



OFFICE OF INSPECTOR GENERAL
JEFFERSON PARISH

DAVID N. MCCLINTOCK
INSPECTOR GENERAL



July 16, 2019

Michael S. Yenni
Parish President
1221 Elmwood Park Blvd.
Suite 1002
Jefferson, LA 70123

**VIA FACSIMILIE TRANSMISSION
AND ELECTRONIC MAIL**

myenni@jeffparish.net

RE: Request for Public Records – Parish President Yenni

Dear Parish President Yenni:

This will acknowledge receipt of your request for public records from the Office of Inspector General of Jefferson Parish (“OIG”) for:

“All documents, including electronic communications, relating to any and all bids, renovations, repairs, or furnishings of the Office(s) of Inspector General for Jefferson Parish. This request includes, but is not limited to, information and documents relating to bidding of work, budgeting, expenditures, renovations, repairs, construction, furnishings, fixtures, upholstery, flooring and/or floor coverings, materials, drawings, design plans, cost estimates, purchase orders, invoices, payments, contracts, lease agreements, memoranda, logs, and notes relating to same.

This request pertains to both physical office locations occupied at any time by the Office of Inspector General, specifically:

**990 N. Corporate Dr., Ste 300
Jefferson, LA 70123**

**5401 Jefferson Hwy., Ste C
Elmwood, LA 70123.”**

Pursuant to the Jefferson Parish Code of Ordinances Section 2-151, the Parish Attorney’s Office administers and fulfills all requests for public records made to Jefferson Parish. Therefore, I am forwarding your request to the Parish Attorney. It has been the practice and policy of the Parish Attorney and the JPOIG to cooperate on public records requests.

Preliminarily, please note the following:

1. The Parish is the custodian of records responsive to your request. The Jefferson Parish Office of Inspector General (“JPOIG”) is a department of Jefferson Parish government. The JPOIG budget, budget adjustments, purchases, contracts, expenditures and other documents sought by your public records request are submitted, reviewed, and processed by the Budget Department, Accounting Department, Purchasing Department, and other Parish departments within the Parish Administration in the ordinary course of Parish business.
2. Your request does not specify any dates. Insofar as the request appears to include the period of time before the JPOIG had any offices, furnishings, fixtures, supplies, equipment, or staff, please be informed that the Parish, through the above named departments, and the Parish Attorney, provided support to Inspector General McClintock for initial acquisitions, to include setting up a budget, accounts, contracts, and procurement. Expenditures were charged against the millage fund shared by the JPOIG and the Jefferson Parish Ethics and Compliance Commission (“ECC”). Each year since that time, the JPOIG annually submits a budget for the JPOIG and the ECC to the Parish Budget Department which is published in the Parish’s annual budget. All expenditures, including payments on contracts, are processed through the Parish in the ordinary course of business.

Having previously worked with the Parish Attorney’s office on public records request, the JPOIG is aware that the Parish Attorney has a process for soliciting records from Parish departments which are the custodian of records responsive to a request for public records. Given the scope of your request and considering the provisions of JPCO 2-151, your request for public records is appropriately directed to the Parish Attorney.

Alternatively and as Parish President, you may directly request the above information from the Parish departments to which the JPOIG submits its budget and expenditures.

Finally, and as a Parish department, the Inspector General and I are available at your convenience to answer any questions you may have regarding the JPOIG budget and expenditures.

In full transparency, your original request and this response will be posted on the JPOIG website.

Sincerely,



Kim Raines Chatelain

Cc: David I. Courcelle, Parish Attorney (wi encls.)

David McClintock, Inspector General



JEFFERSON PARISH

Office of the President

Michael S. Yenni
Parish President

Office of Inspector General
Jefferson Parish
David N. McClintock
Inspector General
990 N. Corporate Dr., Ste. 300
Jefferson, LA 70123
Info@jpoig.net
Fax (504) 736-8963

RE: Public Records Request

Dear Mr. McClintock,

Pursuant to the Louisiana Public Records Act, La. Rev. Stat. 44.1 *et seq.*, I request the following public records be made available for immediate inspection and/or copying:

All documents, including electronic communications, relating to any and all bids, renovations, repairs, or furnishing of the Office(s) of Inspector General for Jefferson Parish. This request includes, but is not limited to, information and documents relating to bidding of the work, budgeting, expenditures, renovations, repairs, construction, furnishings, fixtures, upholstery, flooring and/or floor coverings, materials, drawings, design plans, cost estimates, purchase orders, invoices, payments, contracts, lease agreements, memoranda, logs, and notes relating to same.

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Elmwood, LA 70123

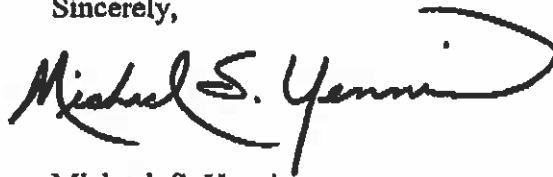
Pursuant to the provisions of La. Rev. Stat. 44:32, if you raise a question as to whether any of the records requested are a public record, you are required to notify the person making the request, in writing, of your determination and the reasons therefor, including the legal basis. Said notice shall be made within three (3) days, exclusive of Saturdays, Sundays, and legal public holidays.

Pursuant to La. Rev. Stat. 44:33, if the public record is not immediately available, you are required to promptly certify this in writing and in your certificate, you shall fix a day and hour within three (3) days, exclusive of Saturdays, Sundays, and legal public holidays, for the exercise of the right granted by the Louisiana Public Records Act.

Upon inspection, a request for copies may also be made in compliance with La. Rev. Stat. 44:31 and La. Rev. Stat. 44:32. Please advise the undersigned of the cost of reproduction prior to making copies.

Thank you for your prompt attention to this matter. If you should have any questions, please contact my office.

Sincerely,

A handwritten signature in black ink that reads "Michael S. Yenni". The signature is fluid and cursive, with a large loop at the end of the name.

Michael. S. Yenni
Parish President