
TERREBONNE PARISH COUNCIL

POLICY, PROCEDURE, AND LEGAL COMMITTEE

Ms. Jessica Domangue	Chair
Mr. John Amadee	Vice-Chair
Mr. Gerald Michel	Member
Mr. Daniel Babin	Member
Mr. John Navy	Member
Mr. Carl Harding	Member
Mr. Darrin W. Guidry, Sr.	Member
Mr. Dirk Guidry	Member
Mr. Steve Trosclair	Member



In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Suzette Thomas, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

AGENDA

August 8, 2022
5:45 PM

Robert J. Bergeron Government Tower Building
8026 Main Street
2nd Floor Council Meeting Room
Houma, LA 70360

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

**ALL CELL PHONES, PAGERS AND ELECTRONIC DEVICES USED FOR COMMUNICATION
SHOULD BE SILENCED FOR THE DURATION OF THE MEETING**

CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Approve the co-sponsorship request from the Junior Auxiliary of Houma, Inc. for the Junior Auxiliary of Houma's Dancing with the Stars to be held on Saturday, August 20, 2022 from 7:00 p.m. to 11:00 p.m. at the Barry P. Bonvillain Civic Center.
2. Approve the co-sponsorship request from the Volunteers of America and Louisiana Workforce Commission for the Tri-Parish Resource and Job Fair to be held on Monday, September 19, 2022 from 10:00 a.m. to 2:00 p.m. at the Municipal Auditorium.

3. Approve the co-sponsorship from the South Louisiana Wetlands Discovery Center for their Annual Rougarou Fest to be held on Friday, October 21, 2022 from 5:00 p.m. to 10:00 p.m., Saturday, October 22, 2022 from 10:00 a.m. to 10:00 p.m. and Sunday, October 23, 2022 from 3:45 a.m. to 5:00 p.m. at 132 Library Drive, Houma, LA.
4. Approve the co-sponsorship request from the Kiwanis Club of Houma for the Howl-O-Ween Dog Parade and Festival to be held on Saturday, October 29, 2022 from 10:00 a.m. to 1:00 p.m. and Sunday, October 30, 2022 from 10:00 a.m. to 1:00 p.m. at 7856 Main Street Courthouse Square. (Dog Parade down Main Street to Roussell Street to School Street to Church Street).
5. Approve the co-sponsorship request from Alcoholics Anonymous for the Bayoland Jamboree to be held on Friday, November 11, 2022 from 2:00 p.m. to 10:20 p.m. and Saturday, November 12, 2022 from 7:00 a.m. to 10:00 p.m. at the Houma Municipal Auditorium.
6. Approve the co-sponsorship request from the Bayou Regional Arts Council for the Bayou Arts Festival Featuring Art After Dark to be held on Saturday, November 19, 2022 from 10:00 a.m. to 10:00 p.m. at 7856 Main Street, Houma, LA.
7. Approve the co-sponsorship request from The Bryant O'Neil Foundation for the Rock Another Day Event to be held on Saturday, November 26, 2022 from 4:30 p.m. to 10:00 p.m. at the Southdown Plantation.
8. Introduce an ordinance to appoint Ms. Brandi Becnel as Terrebonne Parish Council Senior Minute Clerk, to set the salary, and to set an effective date relative thereto, and call a public hearing on said matter on Wednesday, August 24, 2022 at 6:30 p.m.
9. Pursuant to LA R.S. 42:16-17, the Policy, Procedure and Legal Committee may upon 2/3 affirmative vote, convene into Executive Session in order to discuss the following: Competency in filling Council Staff positions and compensation rates.
10. Adjourn

Category Number:
Item Number: 1.



Monday, August 8, 2022

Item Title:

Co-Sponsorship - Junior Auxiliary of Houma's Dancing with the Stars

Item Summary:

Approve the co-sponsorship request from the Junior Auxiliary of Houma, Inc. for the Junior Auxiliary of Houma's Dancing with the Stars to be held on Saturday, August 20, 2022 from 7:00 p.m. to 11:00 p.m. at the Barry P. Bonvillain Civic Center.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: eranderson@ochsner.org
Sent: Tuesday, August 2, 2022 1:59 PM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Brian Detillier; Stacey Martin
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Junior Auxiliary of Houma's Dancing with the Stars
Location: Civic Center
Date(s) of Event: 08/20/2022 (7:00 PM - 11:00 PM)
Reason for Co-Sponsorship: Junior Auxiliary of Houma is a 501(c)(3) nonprofit. This is our main fundraiser for our organization, which we have not be able to have due to COVID. We have numerous service projects that directly help children and elderly in our parish. All monies raised stay in Terrebonne Parish.

Services / Resources Needed: Civic Center
Security

Additional Details Non-profit organization? YES
Selling Tickets? YES **Cost of a ticket?** \$75 per ticket;
\$125 for two

Organization: Junior Auxiliary of Houma, Inc.
Authorized Representative: Erika Anderson (*Finance Chair*)
Contact Person: *** Same as above ***
Mailing Address: P.O. Box 8031
Houma , LA 70361
Daytime Phone Number: 985-381-9629
E-mail: eranderson@ochsner.org

This email is sent by an automated process for an Online Co-Sponsorship Request submission. If you have any questions, please contact our Information Technology team at development@tpcg.org. Thank you!

Category Number:
Item Number: 2.



Monday, August 8, 2022

Item Title:

Co-Sponsorship - Tri-Parish Resource and Job Fair

Item Summary:

Approve the co-sponsorship request from the Volunteers of America and Louisiana Workforce Commission for the Tri-Parish Resource and Job Fair to be held on Monday, September 19, 2022 from 10:00 a.m. to 2:00 p.m. at the Municipal Auditorium.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: ktorres@voasela.org
Sent: Monday, August 1, 2022 11:24 AM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Anne Picou; David Drury
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? No

Event Name: Tri-Parish Resource and JobFair

Location: Municipal Auditorium

Date(s) of Event: 09/19/2022 (10:00 AM - 2:00 PM)

Reason for Co-Sponsorship: This event will be to inform the community about the many resources available in the community, all while giving some opportunity to look for work. The goal of this event is to help people in our the tri-parish area to find the resources for their individual needs. It will be co-sponsored by Louisiana Workforce Commission.

Services / Resources Needed: Municipal Auditorium

Additional Details Non-profit organization? YES
Selling Tickets? NO

Organization: Volunteers of America and Louisiana Workforce Commission

Authorized Representative: Katelyn Torres (*Case Manager*)

Contact Person: Laura Fanguy (*Business Service Representative*)

Mailing Address: 137 Synergy Blvd
Houma, LA 70360

Daytime Phone Number: (985)870-6715

E-mail: ktorres@voasela.org

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Category Number:
Item Number: 3.



Monday, August 8, 2022

Item Title:

Co-Sponsorship - Rougarou Fest

Item Summary:

Approve the co-sponsorship from the South Louisiana Wetlands Discovery Center for their Annual Rougarou Fest to be held on Friday, October 21, 2022 from 5:00 p.m. to 10:00 p.m., Saturday, October 22, 2022 from 10:00 a.m. to 10:00 p.m. and Sunday, October 23, 2022 from 3:45 a.m. to 5:00 p.m. at 132 Library Drive, Houma, LA.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: jforet@slwdc.org
Sent: Monday, August 1, 2022 3:53 PM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Brian Detillier; Stacey Martin; David Drury; Ed Lawson
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Rougarou Fest

Location: 132 Library Drive, Houma, LA 70360

Date(s) of Event: 10/21/2022 (5:00 PM - 10:00 PM)
10/22/2022 (10:00 AM - 10:00 PM)
10/23/2022 (3:45 AM - 5:00 PM)

Reason for Co-Sponsorship: The Rougarou Fest is a family-friendly festival with a spooky flair that is free to the public. It celebrates the folklore of Southeast Louisiana and showcases live music, cultural activities, children's activities, Cajun food, the Krewe Ga Rou parade and much more! All proceeds benefit the South Louisiana Wetlands Discovery Center, a nonprofit 501(c)(3) organization.

Services / Resources Needed: Barricades
Civic Center
Electric Service
Garbage Containers & Collection
Sound Permit Fee

Additional Details Non-profit organization? YES
Selling Tickets? NO

Organization: South Louisiana Wetlands Discovery Center

Authorized Representative: Jonathan Foret (*Executive Director*)

Contact Person: *** Same as above ***

Mailing Address: 7910 Park Avenue
Houma, LA 70364

Daytime Phone Number: 985-580-7289

E-mail: jforet@slwdc.org



Monday, August 8, 2022

Item Title:

Co-Sponsorship - Howl-O-Ween Dog Parade and Festival

Item Summary:

Approve the co-sponsorship request from the Kiwanis Club of Houma for the Howl-O-Ween Dog Parade and Festival to be held on Saturday, October 29, 2022 from 10:00 a.m. to 1:00 p.m. and Sunday, October 30, 2022 from 10:00 a.m. to 1:00 p.m. at 7856 Main Street Courthouse Square. (Dog Parade down Main Street to Roussell Street to School Street to Church Street).

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: joe@kopflerhermann.com
Sent: Tuesday, August 2, 2022 11:46 AM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Anne Picou; David Drury; David Drury; Ed Lawson; Cheryl Lirette
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Howl-O-Ween Dog Parade and Festival
Location: 7856 Main St Courthouse Square / Dog Parade down Main to Rousell to School to Church
Date(s) of Event: 10/29/2022 (10:00 AM - 1:00 PM)
10/30/2022 (10:00 AM - 1:00 PM)


Reason for Co-Sponsorship: The Kiwanis Club of Houma is the sponsor of the Howl-O-Ween Dog parade and festival for 2022. We successfully put on the initial dog parade and festival in 2019 followed by the 2d in 2021. The public is invited. It is family, kid friendly and definitely friendly to Man's best friend. The outdoors festival will be a welcome respite to our Ida weary citizens and a potential income stimulant to downtown businesses from attendance. The Kiwanis Club of Houma is a non profit organization and funds generated will benefit the Kiwanis Club of Houma Foundation. The foundation is the source of our ability to fund our many projects to benefit the children of Terrebonne parish.

Services / Resources Needed: Barricades
Courthouse Square
Electric Service
Garbage Containers & Collection
Insurance
Security
Sound Permit Fee

Additional Details Non-profit organization? YES
Selling Tickets? NO

Organization: Kiwanis Club of Houma

Authorized Representative: Joseph G "Joe" Kopfler (*Howl-O Ween Dog parade and Festival Chairman*)



Contact Person: same as above (*same as above*)
Mailing Address: P. O. Box 701
Houma, LA 70361
Daytime Phone Number: 985-851-3311
E-mail: joe@kopflerhermann.com

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Monday, August 8, 2022

Item Title:

Co-Sponsorship - Bayouland Jamboree

Item Summary:

Approve the co-sponsorship request from Alcoholics Anonymous for the Bayoland Jamboree to be held on Friday, November 11, 2022 from 2:00 p.m. to 10:20 p.m. and Saturday, November 12, 2022 from 7:00 a.m. to 10:00 p.m. at the Houma Municipal Auditorium.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: tazschroeder54@gmail.com
Sent: Saturday, March 26, 2022 10:27 AM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Anne Picou; David Drury
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Bayouland Jamboree
Location: Houma Municipal Auditorium
Date(s) of Event: 11/11/2022 (2:00 PM - 10:20 PM)
11/12/2022 (7:00 AM - 10:00 PM)

Reason for Co-Sponsorship: Alcohol and drug abuse recovery fellowship.
Cosponsored by Easy Does it Club. 111 Munson Dr.
HOUMA LA 70360. TAX ID #72-0904530

Services / Resources Needed: Municipal Auditorium

Additional Details Non-profit organization? YES
Selling Tickets? YES **Cost of a ticket?** \$20

Organization: Alcoholics Anonymous
Authorized Representative: Tommy Schroeder (*Chairman*)
Contact Person: Doug Injain (*Co Chair*)
Mailing Address: 114 Bon Villa ct
gray, LA 70359
Daytime Phone Number: (225) 456-6710
E-mail: tazschroeder54@gmail.com

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Category Number:
Item Number: 6.



Monday, August 8, 2022

Item Title:

Co-Sponsorship - Bayou Arts Festival Featuring Art After Dark

Item Summary:

Approve the co-sponsorship request from the Bayou Regional Arts Council for the Bayou Arts Festival Featuring Art After Dark to be held on Saturday, November 19, 2022 from 10:00 a.m. to 10:00 p.m. at 7856 Main Street, Houma, LA.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: director@bayouarts.org
Sent: Wednesday, June 15, 2022 3:30 PM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Anne Picou; David Drury; David Drury; Ed Lawson; Cheryl Lirette
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Bayou Arts Festival Featuring Art After Dark

Location: 7856 Main St. Houma, LA 70360

Date(s) of Event: 11/19/2022 (10:00 AM - 10:00 PM)

Reason for Co-Sponsorship: Bayou Regional Arts Council will host The Bayou Arts Festival featuring Art After Dark on November 19, 2022. Event will showcase all art in our area including Songwriters, Fine Arts, High School Bands, Choirs and Art Departments, Craft Vendors, etc. This Festival will promote our Quality of Life and Civic Pride.

Services / Resources Needed: Barricades
Courthouse Square
Electric Service
Garbage Containers & Collection
Insurance
Security
Sound Permit Fee

Additional Details Non-profit organization? YES
Selling Tickets? NO

Organization: Bayou Regional Arts Council

Authorized Representative: Genie Ardoin (*Executive Director*)

Contact Person: Genie Ardoin (*Executive Director*)

Mailing Address: 7910 Park Ave
Houma, LA 70360

Daytime Phone Number: 985-209-4404

E-mail: director@bayouarts.org

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Category Number:
Item Number: 7.



Monday, August 8, 2022

Item Title:

Co-Sponsorship - Rock Another Day

Item Summary:

Approve the co-sponsorship request from The Bryant O'Neil Foundation for the Rock Another Day Event to be held on Saturday, November 26, 2022 from 4:30 p.m. to 10:00 p.m. at the Southdown Plantation.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

8/3/2022

Type

Cover Memo

Tammy Triggs

From: michelle@amplifyevents.us
Sent: Monday, July 11, 2022 7:30 AM
To: Leilani Adams; Tammy Triggs; Suzette Thomas; Cheryl Lirette
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Rock Another Day
Location: Southdown Plantation
Date(s) of Event: 11/26/2022 (4:30 PM - 10:00 PM)
Reason for Co-Sponsorship: The event is brought to you by The Bryant O'Neil Foundation. The foundation is here to be a voice for Louisiana and raise adequate funds to provide resources to local communities to help reduce public health problems involving suicide. The Rock Another Day event is an outdoor concert among the majestic oaks of Southdown Plantation in Houma, Louisiana. The event will include headliners such as Louisiana natives Marc Broussard, Bag of Donuts, and Le Bon Temps. The purpose of this event is to raise awareness and funds for suicide prevention and education.

Services / Resources Needed: Barricades
Garbage Containers & Collection
Insurance
Sound Permit Fee

Additional Details Non-profit organization? YES
Selling Tickets? YES **Cost of a ticket?** 25.00

Organization: The Bryant O'Neil Foundation
Authorized Representative: Kacey Deroche (*Board Member*)
Contact Person: Michelle Dugas (*Event Coordinator*)
Mailing Address: 3 Waverly Way
Houma, LA 70360
Daytime Phone Number: 504-259-0857
E-mail: michelle@amplifyevents.us



Monday, August 8, 2022

Item Title:

ORDINANCE: Appointing Ms. Brandi Becnel as Senior Minute Clerk and Setting Salary

Item Summary:

Introduce an ordinance to appoint Ms. Brandi Becnel as Terrebonne Parish Council Senior Minute Clerk, to set the salary, and to set an effective date relative thereto, and call a public hearing on said matter on Wednesday, August 24, 2022 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/3/2022	Executive Summary
Ordinance	8/8/2022	Ordinance



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ORDINANCE: Appointing Ms. Brandi Becnel as Senior Minute Clerk and Setting Salary

PROJECT SUMMARY (200 WORDS OR LESS)
ORDINANCE: Appointing Ms. Brandi Becnel as Terrebonne Parish Council Senior Minute Clerk and setting salary.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
<u>ACTUAL</u>	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
<u>N/A</u>	NO
YES	IF YES AMOUNT BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

Darrin W. Guidry, Sr.

Signature

08/03/2022

Date

OFFERED BY: _____
SECONDED BY: _____

ORDINANCE NO. 94__

AN ORDINANCE TO APPOINT A TERREBONNE PARISH COUNCIL SENIOR MINUTE CLERK, TO SET THE SALARY, AND TO SET AN EFFECTIVE DATE RELATIVE THERETO.

WHEREAS, Section 2-10 of the Home Rule Charter requires approval of the Terrebonne Parish Council to appoint clerical personnel as members of the Council Staff; and

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that Ms. Brandi Becnel be appointed to the position of Terrebonne Parish Council Senior Minute Clerk, and that the salary of the aforementioned individual be set as follows:

Grade 109 Senior Minute Clerk \$ 19.03 an hour

SECTION I

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

SECTION II

This ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13(b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:
YEAS: J. Navy, C. Harding, G. Michel, J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, D. J. Guidry, and S. Trosclair.
NAYS: None.
NOT VOTING: None.
ABSTAINING: None.
ABSENT: None.
The Chairman declared the ordinance adopted on this, the 24th day of August 2022.

DARRIN W. GUIDRY, SR, CHAIRMAN
TERREBONNE PARISH COUNCIL

TAMMY E. TRIGGS
INTERIM COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and Time Delivered to Parish President:

Approved _____ Vetoed _____
Gordon E. Dove, Parish President
Terrebonne Parish Consolidated Government

Date and Time Returned to Council Clerk:

I, Tammy E. Triggs, Interim Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on August 24, 2022, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF AUGUST 2022.

TAMMY E. TRIGGS
INTERIM COUNCIL CLERK
TERREBONNE PARISH COUNCIL



Monday, August 8, 2022

Item Title:

Executive Session – Council Staff Positions and Compensation Rates

Item Summary:

Pursuant to LA R.S. 42:16-17, the Policy, Procedure and Legal Committee may upon 2/3 affirmative vote, convene into Executive Session in order to discuss the following: Competency in filling Council Staff positions and compensation rates.

ATTACHMENTS:

Description

Executive Summary

Upload Date

7/26/2022

Type

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Executive Session – Council Staff Positions and Compensation Rates

PROJECT SUMMARY (200 WORDS OR LESS)
Pursuant to LA R.S. 42:16-17, the Policy, Procedure and Legal Committee may upon 2/3 affirmative vote, convene into Executive Session in order to discuss the following: Competency in filling Council Staff positions and compensation rates.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
<u>ACTUAL</u>	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
<u>N/A</u>	NO
YES	IF YES AMOUNT BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

<i>Darrin W. Guidry, Sr.</i>	<i>07/26/2022</i>
_____	_____
Signature	Date