must be assigned to serve on at least one (1) Committee.</p> <p>Each committee shall consist of five (5) members of the Board, to be appointed by the President. Three (3) members of any standing committee shall constitute a quorum.</p>	<p>members of the Board may participate in all phases of Sewerage and Water Board operations and SWBNO's administration. Each Board member must be assigned to serve on at least one (1) Ccommittee.</p> <p>Each committee shall consist of five (5) members of the Board, to be appointed by the President. Three (3) members of any standing committee shall constitute a quorum.</p>	<p>so that all members of the Board may participate in all phases of SWBNO's administration.</p> <p>Each committee shall consist of five (5) members of the Board. Each Board member must be assigned to serve on a at least one (1) committee.</p> <p>Three (3) members of any standing committee shall constitute a quorum.</p>
Article VI Section 3	<p>The Audit Committee shall monitor compliance with federal, state, and local laws and regulations and have charge of the affairs of the Board relating to the internal control and risk management framework.</p> <p>The following matters are illustrative of those brought before the Audit Committee for consideration: review of all contracts awarded by the Executive Director; regulatory compliance; internal controls assessment; internal and external audit reports compliance; and recommendations from external consultants.</p>	<p>The Audit Committee shall monitor compliance with federal, state, and local laws and regulations and have charge of the affairs of the Board relating to the internal control and risk management framework.</p> <p>The following matters are illustrative of those brought before the Audit Committee for consideration: review of all contracts awarded by the Executive Director; regulatory compliance; internal controls assessment; internal and external audit reports compliance; and recommendations from external consultants.</p> <p><i>The Audit Committee shall meet at a minimum quarterly and as needed.</i></p>	<p>The Audit Committee shall monitor compliance with federal, state, and local laws and regulations and have charge of the affairs of the Board relating to the internal control and risk management framework.</p> <p>The following matters are illustrative of those brought before the Audit Committee for consideration: review of all contracts awarded by the Executive Director; regulatory compliance; internal controls assessment; internal and external audit reports compliance; and recommendations from external consultants.</p> <p>The Audit Committee shall meet at a minimum quarterly and as needed.</p>
Article VI Section 4	<p>The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.</p> <p>The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.</p>	<p>The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.</p> <p>The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.</p> <p><i>The Finance and Administration Committee shall meet monthly unless authorized designated by the Chairperson of the Finance and Administration Committee.</i></p>	<p>The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.</p> <p>The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.</p> <p>The Finance and Administration Committee shall meet monthly unless authorized designated by the Chairperson of the Finance and Administration Committee.</p>
Article VI Section 5	<p>The Governance Committee shall manage the business of the Board of Directors.</p>	<p>The Governance Committee shall <i>make recommendations regarding the management of</i> the business of the Board of Directors.</p>	<p>The Governance Committee shall make recommendations regarding the management of the business of the Board of Directors.</p>

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	<p>The following matters are illustrative of those brought before the Governance Committee for consideration: perform orientation and training of new Board members; conduct evaluation and improvement of Board performance; oversee Board compliance with requirements for written financial disclosure statements; and consideration of Bylaw changes.</p>	<p>The following matters are illustrative of those brought before the Governance Committee for consideration: perform orientation and training of new Board members; conduct evaluation and improvement of Board performance; oversee Board compliance with requirements for written financial disclosure statements; and consideration of Bylaw changes; and policy level oversight of the Board’s legislative and governmental relations agenda setting and activities.</p> <p>The Governance Committee shall meet at a minimum biannually and as needed.</p>	<p>The following matters are illustrative of those brought before the Governance Committee for consideration: perform orientation and training of new Board members; conduct evaluation and improvement of Board performance; oversee Board compliance with requirements for written financial disclosure statements; consideration of Bylaw changes; and policy level oversight of the Board’s legislative and governmental relations agenda setting and activities.</p> <p>The Governance Committee shall meet at a minimum biannually and as needed.</p>
<p>Article VI Section 6</p>	<p>The Strategy Committee shall have charge of the affairs of the Board relating to long-term planning for the capabilities of the organization.</p> <p>The following matters are illustrative of those brought before the Strategy Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.</p>	<p>The Strategy Strategic Planning Committee shall make recommendations regarding have charge of the affairs of the Board and the organization relating to short-term and long-term planning for the capabilities of the organization the Board.</p> <p>The following matters are illustrative of those brought before the Strategy Strategic Planning Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.</p> <p>The Strategic Planning Committee shall meet at a minimum biannually and as needed.</p>	<p>The Strategic Planning Committee shall make recommendations regarding the affairs of the Board and the organization relating to short-term and long-term planning for the capabilities of the Board.</p> <p>The following matters are illustrative of those brought before the Strategic Planning Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.</p> <p>The Strategic Planning Committee shall meet at a minimum biannually and as needed.</p>
<p>Article VI Section 7</p>		<p>The Operations Committee shall make recommendations regarding the affairs of the Board relating to the Board’s systems of sewerage, water, and drainage; the Board’s Economically Disadvantaged Business Enterprise Program (“EDBE”); and the Board’s customer relations policies and procedures.</p> <p>The following matters are illustrative of those brought before the Operations Committee for consideration: a review of EDBE policies and procedures; customer billing and collections; meter reading; meter installation and removal; customer service; work order management; and power and technology upgrades.</p>	<p>The Operations Committee shall make recommendations regarding the affairs of the Board relating to the Board’s systems of sewerage, water, and drainage; the Board’s Economically Disadvantaged Business Enterprise Program (“EDBE”); and the Board’s customer relations policies and procedures.</p> <p>The following matters are illustrative of those brought before the Operations Committee for consideration: a review of EDBE policies and procedures; customer billing and collections; meter reading; meter installation and removal, customer service; work order management; and power and technology upgrades.</p>

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		The Operations Committee shall meet at a minimum quarterly and as needed.	The Operations Committee shall meet at a minimum quarterly and as needed.
Article VI Section 7 Redesignated as Article VI Section 8	The Pension Committee is established by Section (3) of the “Rules and Regulations of the Employee Retirement System of the Sewerage and Water Board of New Orleans.” This Committee consists of the Chairperson – President Pro Tem; four (4) members appointed by the President, at least one of which shall be a member of the Finance Committee; Three (3) employee members elected by the employees and one (1) retiree representative elected by Board retirees. Five members shall constitute a quorum. The Committee shall be in charge of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund.	The Pension Committee is established by Section (3) of the “Rules and Regulations of the Employee Retirement System of the Sewerage and Water Board of New Orleans.” This Committee consists of the Chairperson – President Pro Tempore; four (4) members appointed by the President of the Board, at least one of which shall be a member of the Finance Committee; Three (3) employee members, elected by the employees of SWBNO; and one (1) retiree representative, elected by SWBNO Board retirees. Five (5) members shall constitute a quorum. The C committee shall make recommendations be in charge of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund. The Pension Committee shall meet at a minimum quarterly and as needed.	The Pension Committee is established by Section (3) of the “Rules and Regulations of the Employee Retirement System of the Sewerage and Water Board of New Orleans.” This Committee consists of the Chairperson – President Pro Tempore; four (4) members appointed by the President of the Board, at least one of which shall be a member of the Finance Committee; three (3) employee members, elected by the employees of SWBNO; and one (1) retiree representative, elected by SWBNO retirees. Five (5) members shall constitute a quorum. The committee shall make recommendations of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund. The Pension Committee shall meet at a minimum quarterly and as needed.
Article VI Section 8 Redesignated as Article VI Section 9	A. The Board of Trustees, as defined in the Rules and Regulations of the Employees’ Retirement System of the Sewerage and Water Board of New Orleans, shall have full and final authority to make all decisions concerning the investment of assets of said retirement system, to include recommendations of the Pension Committee made to the Board, and which involve the exercise of the Trustees’ Investment Authority, as set forth in Section 8.6 of the Rules and Regulations of the Retirement System. These matters shall include, but not limited to, the following: a. Selection, hiring, and termination of various investment managers, custodial banks and financial consulting firms. b. The establishment of an Investment Policy, Asset Allocation		

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	<p>Policy and Rebalancing Policy.</p> <ul style="list-style-type: none">c. Deciding what portion of the Retirement System assets a particular investment manager shall invest.d. Evaluating the performance of a particular investment manager, including placing that investment manager on probation.e. Receipt and review of actuarial reports and annual investment reports prepared by the investment consultant. <p>B. Because the Pension Committee will be called upon to review matters which the Board of Trustees of the Employees' Retirement System will be required to approve in order to be effective:</p> <ul style="list-style-type: none">a. The Pension Committee, in making its written report to the Board of Directors of the Sewerage and Water Board of New Orleans, shall designate three (3) types of agendas for consideration by the Board of Directors. These three (3) agendas shall consist of consent items, non-consent items and items to be considered by the full Board of Trustees.b. At the time that the Pension Committee report is received by the Board of Directors, and such report has on its agenda 'Board of Trustees Items,' the four (4) employee-elected Trustees, if present, shall be invited by the chairperson to join the Board of Directors' Trustees in considering the specific items of that agenda. A roll call shall be made by the Secretary to establish a quorum of the Board of Trustees, which quorum shall be no less than eight(8) Trustees. At this time, it is recognized that this is an official meeting of the Board of Trustees of the		
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	<p>Employees' Retirement System of the Sewerage and Water Board of New Orleans and all Trustees present shall have the right to make motions, enter into discussions, vote and otherwise fully participate in the matters at hand. Each Trustee shall have one vote. All actions of the Trustees shall be by voice vote, unless a roll call is requested and a majority of all Trustees present shall prevail.</p> <p>Upon conclusion of the specific items of the Board of Trustees agenda, to include that specified on the agenda of the Pension Committee, the chairman shall call for a motion to end the Board of Trustees meeting. Upon such affirmative vote to end, the employee-elected Trustees shall withdraw and the Board of Directors shall continue its regular business.</p>		
<p>Article VI Section 9 Redesignated as Article VI Section 10</p>	<p>The Plumbing Conference Committee is established by the Plumbing Code of the City of New Orleans. Matters relating to the Plumbing Code shall be brought before the Plumbing Conference Committee for consideration. This Committee consists of: the General Superintendent, the Supervisor of Plumbing; four members of the Sewerage and Water Board appointed by the President, one licensed master plumber, one licensed journeyman plumber, and one member of any allied plumbing or engineering trade or profession. Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board. Five members constitute a quorum.</p>	<p>The Plumbing Conference Committee is established by the Plumbing Code of the City of New Orleans. Matters relating to the Plumbing Code shall be brought before the Plumbing Conference Committee for consideration. This Committee consists of: the General Superintendent, the Supervisor of SWBNO Plumbing Department; and seven (7) members, appointed by the President of the Board as follows:</p> <p style="padding-left: 40px;">four (4) members of the Sewerage and Water Board appointed by the President; one (1) licensed master plumber, one (1) licensed journeyman plumber, and one (1) member of any allied plumbing or engineering trade or profession.</p> <p>Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board.</p> <p>Five members constitute a quorum.</p> <p>The Plumbing Conference Committee shall meet at a minimum of biannually and as needed.</p>	<p>The Plumbing Conference Committee is established by the Plumbing Code of the City of New Orleans. Matters relating to the Plumbing Code shall be brought before the Plumbing Committee for consideration. This committee consists of: the General Superintendent, the Supervisor of SWBNO Plumbing Department; and seven (7) members, appointed by the President of the Board as follows:</p> <p style="padding-left: 40px;">four (4) members of the Board of Directors of SWBNO; one (1) licensed master plumber; one licensed journeyman plumber; and one (1) member of any allied plumbing or engineering trade or profession.</p> <p>Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board.</p> <p>Five members constitute a quorum.</p> <p>The Plumbing Conference Committee shall meet at a minimum of biannually and as needed.</p>

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Article VI Section 10 Redesignated as Article VI Section 11	Any of the Committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.	Any of the C ommittees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.	Any of the committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.
Article VI Section 11 Redesignated as Article VI Section 12	All reports of Committees for submission at the regular meeting of the Board shall be in writing and action thereon may be deferred to the subsequent regular meeting of the Board.	All reports of C ommittees for submission at the regular meeting of the Board shall be in writing and action thereon may be deferred to the subsequent regular meeting of the Board.	All reports of committees for submission at the regular meeting of the Board shall be in writing and action thereon may be deferred to the subsequent regular meeting of the Board.
Article VI Section 12 Redesignated as Article VI Section 13	Both the President of the Board and the President Pro Tem shall be ex-officio members of each and all committees, both with the right to vote the same as any other member of said committees. Both the President of the Board, and the President Pro Tem, when acting as ex-officio members of a Committee in accordance with the foregoing, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.	Both the President of the Board and the President Pro Tempore shall be ex-officio members of each and all committees, both with the right to vote the same as any other member of said committees. Both the President of the Board, and the President Pro Tempore , when acting as ex-officio members of a C ommittee, in accordance with these By-Laws the foregoing , shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.	Both the President of the Board and the President Pro Tempore shall be ex-officio members of each and all committees, both with the right to vote the same as any other member of said committees. Both the President of the Board, and the President Pro Tempore, when acting as ex-officio members of a committee, in accordance with these By-Laws, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.
Article VI Section 13 Redesignated as Article VI Section 14	Action taken by a Committee of the Board shall be by a majority of those present.	Action taken by a C ommittee of the Board shall be by a majority of those present.	Action taken by a C ommittee of the Board shall be by a majority of those present.
Article VI Section 14 Redesignated as Article VI Section 15	Whenever there is an absence of a quorum required for a Committee of the Board to meet, the Executive Director shall reschedule the Committee Meeting to the next available date and time at which a quorum can be reasonably anticipated. Absent a quorum, there shall be no meeting of the Committee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.	Whenever there is an absence of a quorum required for a C ommittee of the Board to meet, the Executive Director shall reschedule the Committee Meeting to the next available date and time at which a quorum can be reasonably anticipated. Absent a quorum, there shall be no meeting of the C ommittee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.	Whenever there is an absence of a quorum required for a committee of the Board to meet, the Executive Director shall reschedule the Committee Meeting to the next available date and time at which a quorum can be reasonably anticipated. Absent a quorum, there shall be no meeting of the committee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.
Article VII Section 1	All warrants for payment of money administered by the Board of Liquidation, City Debt, for account of the Sewerage and Water	All warrants for payment of money administered by the Board of Liquidation, City Debt, for account of the Sewerage and Water	All warrants for payment of money administered by the Board of Liquidation, City Debt, for account of the Sewerage and Water

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<p>Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director. Said warrants shall be listed on audit sheet(s), setting forth, the number of the warrant date of warrant, and number of appropriation; and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>All checks for transfer of money for clearing accounts (i.e., payroll, voucher, etc.) of the Sewerage and Water Board of New Orleans, shall be drawn on the master accounts of the Board and require two (2) signatures, one of which must be provided by the Executive Director, a Deputy Director, General Superintendent, or Deputy General Superintendent. The second signature must be provided by staff designated in writing by the Executive Director. Said checks shall be listed audit sheet(s), and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>All checks for payment of construction contracts shall be handled in the same manner, as stated above.</p>	<p>Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. Said warrants shall be listed on audit sheet(s), setting forth, the number of the warrant date of warrant, and number of appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>All checks for transfer of money for clearing accounts (i.e., payroll, voucher, etc.) of the Sewerage and Water Board of New Orleans, shall be drawn on the master accounts of the Board and require two (2) signatures, one of which must be provided by the Executive Director, a Deputy Director, General Superintendent, or Deputy General Superintendent. The second signature must be provided by staff designated in writing by the Executive Director. Said checks shall be listed audit sheet(s), and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>All checks for payment of construction contracts shall be handled in the same manner, as stated above.</p> <p>The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:</p> <p>The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the management of such deposit accounts held in the name of the Board.</p>	<p>Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. The second signature must be provided by staff designated in writing by the Executive Director. Said warrants shall be listed on audit sheet(s), setting forth the number of the warrant, date of warrant, and number of appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:</p> <p>The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the management of such deposit accounts held in the name of the Board.</p> <p>Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.</p>	<p>Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. The second signature must be provided by staff designated in writing by the Executive Director. Said warrants shall be listed on audit sheet(s), setting forth the number of the warrant, date of warrant, and number of appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:</p> <p>The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the management of such deposit accounts held in the name of the Board.</p> <p>Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.</p>
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		Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.	
Article VII Section 2	There shall be no disbursement of the monies of this Board without the direct order of resolution of the Board, made and entered of record at a meeting thereof, except as provided in R.S. 33:4084.		
Article VIII Section 1	The appointment, suspension and removal of employees shall be in accordance with the provisions of R.S. 33:4076 of Louisiana Revised Statutes. All payment of wage or salaries shall cease on dismissal of employees.		
Article IX Section 1	All funds of Sewerage and Water Board of New Orleans, subject to its control, shall be deposited with any bank or banks located in the City of New Orleans selected by the Board. Such banks shall furnish acceptable collateral in accordance with applicable law.		
Article X Section 1	Any amendments to these by-laws shall be adopted only after approved by a quorum of the board (R.S. 33:4071E), provided that notice of the proposed amendment shall be given at a regular monthly meeting preceding final action upon such amendment. The amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further providing that the Executive Director of the Board shall have filed a copy of the amendment with a notice of the meeting for final action, upon every member of the Board not less than a week prior to said meeting.	Any amendments or changes to these By-Laws shall be adopted only after approved by a quorum of the Board , provided that notice of the proposed amendment or change shall be given at a regular monthly meeting preceding final action upon such amendment or change , the amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further provided that the Executive Director of the Board shall have delivered a copy of the proposed amendment or change with a notice of the meeting for final action, to every member of the Board not less than a week prior to said meeting.	Any amendments or changes to these By-Laws shall be adopted only after approved by a quorum of the Board, provided that notice of the proposed amendment or change shall be given at a regular monthly meeting preceding final action upon such amendment or change, the amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further provided that the Executive Director of the Board shall have delivered a copy of the proposed amendment or change with a notice of the meeting for final action, to every member of the Board not less than a week prior to said meeting.
Article XI Section 1	Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the majority	The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the	The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the

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	<p>members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.</p> <p>The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.</p>	<p>majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.</p> <p>The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.</p>	<p>majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.</p> <p>The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.</p>
<p>Article XII Section 1</p>	<p>In accordance with the provisions of R.S. 42:5(D), the public is invited to attend and give comment on any matter listed on the agenda of a regular or special meeting of the Board or any of its committees. The time and length of such comments shall be determined by the Chair of the meeting.</p>		