

## TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes  
Meeting Date: March 26, 2014

### **Members Present:**

Michel Claudet, Terrebonne Parish – Parish President  
Earl Eues, Terrebonne Parish Office of Homeland Security, Committee Vice Chairman  
Russel DiSalvo, Chief - Coteau Volunteer Fire Department, Terrebonne Fire Chief's Association  
Al Levron, Terrebonne Parish – Parish Manager  
Todd Dufrene, Fire Chief - Houma Fire Department, Fire Representative  
Todd Duplantis, Chief - Houma Police Department, Police Representative  
Mike Dean, for Jerry Larpenter, Sheriff - Terrebonne Parish Sheriff's Office

### **Members Absent:**

Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative

### **Guests:**

Tammy Duplantis, Terrebonne OHSEP  
Karen Dardar, Terrebonne Parish Sheriff's Office  
Bruce Boudreaux, Acadian Ambulance Service, Inc., EMS Representative

Vice-Chairman Eues called the meeting to order at 2:08 p.m. in the Parish President's Conference Room located on the 7<sup>th</sup> Floor of the Government Towers located at 8026 Main St., Houma, Louisiana. Tammy Duplantis called roll and a quorum was established.

Vice-Chairman Eues asked if there were any motions on approval of meeting minutes from October 30, 2013. Upon motion of Mike Dean and seconded by Todd Duplantis, 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 for FY 2014 SHSP:

- We received \$36,815.00 for FY 2013 SHSP Funds and the predicted amount for FY 2014 is \$40,836 which is an increase of about 11%. The 25% Law Enforcement portion will go up that much too. That amount does not include the regional deductions for the Region 3 Taskforce expenditures. Therefore, the figures should be close to what we received for the FY 2013 SHSP Funds.
- Vice-Chairman Eues advised the committee that a wish list has to be provided to his office and those agencies should start putting together their wish list.

- Vice-Chairman Eues advised all equipment purchased has to fall under the SHSP Core Capability Guidance and be on the Authorized Equipment List (AEL) provided by FEMA.

Vice-Chairman Eues advised the committee of the proposed upcoming ICS training and Active Shooter and Evacuation tabletop exercise. We will send out information once dates and meetings are set for the trainings and tabletop exercises.

Vice-Chairman Eues asked if there were any questions or comments. No questions or comments were presented by the advisory committee.

The next meeting date is scheduled for October 29, 2014 at 2:00 p.m. in the Parish President's Conference Room located on the 7<sup>th</sup> Floor of the Government Towers located at 8026 Main St., Houma, Louisiana.

There being no other business to discuss, upon motion of Mike Dean and seconded by Michel Claudet, motion to adjourn granted. Meeting adjourned at 2:24 p.m.

## TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

### Meeting Minutes

Meeting Date: October 9, 2014

#### **Members Present:**

Earl Eues, Terrebonne Parish Office of Homeland Security, Committee Vice Chairman  
Al Levron, Terrebonne Parish – Parish Manager  
Todd Dufrene, Fire Chief - Houma Fire Department, Fire Representative  
Todd Duplantis, Chief - Houma Police Department, Police Representative  
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative  
Marty Thibodaux, Chief – Little Caillou Fire Department, for Russel DiSalvo, Chief - Coteau Volunteer Fire Department, Terrebonne Fire Chief's Association  
Mike Dean, for Jerry Larpenier, Sheriff - Terrebonne Parish Sheriff's Office

#### **Members Absent:**

Michel Claudet, Terrebonne Parish – Parish President

#### **Guests:**

Pam Roussel, GOHSEP  
Hope Jambon, Terrebonne OHSEP  
Quint Liner, Chief - Dularge Fire Department  
Harvey Parks, Chief - Bayou Blue Fire Department

Vice-Chairman Eues called the meeting to order at 9:03 a.m. in the Parish President's Conference Room located on the 7<sup>th</sup> Floor of the Government Towers located at 8026 Main St., Houma, Louisiana. Hope Jambon called roll and a quorum was established.

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

Vice-Chairman Eues asked for a motion to approve meeting minutes from March 26, 2014. Upon motion of Al Levron and seconded by Joe Szush, motion granted.

Vice-Chairman Eues advised the committee of the Homeland Security Grant Program and advised the committee of funding for FY 2014 SHSP and EMPG funding:

- This past year we received approximately \$40,000 from the EMPG grant. All of those monies have been spent for operating costs for OEP. It is basically a reimbursement to the Parish for the OEP's general fund.
- Each member of the committee was given a spreadsheet with the expenditure breakdown of equipment, costs, and what agency received the equipment for SHSP FY 2014 funds.

- Vice-Chairman Eues advised the committee that the Region was awarded \$264,069.00. In order to replace Draeger tubes, \$9,237.00 was taken out. South Central Planning received \$30,000 for accounting services and facilitation of the grant. Another \$3,300.00 goes to the Region for Task Force Meetings and meals. The total Regional Expenses totals \$42,537.00. This leaves a Sub-Balance of \$221,532.00.
- Law Enforcement is entitled to the 25% or \$55,383.00 of the Sub-balance. This leaves a balance for the Region OEP offices of \$166,149.00.
- Vice-Chairman Eues advised the committee of what the other parishes in the Region were going to be allocating their portion of the funds towards:

**Assumption OEP** is spending all of their funds of \$20,502.79 on Portable Radios. **Assumption LE** received a total of \$6,834.26 and will be spending their funds on Mobile Radios.

**Lafourche OEP** will be spending their funds of \$35,339.89 on Portable barrier/walls. **Lafourche LE** will also spend their funds of \$11,779.96 on Portable barrier/walls.

**St. Charles OEP** will be spending their funds of \$26,484.15 on APX450 Dash Mt Radios. **St. Charles LE** will be spending their funds of \$8,828.05 on Surveillance Software.

**St. James OEP** will put their funds of \$20,236.95 towards physical security cameras in the courthouse. **St. James LE** has not decided where their funds of \$6,745.65 will be allocated towards.

**St. John OEP** will put their funds of or \$25,088.50 towards Ham Radio Equipment. **St. John LE** is looking at swift water rescue training with their funds of \$8,362.83.

**Terrebonne OEP** will use their funds of \$38,513.34 by allocating half of the money towards OEP maintenance and equipment and giving the other half to the fire departments. Fire Department allocation will be \$19,256.67.

**TPSO** will use their funds of \$9,439.62 toward body cameras.

**HPD** will use their funds of \$3,398.16 toward body cameras.

There was a discussion on the body cameras and how valuable they will be for the law enforcement officers.

Vice-Chairman Eues advised there will be a meeting next week with the Fire Departments to discuss how the money will be divided among them. They will have until **noon on October 27, 2014** to give OEP their “wish list” with three quotes on the items or their portion of the money will be spent by OEP.

Vice-Chairman Eues brought up trying to re-activate the “Search & Rescue Team.”

Vice-Chairman Eues asked if there were any questions on this portion of meeting.

The next meeting date is scheduled for March 19, 2015 at 2:00 p.m. in the Parish President’s Conference Room located on the 7<sup>th</sup> Floor of the Government Towers located at 8026 Main St., Houma, Louisiana.

Vice-Chairman Eues asked if there were any questions or comments. There was a comment by Vice-Chairman Eues regarding not having an active LEPC and starting up the meetings again. Asked committee to get someone from different industries to appoint to the LEPC. Al Levron asked about doing an updated vulnerability analysis. Vice-Chairman Eues also advised interest in doing a commodity survey.

There was a discussion on how long the SHSP grant would be coming in.

There being no other business to discuss, upon motion of Al Levron and seconded by Joe Szush, motion to adjourn granted. Meeting adjourned at 9:26 a.m.