

TERREBONNE PARISH LOCAL EMERGENCY PLANNING COMMITTEE AND
PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes
Meeting Date: June 15, 2017

Members Present:

Earl Eues, TOHSEP - Committee Chair
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc. – EMS
Keith Ward, Fire Chief - Houma Fire Department - Fire
Pam Roussel, Region 3 Coordinator, GOHSEP
Al Narcisse for Al Ledet, BP HSSE District Coordinator
Mike Dean for Jerry Larpenter, Sheriff - Terrebonne Parish Sheriff's Office - Law Enforcement
Brian Rushing, Tri-Parish Times/Rushing Media – Print and Broadcast Media
Russell DiSalvo, Chief, Coteau Fire Protection District – Other
Mark Boudreaux, 911 Communications – Communications
Benjamin Walker, TOHSEP - Emergency Management
Thomas Long, HazMat Specialist, TOHSEP

Members Absent:

Gordon Dove, Terrebonne Parish – Parish President, Elected Official
Jerome Zeringue, Louisiana State Senator – Elected Official
Jane Arnette, SCIA - Community Group and Service Organization Representative
Kim Beetz, Department of Health & Hospitals, Region 3 Hospital Coordinator – Hospitals
Al Russell, DH&H Public Health Emergency Response Coordinator – Public Health
Dana Coleman, Chief, Houma Police Department – Other
Terrebonne Parish Council – Elected Official
Jack Moore, Terrebonne Parish School Board – Other
Gary Gregoire - PMF HES Coordinator - Facility Owner/Operator Representative
Dennis Bergeron, Louisiana State Police Troop “C” – Transportation
Alan Hunsberger, Shell Pipeline Support Coordinator
Barry Domangue, Louisiana State Police Hazmat Response – Transportation

Guests:

Brandi Trosclair, ES & H
Heidi Danos, Forefront Emergency Management

Chairman Eues welcomed the committee and 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. Thomas Long called roll and a quorum was established.

Chairman Eues asked for item #4 – Approval of Minutes from December 15, 2016 on the Agenda. Upon motion of Benjamin Walker and seconded by Joe Szush, motion granted.

Chairman Eues introduced Thomas Long, Hazmat Specialist, to discuss Terrebonne Parish Office of Emergency Preparedness Quarterly Incident Report. There was a total of 26 Releases for the 2nd quarter.

Thomas Long, Hazmat Specialist, advised that the Terrebonne Parish Office of Homeland Security and Emergency Preparedness is planning training for 2017 for first responders, law enforcement and PRAT Members. The following training will be held: (2) 8 hour Hazardous Materials Technician Annual Refresher training, 40 Hour Hazardous Materials Technicians, CAMEO, Alternative Vehicle Fuel Safety, Sampling Techniques and Guidelines, Railroad Tabletop Exercise, and Pipeline Safety - Mock Line Strike Exercise. Also, looking into setting up a Hazmat IQ training.

Chairman Eues advised the committee that we have been advised of the FY 2017 Emergency Management Program Grant fund award in the amount of \$36,107 which are used to operate the Office of Homeland Security and Emergency Preparedness Office. The State Homeland Security Program grant funds should be available in January 2018. We have applied for the Port Security Grant to purchase a \$800,000 Hazmat Response/Command Vehicle.

Chairman Eues advised the committee that we are moving forward with Gas Pipeline planning for Terrebonne Parish.

The next meeting date is scheduled for September 21, 2017 at 2:00 p.m. at the Terrebonne Parish Office of Homeland Security and Emergency Preparedness Office located at 101 Government St., Gray, Louisiana.

There being no other business to discuss, meeting adjourned at 2:15 p.m. upon motion of Russel DiSalvo and second by Mike Dean, motion granted.

TERREBONNE PARISH LOCAL EMERGENCY PLANNING COMMITTEE AND
PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: September 21, 2017

Members Present:

Kim Beetz, Department of Health & Hospitals, Region 3 Hospital Coordinator – Hospitals
Dennis Bergeron, Louisiana State Police Troop “C” – Transportation
Bruce Boudreaux for Joe Szush, Operations Manager - Acadian Ambulance Service, Inc. – EMS
Russell DiSalvo, Chief, Coteau Fire Protection District – Other
Gordon Dove, Terrebonne Parish – Parish President, Elected Official
Earl Eues, TOHSEP - Committee Chair
Gary Gregoire - PMF HES Coordinator - Facility Owner/Operator
Kayla Guerrero- Department of Health & Hospitals- Hospitals
Alan Hunsberger, Shell Pipeline Support Coordinator
Al Levron, Terrebonne Parish Council – Elected Official
Thomas Long, HazMat Specialist, TOHSEP
Jack Moore, Terrebonne Parish School Board – Other
Pam Roussel, Region 3 Coordinator, GOHSEP
Al Russell, DH&H Public Health Emergency Response Coordinator – Public Health
Benjamin Walker, TOHSEP - Emergency Management
Jerome Zeringue, Louisiana State Senator – Elected Official

Members Absent:

Jane Arnette, SCIA - Community Group and Service Organization Representative
Mark Boudreaux, 911 Communications – Communications
Dana Coleman, Chief, Houma Police Department – Other Representative
Barry Domangue, Louisiana State Police Hazmat Response – Transportation
Jerry Larpenier, Sheriff - Terrebonne Parish Sheriff’s Office - Law Enforcement
Al Ledet, BP HSSE District Coordinator
Brian Rushing, Tri-Parish Times/Rushing Media – Print and Broadcast Media
Keith Ward, Fire Chief - Houma Fire Department - Fire

Guests:

Ben James, GCAL
Miki Rieth, CTECH
Steven Zeringue, FBI

FBI Weapons of Mass Destruction

Chairman Eues introduced Guest speaker, Special Agent Steven Zeringue with the New Orleans Division of the Federal Bureau of Investigation. Special Agent Zeringue discussed Weapons of Mass Destruction, chemical and radiological events, upcoming pipeline protestors, infrastructure, transportation and ports, and upcoming trainings that will be hosted by the FBI.

Call to Order/Roll Call/Welcome

Chairman Eues welcomed the committee and called the meeting to order at 2:05 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. Thomas Long called roll and a quorum was established. Chairman Eues asked for Approval of Minutes from June 15, 2016 on the Agenda. Upon motion of Thomas Long and seconded by Bruce Boudreaux, motion granted.

Terrebonne OHSEP Quarterly Incident Report

Chairman Eues introduced Thomas Long, Hazmat Specialist, to discuss the Terrebonne Parish Office of Emergency Preparedness Quarterly Incident Report. Mr. Long reported that there was a total of thirty-four (34) releases in the 3rd quarter of 2017. Reports made available for review. Brief discussion on Tier II reporting and Community Right to Know Act. Committee informed that the act is in effect.

Terrebonne OHSEP Update

Thomas Long, Hazmat Specialist, advised that the Terrebonne Parish Office of Homeland Security and Emergency Preparedness and Louisiana State Police conducted two (2) HAZMAT technician refresher training courses: September 8th at Little Caillou Fire Department, and September 9th at Bayou Cane Fire Department. Training was also provided for new members. The first time forty-hour course for Initial HAZMAT training was held during the week of September 11, 2017. In total, forty-seven (47) members received refresher training and an additional twenty-four (24) individuals received first time training. The department has been invited to attend an upcoming Pipeline company will be doing a mock exercise next month.

Earl Eues advised that the Office of Emergency Preparedness participated in training by the LDEQ on the Nuclear Power Plant, Waterford 3, in St. Charles Parish. Terrebonne Parish is within the fifty (50) mile emergency planning zone. In the event of a situation, Terrebonne will most likely be used for sheltering purposes. The American Red Cross would set up sites for sheltering. The Red Cross keeps their own list of shelters, which differs from Terrebonne's weather evacuation sites.

TOHSEP has been busy this hurricane season, monitoring Hurricanes Harvey and Irma, and making sure the Parish and agencies are ready to respond. The parish distributed approximately forty-thousand (40,000) prefilled sandbags this season. The parish's purchase of two (2) sandbag filling machines, was helpful in distributing this large quantity in a short time frame.

The Mock live strike event will be held by Inertek in Lake Charles next month. Houma will be having training events at 200 Moffett Rd. October 24th at 11:30 for emergency responders. Coastal and Marine Operators (CAMO) group is hosting an Emergency Response Meeting open to emergency responders, stakeholders, and public. at the Dufresne Community Center in St. Charles Parish on October 11, 2017 from 11:00 AM to 2:00 P.M.

Discussion of FY 2017 Grant Funds

Chairman Eues advised the committee that the notification of grant awards for the FY 2017 Emergency Management Program Grant fund award in the amount of \$36,107 has been received. These funds are used to operate the Office of Homeland Security and Emergency Preparedness Office. The State Homeland Security Program grant funds have been allocated \$61,015- Local allocations: \$6,076 to Terrebonne Parish Sheriff's Office, \$2,184 to Houma Police Department (TPSO & HPD allocations are based on department population) Regional expenses- \$87,350 to purchase seventy-one (71) SCBA tanks to replace expiring tanks, \$30,000 to South Central Planning for grant management, and \$3,500 for planning meeting supplies/lunches.

Strategic National Stockpile/Cities Readiness Initiative

Kayla Guerrero with the Department of Health and Hospitals advised that the MOA required by CDC with Law Enforcement for security of Points of Dispensing (POD) and Medical Counter measures has been signed by all parishes and was submitted to the State for signature.

DHH is planning a Mass Vaccination Exercise on October 9th or 16th at the Lafourche Civic Center. The nursing program coordinator at Nicholls State University expressed interest in participating in an exercise event, so they have been invited to be involved. Kayla reminded agencies that CRI contracts typically require an exercise, and encouraged parishes to participate in the MVE and use that exercise to meet their contract requirements. Kayla and Ben will begin working on updating the parish's 48 Hour Mass Dispensing Plan. DHH will be following up with closed PODs to provide assistance to those agencies to write their plans. Zika update provided- forty-nine (49) total cases in Louisiana.

Next Meeting Date

The next meeting date was scheduled for December 21, 2017. Due to conflict with holidays, a new date will be determined. The new date and location will be announced in a memo.

Comments

None

Adjourn

There being no other business to discuss, meeting adjourned at 2:40 p.m. upon motion of Dennis Bergeron and second by Thomas Long, motion granted.

TERREBONNE PARISH LOCAL EMERGENCY PLANNING COMMITTEE AND
PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: December 21, 2017

Members Present:

Dennis Bergeron, Louisiana State Police Troop "C" – Transportation
Russell DiSalvo, Chief, Coteau Fire Protection District – Other Representative
Earl Eues, TOHSEP - Committee Chair
Mike Dean for Jerry Larpenter, Sheriff - Terrebonne Parish Sheriff's Office - Law Enforcement
Al Russell for Kayla Guerrero, DH&H Public Health Emergency Response Coordinator
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc. – EMS
Benjamin Walker, TOHSEP - Emergency Management

Members Absent:

Jane Arnette, SCIA - Community Group and Service Organization Representative
Kim Beetz, Department of Health & Hospitals, Region 3 Hospital Coordinator – Hospitals
Mark Boudreaux, 911 Communications – Communications
Dana Coleman, Chief, Houma Police Department – Other Representative
Barry Domangue, Louisiana State Police Hazmat Response – Transportation
Gordon Dove, Terrebonne Parish – Parish President, Elected Official Parish
Kayla Guerrero- Department of Health & Hospitals- Public Health
Darrin Guidry- Councilman - Elected Official City
Alan Hunsberger, Shell Pipeline Support Coordinator- Operator Representative
Al Ledet, BP HSSE District Coordinator- Operator Representative
Jack Moore, Terrebonne Parish School Board – Other Representative
Brian Rushing, Tri-Parish Times/Rushing Media – Print and Broadcast Media
Keith Ward, Fire Chief - Houma Fire Department - Fire
Jerome Zeringue, Louisiana State Senator – Elected Official State

Guests:

Suzy Bourg, Executive Secretary, TOHSEP
Thomas Long, HazMat Specialist, TOHSEP
Pam Roussel, Region 3 Coordinator, GOHSEP

Call to Order/Roll Call/Welcome

Chairman Eues welcomed the committee and called the meeting to order at 2:00 p.m. in the Parish President's Conference Room on the 7th Floor of the Government Towers located at 8026 Main St., Houma, Louisiana. Thomas Long called roll. There were not enough members present to establish a quorum.

Terrebonne OHSEP Quarterly Incident Report

Chairman Eues introduced Thomas Long, Hazmat Specialist, to discuss the Terrebonne Parish Office of Emergency Preparedness Quarterly Incident Report. Mr. Long reported that there were twenty-eight (28) incidents to date in the 4th quarter of 2017 with no significant spills reported. Thomas Long discussed Tier II Facilities in Terrebonne and surrounding parishes. Terrebonne had four hundred eighty-six (486) facilities reported in 2017 and seventy-three reported (73) Extremely Hazardous Substances. He informed the committee that some of the reports that came in need to be researched to determine their accuracy including substances reported and location of facility. Reports were made available for review. Mr. Long advised that due to the new notification system, Tier II reports will be made available immediately to Fire Districts if a call from a Tier II Facility comes in.

Terrebonne OHSEP Update

Thomas Long, Hazmat Specialist, advised that the Terrebonne Parish Office of Homeland Security and Emergency Preparedness informed the committee of the upcoming HAZMAT training scheduled: HAZMAT technician refresher training courses: September 11, 2018 at Little Caillou Fire Department, and September 12, 2018 at Bayou Cane Fire Department. Lafourche Parish will host the forty (40) hour Initial HAZMAT Training in 2018. A HAZMAT IQ (8 hr. course) is scheduled for May 2, 2018 at the Montegut Fire Department. JESTEC is planning Operations and Awareness Classes.

Earl Eues advised that the Office of Emergency Preparedness met to develop a Plan of goals and objectives for the 2018 year. A copy of the plan was provided to members. The plan outlined Medical Reserve Corps/Stop the Bleed Campaign, Exercises (Active Shooter, Mass Casualty, HAZMAT, Hurricane, Closed PODs, Cyber Security), Training (HAZMAT, Cert Training, Ever bridge, Terra Go, PRAT meetings, and ICS courses), Planning & Preparedness (American Red Cross Collaborations, Pipeline Corridor Maps, Meetings with Hazardous Operations Managers, Shelter Capabilities, Emergency Supplies Inventory, Emergency Contact Lists, Commodity Flow Reports, Re-Entry Plan), and Transportation.

Discussion of FY 2017 Grant Funds

Chairman Eues discussed the SHSP funds to be expended (handout provided). The SHSP funds will be used to purchase interop supplies (mobile radios), regional supplies (Draeger Tubes, SCBA Air Cylinders), and local supplies for TOHSEP (Sulphur Dioxide Gasket kits, Tru-Defender Software Update, ESRI Software, Server Room Supplies, and Go Pro Cameras for TPSO). The SHSP grant also allocates \$30,000 to South Central Planning for grant management, and \$3,500 for planning meeting supplies/lunches.

Strategic National Stockpile/Cities Readiness Initiative

Al Russell, DH&H Public Health Emergency Response Coordinator with the Department of Health and Hospitals advised that they received guidance on Closed PODs from the CDC and are awaiting additional guidance expected in January. Several closed POD meetings are scheduled for January. The Zika update was given and discussed. Al Russell advised that he prepares a quarterly comparison of the Zika update. He informed the committee that the number of new cases reported seems to be leveling out.

Next Meeting Date

The meeting schedule for 2018 was announced: March 15th, June 14th, September 13th, and November 15th. The meetings will be held at 2:00 P.M. at the Terrebonne Office of Homeland Security and Emergency Preparedness.

Comments

Members of the committee discussed the TGMC Active Shooter Exercise that took place December 14, 2017. Representatives from law enforcement and a local fire department discussed the need to meet about what role the fire districts are to play in Active Shooter Response. Members discussed possibility of acquiring hard rifle vests for police and first responders.

Pam Roussel noted the Surveillance Detection Course scheduled to take place at TOHSEP January 30th through February 3rd.

Adjourn

There being no other business to discuss, meeting adjourned at 2:39 P.M. upon motion of Dennis Bergeron and second by Mike Dean, motion granted.