

TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: January 27, 2011

Members Present:

Earl Eues, Terrebonne Parish Office of Homeland Security, Committee Vice Chairman
Todd Dufrene, Fire Chief - Houma Fire Department, Fire Representative
Todd Duplantis, Chief - Houma Police Department, Police Representative
Vernon Bourgeois, Sheriff - Terrebonne Parish Sheriff's Office
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative
Russel DiSalvo, Chief - Coteau Volunteer Fire Department, Terrebonne Fire Chief's Association

Members Absent:

Michel Claudet, Terrebonne Parish – Parish President
Al Levron, Terrebonne Parish – Parish Manager

Guests:

Tammy Duplantis, Terrebonne OHSEP
Ben Walker, Terrebonne OHSEP
Malcolm Wolfe, Terrebonne Parish Sheriff's Office
Brent Hidalgo, Terrebonne Parish Sheriff's Office
Bobby O'Bryan, Houma Police Department
Pam Roussel, GOHSEP

Vice-Chairman Eues called the meeting to order at 10:30 a.m. in the Parish President's Conference Room located on the 7th floor of the Government Towers. T. Duplantis called roll.

Vice-Chairman Eues advised of the purpose of the committee.

Vice-Chairman Eues advised the committee of the Homeland Security Grant Program and identified that Terrebonne Parish had been granted a total of \$241,029.53 for local spending on homeland security initiatives within the Parish. Mr. Eues explained that a percentage of the funding, approximately \$67,476.73 would be distributed to the Sheriff's Office (\$46,558.94) and the Houma Police Department (\$20,917.79) for Law Enforcement Equipment.

Vice-Chairman Eues also advised that \$26,000.00 would be allotted to the Volunteer Fire Department for the purchase of radio equipment. Mr. Eues explained that all request of the funding from the departments would be taken into consideration.

Vice-Chairman Eues advised that there would be an upcoming IED training. Ms. Roussel stated that there will be a meeting in March 2011 to discuss the training with tentative dates of May/June 2011. The issue at this time is location of training due to the nature of experiments. Mr. Eues advised the committee that there is an upcoming CAMEO training in August 2011 for both Basic and Advanced training.

Vice-Chairman Eues advised the committee of the requirements of NIMS training to the Parish's first responders and law enforcement. Sheriff Vernon Bourgeois stated that NIMS 100 & 200 should be taught in the academy and Chief Todd Duplantis agreed.

Vice Chairman Eues advised the committee of the issues on the annual PEMAC report:

- 1) Does you parish have a Mass Prophylaxis Plan? If not, when do you estimate adopting a plan? If so, when was the plan last updated? Mr. Eues advised the committee that the Parish's Mass Prophylaxis Plan is done by the Department of Public Health and was last updated in February 2010.
- 2) Does your Parish have a generator maintenance plan for parish-owned generators? Mr. Eues advised that he has spoken with Mr. David Drury and maintenance is done regularly on the generators, but they are working on the maintenance plan.
- 3) What Emergency Management related training/exercises does your parish wish to receive or conduct in 2011? As stated above by Mr. Eues, IED training, CAMEO training, and NIMS training will be conducted in 2011. In addition, an evacuation drill and FirstCall Network training will be conducted.
- 4) Are your parish to parish point to point sheltering agreements (if applicable), and in-parish shelter plan completed/updated? If not, do you plan to enter into an agreement with another parish and/or adopt an in-parish shelter plan and if you do when do you estimate the completion of the agreement? Mr. Eues advised the committee that the point to point sheltering has been completed by Mr. Andrew Olivier, an Eagle Scout with the local Boys Scouts.
- 5) When was the last inventory of property purchased with grant funding completed? Ms. Duplantis advised that an inventory was completed within the last 30 days. Ms. Roussel advised that an audit was just completed and Terrebonne Parish faired very well.

Vice-Chairman Eues advised the committee of the projected projects for 2011:

- NWS StormReady (will operate on a 24 hour basis through 911)
- Shelter in Place Program (completed by Eagle Scout)
- Pipeline GIS/HCA disaster plan (will start with a plan of Shell Pipeline and proceed with each pipeline thereafter)
- Mass Casualty/Fatalities Planning (purchase of Morgue trailer for the Terrebonne Parish Coroner's Office; working with Danny Theriot on plan)
- NIMCAST Requirements
- Medical Reserve Corps (Mr. Ben Walker is working on getting this program up and running and has 3 doctors, 1 pharmacist, and 1 nurse interested in assisting with the program).
- UTM Grid Training for Search & Rescue Operations (Working on getting the National Guard to hold training).
- Disaster Management Course for Public
- Skywarn Training by NWS
- LEPC (will be holding meeting in February 2011)
- Informational Booklet (completed waiting on publication bids)

Vice-Chairman Eues asked if there were any questions, Mr. O'Bryan ask what was the status of the Mass Radio Test Plan. Mr. Eues advised that he is working on it.

FY10 HSGP FUNDING ALLOCATION Terrebonne Parish

Terrebonne OEP	29.20%	EQUIPMENT	TRAINING	PLANNING	EXERCISE	ADMINISTRATIVE
InterOperability		52,019.20				
Citizen Prep				\$21,854.65		

Regionalization		85,798.00				\$5,206.58	
NIMS Implement			\$8,675.60				
TOTAL	\$173,552.80	\$137,817.20	\$8,675.60	\$21,854.65		\$5,205.35	\$173,552.80
Terrebonne S.O. 29.20% EQUIPMENT TRAINING PLANNING EXERCISE							
InterOperability		46,558.94					
Citizen Prep							
Regionalization							
NIMS Implement							
(69% of total LE)							
TOTAL	\$46,558.94	\$46,558.94					\$46,558.94
Houma Police Dept TRAINING PLANNING EXERCISE							
InterOperability		20,917.79					
Citizen Prep							
Regionalization							
NIMS Implement							
(31% of total LE)							
TOTAL	\$20,917.79	\$20,917.79					\$20,917.79
TOTALS	\$241,029.53	\$205,293.93	\$8,675.60	\$21,854.65		\$5,205.35	\$241,029.53

There being no other business to discuss, it was unanimously motioned to adjourn the meeting.
Meeting adjourned at 11:30 a.m.

TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: March 31, 2011

Members Present:

Earl Eues, Terrebonne Parish Office of Homeland Security, Committee Vice Chairman
Todd Dufrene, Fire Chief - Houma Fire Department, Fire Representative
Todd Duplantis, Chief - Houma Police Department, Police Representative
Russel DiSalvo, Chief - Coteau Volunteer Fire Department, Terrebonne Fire Chief's Association

Members Absent:

Michel Claudet, Terrebonne Parish – Parish President
Al Levron, Terrebonne Parish – Parish Manager
Vernon Bourgeois, Sheriff - Terrebonne Parish Sheriff's Office
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative

Guests:

Tammy Duplantis, Terrebonne OHSEP
Bobby O'Bryan, Houma Police Department
Pam Roussel, GOHSEP

Vice-Chairman Eues called the meeting to order at 2:00 p.m. via conference call. Vice Chairman Eues called roll.

Vice-Chairman Eues advised of the purpose of the committee.

Vice-Chairman Eues advised the committee of the Homeland Security Grant Program and advised the committee of funding expenditures.

- The local Volunteer Fire departments received approximately \$45,000 for Minitor V pagers with the exception of the Houma Fire Department. The Houma Fire Department has placed an order for confined space rescue equipment in its place.
- The Houma Police Department will be obtaining a Repeater system for the Houma Tunnel costing approximately \$16,000. We are awaiting two (2) more quotes before order is placed.
- The Volunteer Fire Departments ordered LED power flares for landing strips.
- The Terrebonne Parish Sheriff's Office and Houma Police Department has placed an order for terrorism equipment. The Terrebonne Parish Sheriff's Office has also ordered a Throw Phone for the use of terrorism and hostage situations. The throw phone will be housed at the Terrebonne Parish Sheriff's Office, but will be available for all Parish agencies use.
- The Volunteer Fire Departments have also requested a repeater system for the use on the Fire Trucks due to an "Out of Range Error" on the 700 MHz radios during an incident.

Vice-Chairman Eues also advised that there will be an IED Training in July, 2011 and a live ammunition exercise in August, 2011. Planning is still under way, but once all details are worked out each agency will be notified.

Vice- Chairman Eues advised the committee that there is an upcoming CAMEO training in August, 2011 for both Basic and Advanced training.

Vice-Chairman Eues advised the committee of the FY 2011 Funding. At this time, the budget has not been approved, but as we all know there have been some cuts.

Vice-Chairman Eues asked if there were any questions, Mr. O'Bryan ask what was the status of the Repeater System for the Houma Tunnel. Mr. Eues advised that he is waiting on the other two (2) quotes from Mr. O'Bryan to proceed.

There being no other business to discuss, it was unanimously motioned to adjourn the meeting. Meeting adjourned at 2:15 p.m.

TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: October 20, 2011

Members Present:

Earl Eues, Terrebonne Parish Office of Homeland Security, Committee Vice Chairman
Michel Claudet, Terrebonne Parish – Parish President
Al Levron, Terrebonne Parish – Parish Manager
Todd Duplantis, Chief - Houma Police Department, Police Representative
Russel DiSalvo, Chief - Coteau Volunteer Fire Department, Terrebonne Fire Chief's Association
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative

Members Absent:

Vernon Bourgeois, Sheriff - Terrebonne Parish Sheriff's Office
Todd Dufrene, Fire Chief - Houma Fire Department, Fire Representative

Guests:

Tammy Duplantis, Terrebonne OHSEP
Tina Ledet, Houma Police Department
Pam Roussel, GOHSEP
Mike Millet, Houma Fire Department
Malcolm Wolfe, Terrebonne Parish Sheriff's Office
Brent Hidalgo, Terrebonne Parish Sheriff's Office

Vice-Chairman Eues called the meeting to order at 2:00 p.m. in the Parish President's Conference Room located on the 7th Floor of the Government Towers located at 8026 Main St., Houma, Louisiana. Tammy Duplantis called roll.

Vice-Chairman Eues asked if there were any motions on approval of meeting minutes from March 31, 2011. Upon motion of Todd Duplantis and seconded by Joe Szush, motion granted.

Vice-Chairman Eues advised of the purpose of the committee.

Vice-Chairman Eues advised the committee of the Homeland Security Grant Program and advised the committee of funding expenditures.

- Terrebonne Parish will receive \$113,895 for the Fiscal Year 2011. The figures are figured according to the 2010 Census at a rate of \$.75 per person. A \$30,000 base fee goes to South Central Planning and Development for the handling of grant funds. This would leave approximately \$83,895.00 for funding expenditures. Law Enforcement is proposed to receive 34% of grant funding which will be split between Terrebonne Parish Sheriff's Office and Houma Police Department according to the population coverage.
- The local Volunteer Fire departments are requested to submit a wish list with a narrative from the Fire Chief's Association no later than close of business November 30, 2011. Only one (1) wish list from all local fire departments will be accepted.
- Vice-Chairman Eues advised, although we have not received the 2011 Homeland Security Grant figures, once all figures are in, we will schedule a conference call to discuss allocation of funds.

Vice-Chairman Eues asked if there were any questions or comments, Mr. Todd Duplantis questioned the truth of the re-banding of radios in 2017 and if current radios would be obsolete. Mr. Eues advised that all radios with the exception of the APEX radios would be obsolete due to the re-banding of radios in 2017.

The next meeting date is scheduled for March 22, 2012 at 2:00 p.m. in the Parish President's Conference Room located on the 7th Floor of the Government Towers located at 8026 Main St., Houma, Louisiana.

There being no other business to discuss, it was unanimously motioned to adjourn the meeting. Meeting adjourned at 2:25 p.m.