

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

Meeting Minutes
Meeting Date: June 23, 2016

Members Present:

Al Levron for Gordon Dove, Terrebonne Parish – Parish President, Elected Official
Earl Eues, TOHSEP - Committee Chair
Benjamin Walker, TOHSEP - Emergency Management
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc. – EMS
Kim Beetz, Department of Health & Hospitals, Region 3 Hospital Coordinator – Hospitals
Mike Millet Proxy for Todd Dufrene, Fire Chief - Houma Fire Department - Fire
Jack Moore, Terrebonne Parish School Board – Other
Russell DiSalvo, Chief, Coteau Fire Protection District – Other
Gary Gregoire - PMF HES Coordinator - Facility Owner/Operator Representative
Dennis Bergeron, Louisiana State Police Troop “C” – Transportation
Pam Roussel, Region 3 Coordinator, GOHSEP
Thomas Long, HazMat Specialist, TOHSEP

Members Absent:

Norby Chabert, Louisiana State Senator – Elected Official
Jane Arnette, SCIA - Community Group and Service Organization Representative
Mark Boudreaux, 911 Communications – Communications
Kayla Guerrero, DH&H Public Health Emergency Response Coordinator – Public Health
Dana Coleman, Chief, Houma Police Department – Other
Alan Hunsberger, Shell Pipeline Support Coordinator – Facility Owner/Operator Representative
Al Ledet, BP HSSE District Coordinator - Facility Owner/Operator Representative
Brian Rushing, Tri-Parish Times/Rushing Media – Print and Broadcast Media
Barry Domangue, Louisiana State Police Hazmat Response – Transportation
Greg Hood, Sr., Terrebonne Parish Council – Elected Official
Jerry Larpenter, Sheriff - Terrebonne Parish Sheriff’s Office - Law Enforcement

Guests:

Tammy Duplantis, Executive Secretary, TOHSEP
Kurt Guidry – Enterprise Products Plant Manager

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 and a quorum was established.

Chairman Eues welcomed the committee and advised of the purpose of the committee.

Chairman Eues asked for item #4 – Approval of Minutes from December 17, 2015 on the Agenda. Upon motion of Joe Szush and seconded by Thomas Long, motion granted.

Chairman Eues introduced Thomas Long, Hazmat Specialist, to discuss Terrebonne Parish Office of Emergency Preparedness Quarterly Incident Report. There were a total of 15 Releases for the 1st quarter and 30 Releases for the 2nd quarter with Texas Petroleum having a 3 barrel release.

Thomas Long, Hazmat Specialist, introduced Kurt Guidry, Plant Manager of Enterprise Products North Terrebonne to present policies, procedures, and operations of the North Terrebonne Enterprise Products Plant.

Thomas Long, Hazmat Specialist, advised that the Terrebonne Parish Office of Homeland Security and Emergency Preparedness have been doing a lot of training. We have scheduled a Weapons of Mass Destruction Radiological/Nuclear Responder Operations Course in July 2016, HazMat Refresher Training (8 hours) in September 2016, and Multiple Agency Fire Training at Southdown School in July 2016 in Terrebonne Parish. We are still working on railway mapping, plotting the milepost and crossings of the railway in Terrebonne Parish to assist in writing the Railway Plan that will be coordinated with all the other agencies and presented to the LEPC. Also, the USCG will be handing out equipment to local responders for radiological testing with training of equipment.

Chairman Eues advised the committee of the new Mass Notification System (Everbridge) being used that will allow other agencies access. Chairman Eues also advised the committee of the update to the construction of the New EOC building with completion date being December 19. We are still awaiting approval of the Safe Room.

Chairman Eues advised the committee that we have just been awarded the FY 2016 EMPG Grant Funds in the amount of \$36,277 which is used to reimburse the Parish for operational expenses. The FY 2016 SHSP Grant funds will be announced around November 2016. We have applied for the 2016 Port Security Grant Program and waiting for approval.

The next meeting date is scheduled for September 15, 2016 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, meeting adjourned at 2:53 p.m. upon motion of Thomas Long and second by Jack Moore, motion granted.

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

Meeting Minutes
Meeting Date: September 15, 2016

Members Present:

Al Levron for Gordon Dove, Terrebonne Parish – Parish President, Elected Official
Earl Eues, TOHSEP - Committee Chair
Benjamin Walker, TOHSEP - Emergency Management
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc. – EMS
Kim Beetz, Department of Health & Hospitals, Region 3 Hospital Coordinator – Hospitals
Todd Dufrene, Fire Chief - Houma Fire Department - Fire
Jack Moore, Terrebonne Parish School Board – Other
Russell DiSalvo, Chief, Coteau Fire Protection District – Other
Gary Gregoire - PMF HES Coordinator - Facility Owner/Operator Representative
Dennis Bergeron, Louisiana State Police Troop “C” – Transportation
Pam Roussel, Region 3 Coordinator, GOHSEP
Kayla Guerrero, DH&H Public Health Emergency Response Coordinator – Public Health
Rosco Duplessis for Alan Hunsberger, Shell Pipeline Support Coordinator
Al Narcisse for Al Ledet, BP HSSE District Coordinator
Barry Domangue, Louisiana State Police Hazmat Response – Transportation
Mike Dean for Jerry Larpenter, Sheriff - Terrebonne Parish Sheriff’s Office - Law Enforcement
Thomas Long, HazMat Specialist, TOHSEP

Members Absent:

Norby Chabert, Louisiana State Senator – Elected Official
Jane Arnette, SCIA - Community Group and Service Organization Representative
Mark Boudreaux, 911 Communications – Communications
Dana Coleman, Chief, Houma Police Department – Other
Brian Rushing, Tri-Parish Times/Rushing Media – Print and Broadcast Media
Greg Hood, Sr., Terrebonne Parish Council – Elected Official

Guests:

Tammy Duplantis, Executive Secretary, TOHSEP
Kathy Robinson, Department of Health & Hospitals

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. Tammy Duplantis called roll and a quorum was established.

Chairman Eues asked for item #4 – Approval of Minutes from June 23, 2016 on the Agenda. Upon motion of Thomas Long 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 were a total of 27 Releases for the 3rd quarter with Magellan Midstream having a 200 barrel release.

Thomas Long, Hazmat Specialist, introduced Barry Domangue, Louisiana State Police Emergency Services Unit to present information on the recent response to a pipe bomb located on a vessel. Discussion ensued in reference to Policy and Procedure on behalf of Louisiana State Police in responding to a bomb threat.

Thomas Long, Hazmat Specialist, advised that the Terrebonne Parish Office of Homeland Security and Emergency Preparedness have been doing a lot of training. During the 3rd Quarter the following training was conducted: FEMA PER 240 WMD Radiological / Nuclear Responder Operations Course was held at Bayou Cane Fire Department; FEMA PER 243 Primary Screener / Personal Radiation Detection Course was held at Bayou Cane Fire Department; Meth Lab Response was held in Lafourche Parish by members of Terrebonne Parish Sheriff's office, Various Terrebonne Fire Department, and PRAT attended; Pipeline Emergency Response was held at Terrebonne Civic Center; Hazardous Materials Technician Annual Refresher training was held at Bayou Cane and Little Caillou; and Hazardous Materials Operations Annual Refresher training was held at Houma Fire Department.

Chairman Eues advised the committee that we have just been awarded the FY 2016 SHSP Grant funds in the amount of \$61,208 without the regional purchases. The grant funds should total approximately the same amount as FY 2015 (\$36,277) after the deduction of the possible regional purchases of SCBAs, draeger tubes, and Mobile Field Force training.

Chairman Eues introduced Kayla Guerrero, DH&H Public Health Emergency Response Coordinator to discuss the Strategic National Stockpile/Cities Readiness Initiative POD Planning. Ms. Guerrero introduced new employee Kathy Robinson. Ms. Guerrero advised that the state now requires for Parishes to complete Facility Set-ups at all top open pods once every 5 years. The Department of Health & Hospitals is involved in ZIKA Outreach. Mr. Eues advised that he would like to participate in the door to door outreach on ZIKA. Mr. Al Levron advised that the mosquito control contractor can also assist in the distribution of the ZIKA information. Mr. AL Levron also advised the committee of the Mosquito Control contract that is currently in place.

Chairman Eues advised the committee due to the recent flooding event in the northern part of the state, Terrebonne Parish along with the local fire departments, Terrebonne Parish Sheriff's Office, and Houma Police Department is in the process of organizing a Mass Search & Rescue Plan. The state has come up with a "No Notice Sheltering Plan" due to the recent flooding.

The next meeting date is scheduled for December 15, 2016 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, meeting adjourned at 2:53 p.m. upon motion of Thomas Long and second by Jack Moore, motion granted.

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

Meeting Minutes
Meeting Date: December 15, 2016

Members Present:

Steve Ponville for Gordon Dove, Terrebonne Parish – Parish President, Elected Official
Earl Eues, TOHSEP - Committee Chair
Benjamin Walker, TOHSEP - Emergency Management
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc. – EMS
Kim Beetz, Department of Health & Hospitals, Region 3 Hospital Coordinator – Hospitals
Todd Dufrene, Fire Chief - Houma Fire Department - Fire
Pam Roussel, Region 3 Coordinator, GOHSEP
Al Russell, DH&H Public Health Emergency Response Coordinator – Public Health
Rosco Duplessis for Alan Hunsberger, Shell Pipeline Support Coordinator
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
Mark Boudreaux, 911 Communications – Communications
Thomas Long, HazMat Specialist, TOHSEP

Members Absent:

Jerome Zeringue, Louisiana State Senator – Elected Official
Jane Arnette, SCIA - Community Group and Service Organization Representative
Dana Coleman, Chief, Houma Police Department – Other
Terrebonne Parish Council – Elected Official
Jack Moore, Terrebonne Parish School Board – Other
Russell DiSalvo, Chief, Coteau Fire Protection District – Other
Gary Gregoire - PMF HES Coordinator - Facility Owner/Operator Representative
Dennis Bergeron, Louisiana State Police Troop “C” – Transportation
Barry Domangue, Louisiana State Police Hazmat Response – Transportation

Guests:

Tammy Duplantis, Executive Secretary, TOHSEP

Chairman Eues welcomed the committee and called the meeting to order at 2:01 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 and a quorum was established.

Chairman Eues asked for item #4 – Approval of Minutes from September 15, 2016 on the Agenda. Upon motion of Thomas Long 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 were a total of 14 Releases for the 4th quarter with Hilcorp Energy having a 300 barrel release. Rosco Duplessis of Shell Pipeline advised the committee of the finding of a Drone in one of his facilities. After reporting to authorities, it was found that there was no foundation for concern.

Thomas Long, Hazmat Specialist, presented to the committee the procedures on Tier II E-Plan Reporting for the Parish. Mr. Long went through the program showing the committee how to acquire Tier II information for facilities within the Parish and what chemicals are being stored at each facility.

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 Training, ICS 300 & 400, and CAMEO.

Chairman Eues advised the committee that we have been awarded the FY 2016 SHSP Grant funds in the amount of \$61,208 without the regional purchases. The grant funds should total approximately \$28,989.15 after the deduction of the possible regional purchases of SCBAs, draeger tubes, and Mobile Field Force training. The funds will be spent to remove and re-install the 700 mhz Radio system at the New EOC and HazMat Maintenance. Of the 25% Law Enforcement funds granted, Terrebonne Parish Sheriff's Office will purchase \$9,663.05 of ballistic vest and Houma Police Department will purchase \$2,557.81 of tourniquets.

Chairman Eues introduced Al Russell, DH&H Public Health ZIKA Coordinator to discuss the ZIKA Virus Update and involvement of ZIKA Outreach. Mr. Russell advised that there will be a Mass Prophylaxis Preparedness and Planning Training at Terrebonne General Medical Center on January 24-25, 2017.

Chairman Eues congratulated Todd Dufrene on his upcoming retirement. Pam Roussel advised the committee of upcoming training; January 12 – Incident Response to Terrorist Bombing at the Terrebonne Parish Sheriff's Rifle Range; Wide Area Search Training at the New EOC on March 28. Kim Beetz advised of available Tourniquet Training.

The next meeting date is scheduled for March 16, 2017 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, meeting adjourned at 2:35 p.m. upon motion of Thomas Long and second by Benjamin Walker, motion granted.