

# NORTHWEST


## LAW ENFORCEMENT PLANNING AGENCY, INC.

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STAFF  
Jeremy P. Edwards, Director  
Casey P. Palombo

TO: Board of Directors

FROM: Jeremy P. Edwards, Executive Director   
Northwest Law Enforcement Planning Agency, Inc

DATE: October 29, 2024

SUBJECT: Board of Directors Meeting

The Board of Directors of Northwest Law Enforcement Planning Agency, Inc. will meet on **Tuesday, November 12, 2024, at 10:00 a.m.** at the North Louisiana Forensic Science Building, 1630 Tulane Ave., Shreveport, Louisiana 71103.

Please find attached a tentative agenda of the meeting. The minutes of the September 10, 2024, meeting of the board of directors will be in the agenda packet as well as posted on the agency website (rrdnw.com).

Subscribe to the Northwest Calendar by clicking the following link (<https://rrdnw.com/nw/calendar/>), and clicking the “subscribe to Calendar” drop-down box at the bottom of the page.

We look forward to meeting with you on November 12th.

**NORTHWEST LAW ENFORCEMENT PLANNING AGENCY, INC.**  
**Agenda - Board of Directors Meeting**

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**PLACE: North Louisiana Forensic Science Building, 1630 Tulane Avenue, Shreveport, LA**  
**TIME: 10:00 A.M., Tuesday, November 12, 2024**

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**CALL TO ORDER** - Julian Whittington, President

**Invocation**

**Pledge of Allegiance**

**Roll Call** - Casey Palombo, Assistant Director

**Introduction of Guests**

**Adoption of Minutes** – September 10, 2024 – Board of Directors

**OLD BUSINESS**

**Financial Report** – Jeremy P. Edwards, Executive Director

**NEW BUSINESS**

**Available Funds** – Jeremy P. Edwards

FY 2023 JAG \$10K - \$57,522 (End: 6/30/2025)

FY 2023 JJDP - \$52,051 (End: 6/30/2027)

FY 2024 VOCA - \$988,654 (End: 6/30/2027)

**Program Reports** – Julian Whittington

**Grant Programs Report** – Casey Palombo

**North Louisiana Crime Lab** – Joey Jones, System Director

**Bienville SO** – Starcorius Dyes, Lieutenant

**2025 Meeting Dates** – Julian Whittington

**Announcement of Meetings**

**Northwest Board of Directors**

Tuesday, January 14, 2025 at 10:00 a.m.,  
North Louisiana Forensic Science Building,  
1630 Tulane Avenue  
Shreveport, LA 71103

**Louisiana Commission on Law Enforcement Meeting**

Wednesday - Thursday, December 4 - 5, 2024  
West Baton Rouge Conference Center (Plantation Ballroom)  
2750 N. Westport Drive,  
Port Allen, Louisiana 70767

**ADJOURNMENT**

**NORTHWEST LAW ENFORCEMENT PLANNING AGENCY, INC.**

Board of Directors

September 10, 2024

The Board of Directors of Northwest Law Enforcement Planning Agency, Inc. met on Tuesday, September 10, 2024 at 10:00 a.m. at the North Louisiana Forensic Science Building, 1630 Tulane Avenue, Shreveport, LA 71103.

**CALL TO ORDER**

The meeting was called to order at 10:01 a.m. by Julian Whittington.

**ROLL CALL**

John Ballance	Julian Whittington
Daniel Haugen*	Schuyler Marvin
Lynn Austin*	Jim Whitman*
Henry Whitehorn	James Stewart*
Kelli Todd	Joey Jones*
Jayson Richardson	Stephen Williams
Stuart Wright	Glen Edwards
Arron Mitchell*	Don Burkett*
Jason Parker	

\*Proxy

On roll call: 10 present, 7 proxies, 4 absent. Quorum.

Other in attendance

Laura Fulco, 1 <sup>st</sup> JDA	Jessica Alexander, 3 <sup>rd</sup> JDA
Brad Walker, Sabine SO	Alanna Brauer, North LA Crime Lab
Lee Clemons, 26 <sup>th</sup> JDA	Jeremy P. Edwards, Northwest
Casey Palombo, Northwest	

**ADOPTION OF MINUTES**

Motion by Schuyler Marvin, second by Jayson Richardson to dispense with the reading of the minutes of the July 9, 2024 meeting and to adopt the minutes. On vote, motion carried.

**AUDIT COMMITTEE REPORT**

Whittington called on Jayson Richardson to report on the Audit Committee. Richardson reported that a review was completed for FY 2024 (7/1/23 – 6/30/24) and Rozier, McKay, & Willis conducted the review. Richardson called on Jeremy Edwards to report on the review. Edwards stated that in the auditor’s opinion no material modification needed to be made and that there were no findings in

connection with the review engagement. Motion is in the form of a recommendation of the Audit Committee, second by Jason Parker to accept the review as reported. On vote, motion carried.

### **PROJECT PRIORITY COMMITTEE REPORT**

Whittington called on John Ballance to report on the Project Priority Committee. Ballance reported that the committee met on August 8, 2024. The committee reviewed the FY 2023 Justice Assistance Grants (JAG) Funds proposals. The report comes as a motion from the committee, second by Stephen Willaims, to approve the Project Priority Committee recommendations as attached. On vote, motion carried. Representatives of agencies receiving an allocation abstained from voting on their respective programs.

### **OLD BUSINESS**

Whittington called on Executive Director Edwards to present the August 31, 2024 financial report for the agency. Edwards reported the status of each account as shown in the attached financial report. After discussion, motion by Richardson, second by Marvin to adopt the report as attached. On vote, motion carried.

### **NEW BUSINESS**

Whittington called on Executive Director Edwards to report on the available funds. Edwards reported that \$52,051 is available for FY 2023 JJDP and that these funds would be announced at a later date.

Whittington called on Assistant Director Casey Palombo to provide the grant programs report. Palombo provided an update on each funding source, answered questions, and said that if anyone had any questions to contact the district office.

Whittington called on the following agency personnel for status reports of their respective programs:

North LA Crime Lab – Alanna Brauer  
3<sup>rd</sup> JDA – Jessica Alexander

### **OTHER NEW BUSINESS**

Whittington announced the schedule of meetings. Whittington stated the next Northwest Board meeting will be Tuesday, November 12, 2024 at 10:00 a.m. at the North Louisiana Forensic Science Building, 1630 Tulane Ave., Shreveport, LA 71103.

Whittington stated the next Louisiana Commission on Law Enforcement meeting is scheduled for Wednesday and Thursday, September 25 - 26, 2024 at the West Baton Rouge Conference Center, 2750 N. Westport Dr., Port Allen, LA 70757.

There being no further business, the meeting adjourned at 10:14 a.m.

Respectfully,  
Casey Palombo, Recording Secretary