

## TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

### Meeting Minutes

Meeting Date: March 20, 2013

#### **Members Present:**

Earl Eues, Terrebonne Parish Office of Homeland Security, Committee Vice Chairman  
Russel DiSalvo, Chief - Coteau Volunteer Fire Department, Terrebonne Fire Chief's Association  
Joe Szush, Operations Manager - Acadian Ambulance Service, Inc., EMS Representative  
Mike Solet, for Jerry Larpenier, Sheriff - Terrebonne Parish Sheriff's Office

#### **Members Absent:**

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

#### **Guests:**

Tammy Duplantis, Terrebonne OHSEP  
Bobby O'Bryan, Houma Police Department  
Karen Dardar – Terrebonne Parish Sheriff's Office  
Mike Millet, Inspector – Houma Fire Department  
Bobby O'Bryan – Houma Police Department

Vice-Chairman Eues called the meeting to order 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. Tammy Duplantis called roll.

Vice-Chairman Eues asked if there were any motions on approval of meeting minutes from October 25, 2012. Upon motion of Joe Szush and seconded by Mike Solet, 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 and EMPG 2013:

- The FY 2012 SHSP funds were cut across the state. An idea of what we got in the past:
  - FY 2011 we received \$50,238 for Terrebonne Parish
  - FY 2012 we will receive \$27,031 for Terrebonne Parish.
- Vice-Chairman Eues advised the committee of the allocation of \$25,000 from SHSP FY 2011 for the implementation of the Courthouse Security System. Vendors have been quoting the price of a roll down gate and an arm gate. These funds need to be spent before August 2013.

- Mike Solet stated that the Terrebonne Sheriff's Office is working with the Local Fire Departments in obtaining a list of equipment in possession to find out what additional equipment is needed to complete a local Urban Search and Rescue Team. They are looking into completing list before the Hurricane Season.
- Vice-Chairman Eues advised the committee that the EMPG FY 2013 is looking to be cut by 68%. This would take the funding down from \$70,916 to \$22,000. These funds are used to operate the Emergency Operations Center. Michel Claudet, Parish President, advised Vice-Chairman Eues that this would not affect operations.

Vice-Chairman Eues advised the committee of the tentative upcoming training from Delta State University in reference to Search and Rescue using the U.S. National GRID system. The first day will be for GIS personnel and the second day will be for first responders that actually go out and use the GRID System. The tentative date is scheduled for May 22-23, 2013 with a tentative location of the Houma-Terrebonne Civic Center. The class will be opened up to Region 3 due to the fact that they can teach up to 500 participants.

Vice-Chairman Eues asked if there were any questions or comments. Mr. Bobby O'Bryan stated that the completion of FY 2011 SHSP funding should be completed by the end of April 2013 for the License Plate Reader equipment and mobile radar units. Mike Solet stated that the Terrebonne Parish Sheriff's Office did a pilot program for the License Plate Readers and they are fixing to install into units.

The next meeting date is scheduled for October 23, 2013 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 Solet and seconded by Joe Szush, motion to adjourn granted. Meeting adjourned at 2:20 p.m.

## TERREBONNE PARISH EMERGENCY MANAGEMENT ADVISORY COMMITTEE

### Meeting Minutes

Meeting Date: October 30, 2013

#### **Members Present:**

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

#### **Members Absent:**

Michel Claudet, Terrebonne Parish – Parish President

#### **Guests:**

Tammy Duplantis, Terrebonne OHSEP  
Duane Farmer, Houma Police Department  
Kim Beetz, Region 3 Hospitals  
Pam Roussel, GOHSEP

Vice-Chairman Eues called the meeting to order 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. Tammy Duplantis called roll.

Vice-Chairman Eues asked if there were any motions on approval of meeting minutes from March 20, 2013. 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 SHSP and Citizen Corp Funds:

- 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 2006-2012 funds and Citizen Corp FY 2008-2011.
- Vice-Chairman Eues advised the committee that of the \$27,031 only \$10,000 of the FY 2012 funds were expended on Shortwave Radio Equipment, Hydrostatic testing of the PRAT Team SCBA's, and 5 tablets to be used for the Parish Damage Assessment Team leaving \$10,098.65 which \$10,000.00 has already been designated to the Terrebonne Parish Volunteer Fire Departments to purchase USAR equipment. In which the Terrebonne Fire Chief's Association asked the Terrebonne Parish Sheriff's

Office to lead that team. We have been submitted with a list of equipment from Jason Kibodeaux and will be ordering the equipment provided.

- There is no longer a Citizen Corp Grant. This grant has been combined with FY 2013 SHSP grant. These funds went to community awareness, Neighborhood Watch, and CERT. The spreadsheet for the Citizen Corp grant signifies what the funds were used for which will now be taken out of the SHSP FY 2013 funds.

Vice-Chairman Eues advised the committee of the Homeland Security Grant Program and advised the committee of funding for FY 2013 SHSP Funds:

- We will receive \$34,728.00 for Terrebonne Parish. 25% automatically goes to Law Enforcement which came out to \$11,576.20 (\$8,511.98 to TPSO and \$3,064.22 to HPD computed due to Parish population).
- The breakdown of the proposed funds is as follows:

Remaining balance of FY 2012 SHSP -	\$16,932.35
FY 2013 SHSP awarded -	<u>\$34,728.00</u>
<b>Subtotal</b>	<b>\$51,660.35</b>
FY 2012 SHSP allocated to Volunteer Fire Dept.'s	\$10,000.00
FY 2013 SHSP allocated to Volunteer Fire Dept.'s	\$10,000.00
FY 2013 SHSP allocated to Houma Fire Dept.	\$ 5,000.00
FY 2013 SHSP allocated to Houma Police Dept.	\$ 5,000.00
FY 2013 SHSP allocated to TPSO	\$ 5,000.00
FY 2013 SHSP allocated to CERT/Neighborhood Watch	\$ 4,000.00
FY 2013 SHSP allocated to Hurricane Guides	<u>\$10,000.00</u>
Remaining Balance will be used for HazMat Maintenance	<b>\$ 2,660.35</b>

- The funds being proposed to go to TPSO and Houma Police Department is in addition to the 25% Law Enforcement funds.
- Chief Russel DiSalvo questioned on behalf of the Terrebonne Fire Chief's Association, "Why the difference between the City and Volunteer Fire Departments?" Vice-Chairman Eues stated, "Looking at the total expenditures for the Fire Departments, the Volunteer Fire Departments received \$117,760.41 and Houma Fire received \$58,097.09 for the FY 2006-2012 SHSP funds. Also, the equipment that is purchased by Houma Fire Department is parish-wide equipment. The Parish President has the ultimate authority on where the money is spent; this is only an advisory committee. My office has most of the equipment we need, so we decided to take the left over monies and push it out to the other agencies except for maintenance of our equipment."
- All equipment purchased has to fall under the FY 2013 SHSP Core Capability Guidance provided to each member in attendance and on the Authorized Equipment List (AEL) provided by FEMA.
- Vice-Chairman Eues advised the committee that a wish list has to be provided to his office no later than **November 21, 2013**.
- Vice-Chairman Eues advised the committee of the Regional purchase voted on by the Region to expend dollars. One is for the cartridges for the gas mask which were passed out in 2006 and will expire in February 2014. Vice-chairman Eues

advised that he believes each agency should purchase their own cartridges. If the cartridges are purchased for Terrebonne Parish with the FY 2013 SHSP funds then the allotment of funds would change and we would issue out another breakdown of the proposed funds. The committee decided to find out with the other agencies if they use the cartridges and if they want to purchase more by **November 21, 2013**.

- Al Levron made a motion to grant the proposal of funds as laid out and any reductions for regional purchases by the Region 3 Taskforce and seconded by Todd Duplantis, all members in favor, motion granted.

Vice-Chairman Eues advised the committee of the approval of the U.S. National GRID System by administration in which Delta State University is in the process of beginning and will take approximately 6 months to complete. Once complete, Delta State University we will do an exercise on the maps.

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 March 26, 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 Al Levron and seconded by Joe Szush, motion to adjourn granted. Meeting adjourned at 2:38 p.m.