

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH  
SUMMARY MINUTES OF THE SPECIAL HEARING  
July 25, 2018**

A specially scheduled hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, July 25, 2018, at 2:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA.

**Members Present**

Theron Jackson, Chair  
Nancy Cooper, Vice Chair  
Winzer Andrews, Secretary  
Curtis Joseph, Jr.  
Bessie Smith  
Dale Colvin

**Staff Present**

Mark Sweeney, Executive Director  
Stephen Jean, Deputy Director  
Alan Clarke, Zoning Administrator  
Markeya Daniel, Administrative Assistant

**Members Absent**

Alan Young  
Lea Desmarteau  
Ronnie Remedies

**Others Present**

Richard John, MPC Attorney

The meeting was called to order at 2:06 pm by **MR. JACKSON**. **MR. ANDREWS** opened the meeting with prayer and **MRS. COOPER** led the Pledge of Allegiance.

**MR. JACKSON** opened the meeting by stating that an interim Executive Director for the MPC should be nominated and appointed at the August 1<sup>st</sup> MPC Public Hearing. **MR. JACKSON** asked if there were any stipulations, parameters or recommendations that the Board wanted with regard to the selection of the interim Executive Director. **MR. JACKSON** opened the floor for comment.

**MRS. COOPER** stated that she believed that AICP certification should be a factor.

**MR. COLVIN** stated that the interim Executive Director should have good leadership skills and that AICP certification should not be a determining factor as it could limit nomination.

**MRS. SMITH** agreed with **MR. COLVIN** and added that the interim should be familiar with the MPC and its procedures.

**MR. JOSEPH** stated that he believed the interim should be someone who has good rapport with the MPC staff as well as good leadership skills and working knowledge of the Board.

**MR. ANDREWS** reiterated **MR. JOSEPH'S** statement.

**MR. JACKSON** summarized that the following considerations should be taken into account during the selection of an interim Executive Director: 1) AICP, 2) high quality leadership, and 3) staff rapport.

**MRS. COOPER** emphasized that AICP shouldn't be a criteria, but could be a deciding factor.

**MR. JACKSON** asked the Board if only internal candidates should be considered. The response was yes. There was a concern about leaving a gap at the MPC but **MR. SWEENEY** assured the Board that this was done before and that the staff in place now will keep the office running efficiently, regardless.

**MR. JACKSON** asked that at the August 1<sup>st</sup> MPC Public Hearing nominations for interim Executive Director be submitted and voted on with an Executive Session being placed on the agenda for any salary considerations for the person selected to be the interim Executive Director. He also stated that a search committee will be formed August 1<sup>st</sup> with the intention of beginning the process for finding a permanent Executive Director.

**A motion was made by MR. ANDREWS seconded by MRS. SMITH, to add the nomination and appointment of an interim Executive Director to the August 1<sup>st</sup> MPC meeting agenda.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. JACKSON, ANDREWS, COLVIN & JOSEPH &**

**Mses. SMITH & COOPER. Nays: None. Absent: Messrs. REMEDIES & YOUNG**

**ADJOURN 2:20 p.m.**

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**Theron Jackson, Chair**

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**Winzer Andrews, Secretary**