

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**  
2 **BOARD OF DIRECTORS MEETING**  
3 **October 18, 2013**  
4 **BATON ROUGE, LOUISIANA**  
5 **MEETING MINUTES**  
6

7 **I. CALL TO ORDER**  
8

9 President Jim Polk called the meeting to order at 10:06 am. Skip Breeden led the pledge  
10 of allegiance and Skip Breeden led the prayer. A quorum was present to conduct  
11 business.  
12

13 **Members Present in Person or Proxy:**

14 Jim Polk  
15 Dexter Accardo  
16 Skip Breeden  
17 Robert Jump  
18 Amy Dawson  
19 Eric Deroche proxy to Jim Polk  
20 Jerry Monier proxy given to Amy Dawson  
21 Chris Guilbeaux  
22 Robert Jump  
23 Sean Lafleur  
24 Jerry Monier  
25 Gene Dunnegan attending for Taylor Moss  
26 Jim Polk  
27 Karen Price  
28

29 **Members Excused:**

30 Rick Webre  
31 Dave Brown  
32 Sandy Davis  
33 Kevin Davis  
34 Dawson Primes  
35 Alan Hunsberger  
36 Scott Whelchel  
37 Sonya Wiley-Gremillion  
38

39 **Members Absent:**

40 None  
41

42 **Guests:**

43 Jenny Constantin  
44

45 It was noted that Dawson Primes is on military leave of absence.  
46  
47

48 **II. APPROVAL OF MINUTES**

49

50 A motion was made by Robert Jump and seconded by Skip Breeden to approve the  
51 minutes of the August 16, 2013 as presented. The motion passed.

52

53 **II. OFFICER REPORTS**

54

55 A. President –Jim Polk

56

57 Jim went to a meeting this week and represented LEPA, he emphasized that he  
58 would like to get someone who is energized to take the membership lead. He  
59 would like to reach out to the other associations within the state. This will raise  
60 awareness of LEPA and grow the LEPA membership.

61

62 B. President Elect – Dexter Accardo

63

64 Dexter spoke about the corporate memberships growing and getting tracks at the  
65 next conference. Discussed potential Industry day with Home Depot, Walgreens,  
66 Wal Mart, Lowe’s, Target in attendance, this should be tied into the next  
67 conference. It was discussed that we have a Full industry with day public and  
68 private partnerships. Maybe invite the Retail association which recently merged  
69 with the convenience service store association. We would also invite the  
70 Louisiana bankers (Ginger Laurent).

71

72 A membership committee will be formed with Jim Polk, Amy Dawson, Dexter  
73 Accardo and Robert Jump. Kenneth Graham and Dexter Accardo will work to  
74 reach the feds and TSA.

75

76 C. Treasurer – Office on behalf of Eric Deroche

77

78 The board binder contained the draft version of the August financial statement.

79

80 A motion was made by Skip Breeden and seconded by Robert Jump to table draft  
81 version until the December meeting. The motion passed.

82

83 **IV. COMMITTEE REPORTS**

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85 A. AWARDS –Office on behalf of Jerry Monier

86

87 No report.

88

89 B. CERTIFICATION – office on behalf of Rick Webre

90

91 Motion by Skip Breeden seconded by Robert Jump to approve Anthony Trimble  
92 as Basic.

93

94 Motion by Skip Breeden Vincent seconded by Robert Jump to approve Linda  
95 Lavergne and William Vincent to approve both as a recertification as Basic.

96

97 At this time the committee will wait on H. David Davis until the next board  
98 meeting.  
99

100 The office will be working with Rick Webre and Amy Dawson to make sure the  
101 form is converted into a workable PDF , the wording is correct and all fees are  
102 correct.  
103  
104

105 C. CHARTER AND BYLAWS – Robert Jump  
106  
107 No report.  
108

109 D. COLLEGE SCHOLARSHIP –Karen Price  
110  
111 The letter and application will be put together and sent to the office for the office  
112 to send out to all of the members and the universities.  
113

114 E. HAZMAT ALLIANCE – Sean Lafleur  
115  
116 No report.  
117

118 F. LEGISLATIVE – Dexter Accardo  
119  
120 No report.  
121

122 G. MEMBERSHIP –  
123  
124 No report.  
125

126 H. NOMINATING – Dexter Accardo  
127  
128 No report.  
129

130 I. WORKSHOP – Office on behalf of Eric Deroche  
131  
132 The office reported that the Workshop will be at L’Auberge du Lac in Lake  
133 Charles in May.  
134

135 For the Fall Conference a survey was sent and there was not enough response to  
136 have the meeting. There will be no fall meeting in 2013.  
137

138 J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Dick  
139 Gremillion  
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141 No report.  
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146 **V. OLD BUSINESS**

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A. Action items review from previous meeting

1. Update on LEPA App.  
Jim noted that the App is up but is out-of-date. Skip Breeden will investigate the option of having staff at ULL / NIMSTAT updating the app.
2. Membership Survey  
Jenny Constantin reported the survey will be sent in the fall.
3. Review participation in the IDCE Meeting in New Orleans  
We will need to purchase a pop up and table cloth and so on at an approximate cost of \$500 to \$700. Jim discussed the booth and he will be staffing it with the LEPA office. We will need board members to assist with staffing the booth -  
Exhibit Booth Coverage – Wednesday, January 8<sup>th</sup>, 11:30 pm to 4 pm  
Exhibit Booth Coverage – Thursday, 12:30 pm to 4 pm
4. Strategic Planning Meeting Updates from Committees – nothing to report.

**VI. NEW BUSINESS**

1. Chris Guilbeaux spoke about the 2014 regional director’s meeting and the possibility of LEPA hosting a day or session with a breakfast and lunch. LEPA could invite the membership. The meeting will be February 4-5<sup>th</sup> with the location to be determined.

**VII. ANNOUNCEMENTS**

Nothing to report

**VIII. ADJOURNMENT**

The meeting adjourned on motion by Dexter Accardo at 11:18 pm.

Respectfully submitted,

Bland O’Connor  
Executive Director