

TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: March 22, 2012

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 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:

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
Mike Solet, 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 October 20, 2011. Upon motion of Al Levron 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 expenditures.

- Terrebonne Parish will receive \$47,000 for the Fiscal Year 2011. 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.
- Vice-Chairman Eues went over the proposed Federal Grant Program with members advising that the Parish Emergency Management Advisory Committee (PEMAC) should consist of a Fire Chief, Municipal Chief Executive Officer, Police Chief, Sheriff or his designee, and an Emergency Medical Senior Executive Officer. The Terrebonne Parish PEMAC members consist of the following:
 - Fire Chief – Chief Todd Dufrene, City of Houma and Chief Russell DiSalvo, Terrebonne Fire Chief's Association
 - Municipal Chief Executive Officer – Mr. Al Levron
 - Police Chief – Houma Police Chief Todd Duplantis
 - Sheriff or his designee – Terrebonne Parish Sheriff Vernon Bourgeois
 - Emergency Medical Senior Executive Officer – Joe Szush, Acadian Ambulance

The committee will meet no less than twice per year and shall submit a report to the Director of GOHSEP commencing on or before April 1st of each year. The annual report shall address issues identified by the Director in consultation with the regional parish office of emergency preparedness parish director's subcommittee.

Vice-Chairman Eues also advised the committee of the Grants available to Terrebonne Parish at the present time.

- The Emergency Management Performance Grant Program (EMPG) is used for the operating expenses for the Terrebonne Parish Office of Homeland Security and Emergency Preparedness (TOHSEP). TOHSEP utilizes this funding to supplement our budget for salaries, operations, planning, training, exercises, supplies and equipment acquisition. This funding also provides for expenses to any Parish directors who represent their region as the Regional Director for GOHSEP to reimburse for travel expenses. These funds are added to the yearly funding. FY 2010 funding was \$67,762.62. FY2011 funding is \$70,321.44. GOHSEP reimburses the Parish from this grant based on quarterly reports of funds expended from the TOHSEP budget. FY 2011 funding establishes a priority to “advancing whole community security and emergency management through these four priorities: 1) approved emergency plans engaging the whole community, 2) completion of threat and hazard identification and risk assessment, 3) develop and maintain multi-year training and exercise plans and, 4) target training and verify capability of personnel insuring completion of NIMS courses by funded personnel.
- The State Homeland Security Program (SHSP) provides funding to support the implementation of State Homeland Security Strategies to address the identified planning, organization, equipment, training, and exercise needs at the state and local levels to prevent, protect against, respond to, and recover from acts of terrorism and other catastrophic events. Since November of 2008, funding from this grant has been spent mostly on equipment for TOSHEP, other Parish departments, other Parish agencies such as fire departments, coroner's office, airport, etc. Distribution of these funds is solely at the discretion of the director of TOHSEP based on the needs of the TOHSEP office and the total Parish benefit of the requested equipment from parish agencies. Needs assessments and recommendations through meetings with agencies have also guided the spending of the funds. Since November of 2008 through March 22, 2012, the funds have been distributed as follows:

TOHSEP (EOC)	\$191,502.48
Hazmat / PRAT	\$167,530.92
Terrebonne Parish Sheriff's Office	\$ 52,598.44
Volunteer Fire Departs	\$117,760.41
Terrebonne Parish Coroner's Office	\$ 42,000.00
Houma Fire Department	\$ 35,450.48
Houma Police Department	\$ 17,352.06
Louisiana State Police Troop C	\$ 14,442.67
911 District	\$ 6,856.17
Region 3 Task Force	\$ 4,024.00
Terrebonne Parish DA's Office	\$ 4,820.40

These dollar amounts do not include the required FEMA amounts to Law Enforcement Agencies. The law enforcement agencies are given their allocations and they are allowed to spend the allocation as to their needs as long as it follows grant guidance. In FY 09 – FY 10, TPSO received \$93,535.50 and HPD received \$42,014.41 above and beyond the allocated 34%.

- The Citizen Corps Program (CCP) Citizen Corps Program (CCP) provides funding to bring community and government leaders together to coordinate the involvement of community members and organizations in emergency preparedness, planning, mitigation, response, and recovery. TOSHEP utilized these funds for the operations of the Community Emergency Response Team (CERT), community awareness and the Neighborhood Watch Program.

Distribution of Funds (FY08 through FY09)

CERT	\$ 451.75
Community Awareness	\$13,891.15
Neighborhood Watch	
Houma PD	\$ 2,792.25
Sheriff's Office	\$ 2,047.75

- The Strategic National Stockpile (SNS) / Cities Readiness Initiative (CRI) is collaborative planning that will enhance 48 hour mass dispensing response capabilities and foster partnerships with federal, state and local agencies which will in turn meet the CRI program deliverables through planning meetings, conference calls, etc. to identify parish planning leads and developing a of 48 Hour Mass Antibiotic Dispensing Plan (formerly local SNS/CRI plan) annex to the Parish's all hazards plan that meets the CRI program deliverables. The Louisiana Department of Health and Hospitals coordinates the program with grant funding from the U.S. Department of Health. The Louisiana Department of Health and Hospitals awards us a grant each year as funding is available from the Federal government. TOHSEP received \$20,135.87 in FY09 and \$19,132.13 for FY10. FY11 grant funding is \$20,178.00. These funds are used to reimburse TOSHEP for meetings conference calls, plan reviews, drills and exercises. As we meet the criteria set forth by the LDHH and the USDH, we are granted theses funds. We have met the requirements for FY09, FY10 and FY11.
- The Public Safety Interoperability Communications Grant (PSIC) was funded by the Homeland Security Grant Program but is no longer available. This grant was utilized to buy interoperability communications for fire departments, Parish departments and other agencies in Terrebonne Parish. All funds were used to purchase 700 MHZ radios at an estimated cost of \$2000.00 each with a total expenditure of \$184,000.00.

Vice-Chairman Eues advised the committee of the Questionnaire presented to him at the Regional Directors Meeting requesting that each member fill out the questionnaire and return to Trudy Arcement within the next two (2) weeks. The questionnaire would evaluate/rate the local Office of Homeland Security and Emergency Preparedness on the preparedness and effectiveness to response. Each member was asked to answer to the best of their knowledge.

Vice-Chairman Eues asked if there were any questions or comments. Mr. Bobby O'Bryan questioned the possibility of pooling the funding from Lafourche and Terrebonne Parishes for the upgrading of the Interoperability Towers. Also, questioned whether or not we could request from the State any used tower equipment for the Downtown Houma and Gibson area for plugging some local Communication issues/gaps in this area at no cost to the state.

The next meeting date is scheduled for June 28, 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, upon motion of Al Levron and seconded by Todd Duplantis, motion to adjourn granted. Meeting adjourned at 2:30 p.m.

TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

Meeting Minutes

Meeting Date: October 25, 2012

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
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative
Mike Dean, for Jerry Larpenfer, Sheriff - Terrebonne Parish Sheriff's Office

Members Absent:

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

Guests:

Tammy Duplantis, Terrebonne OHSEP
Bobby O'Bryan, Houma Police Department
Pam Roussel, GOHSEP
Doug Bourg, Terrebonne Parish – Parish President Assistant
Marty Thibodeaux, Chief – Little Caillou Fire Department
Todd Rhodes, Assistant Chief – Houma Fire Department

Vice-Chairman Eues called the meeting to order at 2:50 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 22, 2012. Upon motion of Al Levron 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 for FY 2012:

- The FY 2012 SHSP funds were cut by 63% across the state. An idea of what we got in the past:
 - FY 2010 we received \$51,000 for Terrebonne Parish, \$48,579 for the Sheriff's Office, and \$20,917 for HPD;
 - FY 2011 we received \$50,238 for Terrebonne Parish, \$19,000 for the Sheriff's Office, and \$6,000 for HPD;
 - FY 2012 we will receive \$27,031 for Terrebonne Parish, \$6,625 for the Sheriff's Office, and \$2,385 for HPD.

Therefore, you can see there is a significant cut in the funding. Law Enforcement is proposed to receive 25% of grant funding which will be split between Terrebonne Parish Sheriff's Office and Houma Police Department according to the population coverage from the 2010 Census. These funds can be expended on anything that is on the FEMA Authorized Equipment List (AEL) which in the past these funds were put towards radios.

- Vice-Chairman Eues advised the committee that \$25,000 of the FY 2011 funds are being allocated to the Access Control Device for the Courthouse Annex.
- FY 2012 funds which go for the Parish comes out of the Emergency Preparedness Office typically are spent on the Fire Departments and the Emergency Preparedness Office. What we did last year is ask the Fire Chief's Association to come up with equipment needs and forward that information to my office and we would determine whether or not we had the funds to purchase the requested equipment. Above and beyond that \$27,031, I can spend those funds on the Terrebonne Parish Sheriff's Office or Houma Police Department if I need to and we have done this in the past. According to previous minutes, you can see the expenditures of these funds on the different agencies throughout the Parish.
- Vice-Chairman Eues also advised the committee that there is an additional \$11,000 from the FY 2010 Grant and \$18,000 from FY 2011 Grant. The problem with FY 2010 it has to be spent before December 31, 2012 and FY 2011 has to be spent by August 31, 2013. Therefore, that's why we ask for a list so that we can go down the list to buy what we can with what funds we have. Al Levron asked about the Confined Space Equipment for the Fire Departments. The Confined Space Equipment is located between Houma Fire Department and Bayou Cane Fire Department. Every Fire Department wants the same equipment but we do not have the funds to purchase this equipment for 14 Departments. Al Levron asked if Mutual Aid Agreements were in place for this equipment. Vice-Chairman Eues stated "yes." The decision to buy this equipment for Houma Fire Department was made due to the fact that they have someone on staff 24 hours that is trained to operate this equipment, so is Bayou Cane Fire Department. Marty Thibodeaux stated that he cannot speak for all the Fire Departments but he is fine with this. Thibodeaux also stated that "Ideally the Parish should have a super type rescue team that all Fire Departments should be involved in including the Sheriff's Office, Houma Police Department, and Acadian Ambulance. This would be good funding for it." Vice-Chairman Eues advised the committee that the Terrebonne Parish Sheriff's Office is working on putting a Search and Rescue Team together. We have met with the Sheriff's Office and I asked them to find out what equipment we have located in the Parish already throughout all the departments and agencies. Then we can determine what we need to purchase in addition to this equipment. Vice-chairman Eues advised the Houma Police Department that if there are additional items that they need to purchase to let him know, if we have the funding we will look into it. Bobby O'Bryan stated since they are responsible for the Courthouse, would keyless entry to the building be allowable. Then they can actually secure the Courthouse as we all plan. Al Levron asked if computer equipment to support the security system be purchased and Vice-chairman advised yes. Bobby O'Bryan asked the question whether or not the funds could pay for Verizon Network Cards. Vice-Chairman advised that it will pay for the cards but not the monthly service.

Parish President asked why the PEMAC couldn't have more agencies with proxies. If the Sheriff is the only one, why can't the Fire Chief or the Police Chief send a proxy? Vice-Chairman Eues advised the committee that the PEMAC is formed by state law (R.S. 29:727 (I) (Act 524 of the 2009 Regular Legislative Session). It states: At a minimum, the committee shall consist of a parish representative from the following:

- Fire Chief
- Municipal Chief Executive Officer
- Police Chief
- Sheriff or his designee
- Emergency Medical Senior Executive Officer

Vice-Chairman Eues advised the committee of the Hurricane Isaac Response, Recovery and Mitigation. Most of you know FEMA has been here helping out the residents with individual assistance and public assistance for the Parish. I am not sure what the exact figure for public assistance is right around \$3 million dollars. Vice-Chairman advised that he is hoping to get Mitigation Funding. Michel Claudet stated that the SLOSH Models really didn't cover the rise or tidal level for Plaquemine's Parish, because the Hurricane just sat there and just beat on us kind of what Juan did to us. This is something that we may need to take more into consideration. I do know that at the meeting with all the Parish Presidents in Slidell, Col. Fleming said that we need to change the Saffir Simpson scale. That was a weak one and look at the damage it caused to St. John, St. Tammany, Tangipahoa, and Plaquemine. Pam Roussel state that the National Weather Service is talking about putting numbers to the surge like a Category 1 wind with a Category 3 storm surge.

Vice-Chairman Eues asked if there were any questions or comments. Mr. Bobby O'Bryan questioned if the remaining funds need to be exhausted by December 31, 2012. Vice-chairman advised that is correct.

The next meeting date is scheduled for March 20, 2013 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, upon motion of Joe Szush and seconded by Al Levron, motion to adjourn granted. Meeting adjourned at 3:16 p.m.