

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **February 18, 2011**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Dawson Primes called the meeting to order at 10:00 am. Eric Deroche led the
10 pledge of allegiance and Jeff Meyers led the prayer. A quorum was present to conduct
11 business.
12

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

14
15 Dexter Accardo
16 Obie Cambre proxy to Tuesday Mills
17 Pat Santos for Mark Cooper
18 Eric Deroche
19 Robert Jump
20 Jeffrey Meyers
21 Tuesday Mills
22 Jerry Monier
23 Cindy Montz
24 Michael Murphy
25 Jim Polk
26 John Porter
27 Karen Price proxy to Jeff Meyers
28 Dawson Primes
29 Tommy Thiebaud
30 Rick Webre
31 Taylor Moss for Dewayne White
32 Sonya Wiley-Gremillion proxy to Eric Deroche
33

34 **Members Excused:**

35 Dexter Accardo
36 John Boudreaux
37 Dave Brown
38 Tab Troxler
39

40 **Members Absent:**

41 None
42

43 **Guests:**

44 Gene Dunegan
45 Peter Ricca
46 Bland O'Connor
47 Jenny Constantin
48

49 **II. APPROVAL OF MINUTES**

50

51 The minutes from the December 10, 2010 Board meeting were reviewed. A motion was
52 made by Eric Deroche and seconded by John Porter to approve the minutes as presented.
53 The motion passed.

54

55 **IV. OFFICER REPORTS**

56

57 A. President –Dawson Primes

58

59 Dawson Primes presented the new website design. LEM, Training and Links tabs
60 to be added.

61

62 B. President Elect – Robert Jump

63

64 No report.

65

66 C. Treasurer – Eric Deroche

67

68 Eric Deroche presented the December 31, 2010 financial statements (Attachment
69 1). Total assets at December 31, 2010 were \$168,620.37. Total fund balances at
70 December 31, 2010 were \$164,040.37. For the year ended December 31, 2010
71 expenditures exceeded receipts by \$.

72

73 A motion was made by Jerry Monier and seconded by Dexter Accardo to accept
74 the Treasurer’s report. The motion passed.

75

76 D. Executive Director’s Report – Bland O’Connor

77

78 No report.

79

80 **V. COMMITTEE REPORTS**

81

82 A. AWARDS – Cindy Montz

83

84 Cindy has received three nominations to date.

85

86

87 B. CERTIFICATION – Robert Jump

88

89 Three applications are under consideration for initial certification.

90

91 Joshua Gill, Operations Chief and contracts/lease manager for the Louisiana
92 Department of Children and Family Services, Emergency Preparedness Division.

93

94 John Rahaim, Jr., St. Bernard Parish Assistant Director, OHSEP, Director OEP.

95

96 Brad Tiffie, IEM, Inc., Manager Preparedness Programs

97

98 A motion was made by Mike Murphy and seconded by Dexter Accardo to defer
99 consideration on Brad Tiffie. The motion passed.
100
101 A motion was made by Robert Jump and seconded by Jerry Monier to approve
102 Joshua Gill and John Rahaim, Jr. for the LEM. The motion passed.
103
104 C. CHARTER AND BYLAWS – Jeff Meyers
105
106 Nothing new to report.
107
108 D. COLLEGE SCHOLARSHIP – Karen Price
109
110 Nothing new to report. Students must be enrolled in an emergency management
111 program and have done community work and be second year students or more
112 advanced. Both a full-time and part-time scholarship is available.
113
114 E. HAZMAT ALLIANCE – John Porter
115
116 The Chemistry 3 program scheduled for March has been moved to May. Other
117 classes are being scheduled. Major Adam White is the new command inspector.
118
119 F. LEGISLATIVE – Dexter Accardo
120
121 Dexter pointed out that the budget process will be very challenging with lack of
122 money this year. The EOC grant program will go away.
123
124 G. MEMBERSHIP – Tuesday Mills
125
126 Tuesday reported that there are currently 458 renewed members for 2011.
127
128 H. NEWSLETTER – Michael Murphy
129
130 Dexter Accardo volunteered take the first calendar quarter for evaluating .
131
132 I. NOMINATING – Robert Jump
133
134 A motion was made by Eric Deroche and seconded by Dexter Accardo to accept
135 the list of nominees below the nominating chair verifying their willingness to
136 serve and office to confirm their active membership by the time ballots are sent.
137 The motion passed.
138
139 J. WORKSHOP – Eric Deroche
140
141 Deferred to new business.
142
143 K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Rick Webre
144
145 Rick Webre explained the status of the program. Matt Gregor has been contacted

146 A motion was made by Rick Webre and seconded by Robert Jump to submit the
147 LEM program to EMI for accreditation. The motion passed.

148
149 Rick discussed establishing two levels of LEM, a basic and an advanced
150 certification. Rick would like to present the levels at the LEPA Conference.

151
152 A motion was made by Rick Webre and seconded by Robert Jump to move
153 forward with the new requirements for the three- level program for all new
154 applications for the LEM through December 31, 2011 and on January 1, 2012
155 every existing LEM will be converted to an LEM Basic. The motion passed.

156
157 Rick announced that the objective for the examination is for it to be offered four
158 times per year.

159
160 M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud

161
162 No report

163
164 **VI. OLD BUSINESS**

165
166 None

167
168 **VII. NEW BUSINESS**

169
170 A. UPDATE ON ANNUAL LEPA/GOHSEP WORKSHOP AND GULF STATES
171 HURRICANE CONFERENCE

172
173 Eric Deroche related the program schedule to the Board. EM101 renamed to
174 Advances in Emergency Management. The Welcome Reception is being worked
175 on for the D-Day Museum.

176
177 The Call for Presentations has been prepared and will be sent to all LEPA
178 members and the members of the other state organizations.

179
180 Dawson Primes urged everyone to solicit sponsorships from vendors and industry
181 contacts they see regularly. The Office will send the vendor contact list that we
182 have. Dawson also described the Ernst Café arrangements for the President’s
183 Reception. DRC Emergency Services, LLC, will sponsor the entire event (Kristy
184 Fuentes, Vice President and Regional Manager is the contact).

185
186 B. LOUISIANA PUBLIC HEALTH ASSOCIATION ANNUAL CONFERENCE

187
188 Tuesday Mills moved and Mike Murphy seconded that LEPA provide a \$500
189 sponsorship to the Louisiana Public Health Association Annual Conference. The
190 motion passed.

191
192
193 **VIII. ANNOUNCEMENTS**

194

195
196 The next meeting will be held at the Office on Friday, April 15, 2011.
197
198 The meeting adjourned at 11:45 am on motion by Mike Murphy.
199
200 Respectfully submitted,
201
202
203
204 Bland O'Connor
205 Executive Director
206
207

**LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 15, 2011
BATON ROUGE, LOUISIANA
MEETING MINUTES**

I. CALL TO ORDER

President Dawson Primes called the meeting to order at 10:00 am. Eric Deroche led the pledge of allegiance and Robert Jump led the prayer. A quorum was present to conduct business.

Members Present in Person or Proxy:

Obie Cambre
John Boudreaux
Pat Santos for Mark Cooper
Eric Deroche
Robert Jump
Jeffrey Meyers
Tuesday Mills proxy given to Obie Cambre
Jerry Monier proxy to Chris Guilbeaux
Cindy Montz
Michael Murphy
Jim Polk
John Porter
Karen Price
Dawson Primes
Tommy Thiebaud
Rick Webre
Taylor Moss for Dewayne White
Sonya Wiley-Gremillion

Members Excused:

Dexter Accardo
Dave Brown
Tab Troxler
Mark Cooper

Members Absent:

None

Guests:

Gene Dunegan
Melanie Talley
Jenny Constantin

II. APPROVAL OF MINUTES

The minutes from the February 18, 2011 Board meeting were reviewed. A motion was made by Eric Deroche and seconded by Jim Polk to approve the minutes as presented. The motion passed.

IV. OFFICER REPORTS

A. President –Dawson Primes

No report.

B. President Elect – Robert Jump

No report.

C. Treasurer – Eric Deroche

Eric Deroche presented the January 31, 2011 financial statement. Total assets at January 31, 2011 were \$203,405.04. Total fund balances at January 31, 2011 were \$202,741.36.

A motion was made by Sonya Wiley Gremillion and seconded by Dawson Primes to accept the Treasurer's report. The motion passed.

D. Executive Director's Report – Jennifer Constantin on behalf of Bland O'Connor)

No report.

V. COMMITTEE REPORTS

A. AWARDS – Cindy Montz

Cindy has received five nominations to date. The LEPA office has solicited the twice for nominations. The approvals will be done electronically. The nominations that have been received are solid nominations.

B. CERTIFICATION – Robert Jump

One application are under consideration for initial certification.

Timothy Gautreau, Coordinator II Jefferson Parish Emergency Management

Three applications are under consideration for re-certification.

Yvonne Murphy, Assistant Emergency Operations Director State of Louisiana

Department of Transportation and Development

Michael Murphy, Project Manager State of Louisiana GOHSEP

Ronald Cotton , 911 Director/Emergency Communications Director Livingston Parish

A motion was made by Dawson Primes to approve and seconded by Sonya Wiley – Gremillion.

C. CHARTER AND BYLAWS – Jeff Meyers

Nothing new to report.

D. COLLEGE SCHOLARSHIP – Karen Price

Karen reported that the committee has met prior to the meeting and seven applications for scholarship had been received. Three were disqualified. Another two were disqualified due to not submitting proper documents and one non la resident

The remaining three were considered, Derrick Hesson will receive the \$1500.00 and the other two are waiting for their university to determine whether their current degree is a major or non major of disaster management the university of Mississippi is still submitting statements. The Northwestern University curriculum specifically states a specialty concentration, not a declared minor or major . there needs to be a review of the the program to accept these curriculums. Some fall within a minor at the university. They do offer a public health degree and a concentration in disaster management. North Western requires 9 credits in that concentration. Universities need to change the curriculum. Sonya agrees that the students in the field as employment is approved.

Karen made a motion to award Derrick Hesson and consider the other 2 applications once the universities provided more information on their curriculum. Eric seconded the motion and the motion was passed.

E. HAZMAT ALLIANCE – John Porter

Eric announced Dieter Heinz passed away last week . The board discussed a memorial tribute on the conference ,a moment of silence at the awards dinner , a picture on an easel and \$500.00 for a plaque and memorial. John boudreaux made the motion and it was seconded by Jim Polk. .

F. LEGISLATIVE – Dexter Accardo

Dexter pointed out that the budget process will be very challenging with lack of money this year. The EOC grant program will go away.

G. MEMBERSHIP – Tuesday Mills

Nothing to report.

H. NEWSLETTER – Michael Murphy

The LEPA office was instructed to work with Veronica Musgrove to obtain website articles.

A motion was made by Eric Deroche and seconded by Chris Guillbeaux to remove the newsletter subcommittee and the chairman will provide the LEPA office with a list of duties and responsibilities. At that time the email will be sent to the board. Amendment to the bylaws will need to be made.

I. NOMINATING – Robert Jump

A motion was made by Robert Jump and seconded by John Boudreaux to accept the list of LEPA 2011-2012 the motion was passed. Board members are Sonya Wiley-Gremillion, Jerry Monier, Sandy Davis, Skip Breeden, Cindy Montz. James Polk and Earl Eues will be the two board alternates.

J. WORKSHOP – Eric Deroche

Eric reviewed the list of exhibitors and sponsors that have signed up and paid for the 2011 GSHC. Eric reviewed the submitted presentations : 22 real presentations, all vendor submissions were nixed . The presentations will be 45 minute presentations and some will be double up based on the track.

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Rick Webre

Rick Webre reviewed the status of the command college. There are 11 students and it appears three will not make it through. The classes are going well. LEM re-certification will convert to an LEM basic unless you take the exam for the pro LEM. Everyone failed the anticipating weather class in which the National Weather Service provided a weather overview.

M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud

No report

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. ANNOUNCEMENTS

The next meeting will be held at the LEPA/GOHSEP workshop on Monday May 30, 2011 at 3:00 pm at the Hilton Riverside New Orleans.

The meeting adjourned at 11:30 am on motion by Eric DeRoche.

Respectfully submitted,

Bland O'Connor
Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **May 30, 2011**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Dawson Primes called the meeting to order at 3:14 pm. Eric Deroche led the
10 pledge of allegiance and Jeff Meyers led the prayer. A quorum was present to conduct
11 business.
12

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

14 Dexter Accardo
15 Pat Santos for Mark Cooper
16 Eric Deroche
17 Chris Guilbeaux
18 Robert Jump
19 Jeffrey Meyers
20 Jerry Monier
21 Cindy Montz
22 Michael Murphy
23 Jim Polk
24 Dawson Primes
25 Tommy Thiebaud
26 Sonya Wiley-Gremillion
27

28 **Members Excused:**

29 John Boudreaux
30 Obie Cambre
31 John Porter
32 Karen Price
33 Tab Troxler
34 Rick Webre
35

36 **Members Absent:**

37 Dave Brown
38 Tuesday Mills
39 Taylor Moss
40

41 **Guests:**

42 Skip Breeden
43 Lawrence Callendar
44 Ray Chidester
45 Gene Dunegan
46 Deidra Meyers
47 Bland O'Connor
48

49 **II. APPROVAL OF MINUTES**

50

51 The minutes from the April 15, 2011 Board meeting were reviewed. A motion was made
52 by Sonya and seconded by Robert Jump to approve the minutes as presented. The motion
53 passed.

54

55 **III. OFFICER REPORTS**

56

57 A. President –Dawson Primes

58

59 Dawson Primes announced that Cindy Montz will retire from the Board on July
60 15, 2011. She will be replaced by the First Alternate.

61

62 B. President Elect – Robert Jump

63

64 Robert stated he is looking forward to the year ahead.

65

66 C. Treasurer – Eric Deroche

67

68 Eric Deroche presented the April 30, 2011 financial statements (Attachment 1).
69 Total assets at April 30, 2011 were \$332,125.87. Total fund balances at April 31,
70 2011 were \$322,525.87. For the four months ended April 30, 2011, receipts
71 exceeded expenditures by \$170,868.25.

72

73 A motion was made by Robert Jump and seconded by Jerry Monier to accept the
74 Treasurer’s report. The motion passed.

75

76 D. Executive Director’s Report – Bland O’Connor

77

78 No report.

79

80 **IV. COMMITTEE REPORTS**

81

82 A. AWARDS – Cindy Montz

83

84 Cindy reported that Awards Committee did meet and people selected and those
85 not selected were notified.

86

87 B. CERTIFICATION – Robert Jump

88

89 A motion was made by Robert Jump and seconded by Chris Guilbeau to approve
90 Lindsey Puderer, St. Bernard Parish OHSEP, subject to membership verification
91 for the LEM. The motion passed.

92

93 A motion was made by Robert Jump and seconded by Michael Murphy to
94 approve Crystal Moran subject to her submitting proof regarding education. The
95 motion passed.

96

97 A motion was made by Robert Jump and seconded by Chris Guilbeau to approve
98 Tracy G. Hilburn, Ouachita Parish OHSEP and Jennifer Perkins, Natchitoches
99 Parish OHSEP for LEM. The motion passed.

100

101 A motion was made by Robert Jump and seconded by Jerry Monier to approve the
102 following graduates of the Command College program for the LEM:

103

104 Terry Guidry, St. Martin Parish OHSEP

105 Vicki W. Travis, Tangipahoa Parish OHSEP

106 Rachael B. Wilkinson, Ascension Parish OHSEP

107 Mary Gray, Livingston Parish OHSEP

108 Henry Weigand, East Feliciana Parish OHSEP

109 Cody Michael Davis, West Baton Rouge Parish OHSEP

110 Benjamin Walker, Terrebone Parish OHSEP

111 John Richer, Allen Parish OHSEP

112 The motion passed

113

114 C. CHARTER AND BYLAWS – Jeff Meyers

115

116 Amendment Item 1:

117 In accordance with ARTICLE VII of the LEPA By-Laws, the LEPA President has
118 requested the suspension and removal of the Newsletter Committee. This action
119 can take place by means of an amendment to the existing LEPA By-Laws,
120 ARTICLE IX, Standing Committees.

121

122 Amendment Item 2:

123 In accordance with Article VII of the LEPA By-Laws, the LEPA President has
124 requested the installation of the Internet Webpage Committee. This action can
125 take place by means of an amendment to the existing LEPA By-Laws, ARTICLE
126 IX, Standing Committees.

127

128 ARTICLE IX

129 STANDING COMMITTEES

130 Standing committees are established to ensure that the various aspects of the
131 management, administration, and organizational affairs of the association are
132 carried out in an orderly manner. The standing committees are:

133 * Nominating

134 * Legislative

135 * By-Laws

136 * Awards

137 * Workshop

138 * Membership

139 * Newsletter (delete)

140 * Internet Webpage (insert)

141 * Health and Medical

142 * College Scholarship

143 * Certification

144

145 ARTICLE IX (continued)
146 The President will be responsible for appointing the Chairperson of each Standing
147 Committee and working with this Chairperson to name the members of each
148 committee. The Board of Directors will be responsible for defining the
149 responsibilities in writing for each Standing Committee, and shall amend, modify,
150 or otherwise change and update the responsibilities as conditions warrant. The
151 responsibilities of standing committees will be defined in ARTICLE X.
152

153 ARTICLE X
154 (Descriptions, page 7)
155

156 NEWSLETTER COMMITTEE (existing -> delete)
157 The Newsletter Committee shall be responsible for developing and distributing
158 the Association's periodic newsletter.
159

160 INTERNET WEBPAGE COMMITTEE (proposed)
161 The Internet Webpage Committee shall be responsible for administering the
162 content management of electronic data posted online to the LEPA internet
163 webpage.
164

165 A motion was made by Jeffry Meyers and seconded by Tommy Thiebaud to
166 adopt the proposed by-laws amendments. The motion passed.
167

168 D. COLLEGE SCHOLARSHIP – Karen Price
169

170 No report.
171

172 E. HAZMAT ALLIANCE – John Porter
173

174 No report.
175

176 F. LEGISLATIVE – Dexter Accardo
177

178 Dexter observed that there is a large amount of misinformation out on the
179 legislative session. Funding for GOHSEP is a major issue and in question at this
180 time.
181

182 G. MEMBERSHIP – Tuesday Mills
183

184 At May 26, 2011, membership stood at 732.
185

186 H. NEWSLETTER – Michael Murphy
187

188 This item should be removed from the agenda. Please remove it..
189

190 I. NOMINATING – Robert Jump
191

192 Robert noted that newly elected Board member Skip Breeden is in attendance.
193

194 J. WORKSHOP – Eric Deroche

195

196 As of Friday, 408 attendees, 96 exhibitors, 102 or 110 rented booth spaces. 500
197 bags. As of Friday, only 13 people had cancelled.

198

199 Jerry Monier pointed out some of the changes in the program. Breakout sessions
200 will be held on Thursday. Coordinating officers and mitigation strategies are
201 deleted (3 instead of 4). A full house of Directors will attend on Friday.

202 Compliments to Jenny and Melanie for outstanding performance in getting ready
203 for the Workshop and Conference.

204

205 K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Skip Breedon

206

207 M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud

208

209 The parishes that were hit by the Morganza opening were visited and it was very
210 positive.

211

212 V. OLD BUSINESS

213

214 None

215

216 VI. NEW BUSINESS

217

218 A. UPDATE ON ANNUAL LEPA/GOHSEP WORKSHOP AND GULF STATES
219 HURRICANE CONFERENCE

220 Nothing further.

221

222 B. LEM BASIC PROGRAM REVIEW

223 Nothing further.

224

225 VII. ANNOUNCEMENTS

226

227 A motion was made by Robert Jump and seconded by Sonya Wiley-Gremillion to
228 nominate Rick Webre for president-elect. Nominations were closed and Rick was elected
229 by acclamation.

230

231 A motion by Robert Jump and seconded by Jerry Monier to nominate Eric Deroche to
232 continue as Treasurer. Nominations were closed and Eric was elected by acclamation.

233

234 The next meeting will be held July 15, 2011.

235

236 The meeting adjourned at 3:54 pm on motion by Mike Murphy.

237

238 Respectfully submitted,

239

240

241 Bland O'Connor

242 Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **July 15, 2011**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Robert Jump called the meeting to order at 10:00 am. Eric Deroche led the
10 pledge of allegiance and Robert Jump led the prayer. A quorum was present to conduct
11 business.
12

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

14 Dexter Accardo
15 John Boudreaux
16 Obie Cambre
17 Sandy Davis
18 Eric Deroche
19 Chris Guilbeaux
20 Robert Jump
21 Jeffrey Meyers proxy to Robert Jump
22 Tuesday Mills proxy to Obie Cambre
23 Jerry Monier proxy to Eric Deroche
24 Gene Dunegan for Taylor Moss
25 Karen Price
26 Pat Santos
27 Tommy Thiebaud proxy to John Boudreaux
28 Sonya Wiley-Gremillion
29

30 **Members Excused:**

31 Skip Breeden
32 Dave Brown
33 Dawson Primes
34

35 **Members Absent:**

36 Jim Polk
37 John Porter
38 Tab Troxler
39 Rick Webre
40

41 **Guests:**

42 Brant Mitchell
43 Bland O'Connor
44 Jenny Constantin
45

46 **II. APPROVAL OF MINUTES**

47

48 The minutes from the May 30, 2011 Board meeting were reviewed. Chris Guilbeaux's
49 and Dexter Accardo's names was added to members present and Sonya Wiley-Gremillion
50 seconded motion for Treasurer's report and numbering sequence was corrected and the
51 bylaws change was inserted. A motion was made by Sonya Wiley-Gremillion and
52 seconded by Dexter Accardo to approve the minutes as corrected. The motion passed.

53

54 **III. OFFICER REPORTS**

55

56 A. President –Robert Jump

57

58 Robert thanked everyone for their willingness to serve. He noted that Earl Eues is
59 the first alternate now that Jim Polk has taken the place vacated by Cindy Montz.

60

61 B. President Elect – Rick Webre

62

63 Rick was not present at this time.

64

65 C. Treasurer – Eric Deroche

66

67 Eric Deroche announced that he and Robert Jump will visit the Bank to correct
68 signature cards after the meeting. Presented the June 30, 2011 financial
69 statements (Attachment 1). Total assets at June 30, 2011 were \$310,630.81.
70 Total fund balances at June 30, 2011 were \$305,830.81. For the six months ended
71 June 30, 2011 receipts exceeded expenditures by \$154,173.19.

72

73 A motion was made by Sonya Wiley-Gremillion and seconded by Pat Santos to
74 accept the Treasurer's report. The motion passed.

75

76 D. Executive Director's Report – Bland O'Connor

77

78 No report.

79

80 **V. COMMITTEE REPORTS**

81

82 A. AWARDS – Eric Deroche for Jerry Monier

83

84 Jerry is working on a written policy for award procedures.

85

86 B. CERTIFICATION – Rick Webre

87

88 The Committee has not met and there a few pending.

89

90 C. CHARTER AND BYLAWS – Robert Jump for Jeff Meyers

91

92 No report.

93

- 94 D. COLLEGE SCHOLARSHIP – Karen Price
95
96 The program is under review and recommendations will be forthcoming.
97
98 E. HAZMAT ALLIANCE – Eric Deroche for John Porter
99
100 Eric encouraged all to have any people that need scholarships for HOTZONE to
101 fill out the application on the website and send it in. The Office was directed to
102 do an email blast explaining the process and availability.
103
104 F. LEGISLATIVE – Dexter Accardo
105
106 No report.
107
108 G. MEMBERSHIP – Obie Cambre for Tuesday Mills
109
110 At July 7, 2011, membership stood at 746.
111
112 H. NOMINATING – Rick Webre
113
114 No report.
115
116 I. WORKSHOP – Eric Deroche
117
118 Eric noted that the agreement with L’berge is a repeat for the upcoming May 7 –
119 10, 2012. Discussion was all positive on the upcoming Workshop.
120
121 J. EMERGENCY MANAGER LEADERSHIP ACADEMY – Skip Breedon
122
123 No report and there have been no announcements on the Command College
124 recently. Next one will be at Caddo 911 location.
125
126 M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud
127
128 No report.
129
130 **VI. OLD BUSINESS**
131
132 A. UPDATE ON ANNUAL LEPA/GOHSEP WORKSHOP AND GULF STATES
133 HURRICANE CONFERENCE
134
135 Eric reported that we are close to being done on the financial results for the
136 Conference and the profit will approximate \$115,000.
137
138 Eric suggested that LEPA may be willing to host the Conference every other year.
139
140 A motion was made by Pat Santos and seconded by Sandy Davis to contact the
141 other states and ask if they would be interested in Louisiana hosting the Gulf
142 States Hurricane Conference every other year. The motion passed.

143 Eric also pointed out the reports related to the Conference. A discussion ensued on
144 how to improve some of the areas that were indicated as having opportunity for
145 improvement.

146
147 **B. LEM BASIC PROGRAM REVIEW**

148
149 Nothing further.

150
151 **VII. NEW BUSINESS**

152
153 **A. iPHONE APP PRESENTATION AND DISCUSSION**

154
155 Brant Mitchell stated that GOHSEP is developing apps for the iphone for the public
156 and for emergency managers. He made a presentation on the iPhone app
157 development that GOHSEP has been working on.

158
159 Brant suggested that some LEPA apps could be developed for LEM, Get a Game
160 Plan and other areas. Eric pointed out that one of the LEPA strategic goals
161 identified several years ago was for LEPA to enter the social networking space.
162 Brant pointed out that some work needs to be done on porting the apps to the Droid
163 telephones.

164
165 A motion was made by John Boudreaux and seconded by Dexter Accardo to budget
166 up to \$20,000 for App development and transition to Droid platform for LEPA, led
167 by Brant Mitchell at GOHSEP. The motion passed.

168
169 Sandy Davis asked the question of how we are going to notify the general
170 membership of what LEPA is doing for them in this area. Publicity needs to be
171 done effectively.

172
173 **B. HAZMAT CREDENTIALING DISCUSSION**

174
175 Eric Deroche reminded everyone of the discussion that occurred a few meetings
176 ago regarding the credentialing of HAZMAT first responders. State Police teaches
177 the OSHA program, LSU teaches a PROBoard program, which is more stringent
178 than federal law/OSHA.

179
180 A motion was made by John Boudreaux and seconded by Sandy Davis to table the
181 discussion and form a committee to investigate the feasibility and liability
182 involved. The motion passed.

183
184 Committee of Eric Deroche, John Boudreaux and Obie Cambre formed.

185
186 **C. IDCE MEETING IN NEW ORLEANS JANUARY 2012**

187
188 Eric pointed out that GOHSEP is co-sponsoring the January Conference. Pat
189 Santos reported that some big names are expected and the promoter, Jimmy
190 Mouton of Atlanta is working on developing the conference. The Conference will
191 be free for any government emergency management personnel.

192 Pat Santos also mentioned that SDMI is hosting an evacuation conference shortly
193 thereafter.

194
195 D. GOHSEP UPDATE by Pat Santos

196
197 Pat Santos reminded everyone of the 6:00 pm reception for Mark Cooper at
198 Superior Grill on July 20, 2011 and encouraged all to attend.

199
200 **VIII. ANNOUNCEMENTS**

201
202 Obie Cambre announced that BRAMAS is putting on a conference the last week of
203 October, jointly with the State Police. LEPA will distribute information.

204
205 Chris Guilbeaux asked about updating the website, particularly with the App being
206 developed by Brant. Pat Santos pointed out that some of the communications from
207 GOHSEP could be used by LEPA, as appropriate.

208
209 Sandy Davis pointed out that he and Pat Santos serve on a regional advisory committee to
210 FEMA Region 6 and they are working on some standardized cost reimbursement
211 information standards for sheltering (rather than cost capturing and reporting
212 individually), based on evacuation sheltering to a specific standard. He pointed out that
213 some churches that were not sufficiently reimbursed after Katrina and Rita are reluctant
214 to do sheltering in the future.

215
216 The next meeting will be held September 23, 2011.

217
218 The meeting adjourned at 11:45 am on motion by Pat Santos.

219
220 Respectfully submitted,

221
222
223
224 Bland O'Connor
225 Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **September 23, 2011**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Robert Jump called the meeting to order at 10:00 am. Eric Deroche led the
10 pledge of allegiance and Robert Jump led the prayer. A quorum was present to conduct
11 business.
12

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

14 Dawson Primes
15 Obie Cambre
16 Eric Deroche
17 Chris Guilbeaux
18 Robert Jump
19 Jerry Monier
20 Sonya Wiley-Gremillion
21 Jeffrey Meyers
22 Jim Polk
23 Karen Price
24 Tuesday Mills
25 Pat Santos
26 Sonya Wiley-Gremillion
27 Rick Webre
28 Gene Dunegan proxy to Taylor Moss
29 Mark Bennett proxy to Tommy Thibeaud
30 Dexter Accardo
31

32 **Members Excused:**

33 Dave Brown
34 Sandy Davis
35

36 **Members Absent:**

37 John Boudreaux
38 Skip Breeden
39 John Porter
40 Tab Troxler
41

42 **Guests:**

43 Jenny Constantin
44 Kate Landry
45

46 **II. APPROVAL OF MINUTES**

47

48 The minutes from the May 30, 2011 Board Meeting were reviewed and changed to reflect
49 Chris Guilbeaux as present at the meeting. Sonya Wiley-Gremillion moved to approve
50 the minutes, Jerry Monier seconded. The motion passed. The minutes from the July 15,
51 2011 minutes were also reviewed and properly accepted as approved.

52

53

54 **III. OFFICER REPORTS**

55

56 A. President –Robert Jump

57 Robert reported that the office had received a Thank you note from Deiters family
58 for the Eagle statue. Robert also reviewed the Conflict of Interest Statement in
59 the binder and asked that the Board sign and submit to the LEPA office. He also
60 commented that LEPA will be placing Save the Date cards for the 2012
61 Conference in the IAEM bags.

62

63 B. President Elect – Rick Webre

64 Rick reported that the Command College is currently in process. He reviewed the
65 documents basic checklist which is three pages long and explained that the
66 program is a booklet. It was adjusted to cover all LEM documentation. He posed
67 the question of will the Legacy LEM's be recertified or will revert to a basic
68 LEM. It was decided that Rick will give a formal proposal for the next meeting
69 and letters will need to go out for the LEM Basic. It was also noted that criteria
70 will be need to be added to the website. Sonya suggested that a Blast email needs
71 to be sent out to all members to look at the website for comments and comments
72 will be sent to Rick. She stated that the membership needs to know to look at the
73 website; this way the membership will be able to review the proposed changes to
74 the program. Rick stated he will send a proposal to the board before the next
75 board meeting in November. Jeff stated that no changes need to be made to the
76 bylaws regarding the new LEM Certification. The final command college exam
77 will be the final LEM recertification test. Rick will have everything final for the
78 next meeting for board to approve.

79

80 C. Treasurer – Eric Deroche

81 Balance of July 31, 2011 balance is 209,388.23. The conference cleared \$99,308.52
82 After the July meeting Eric, Robert, Sonya and Bland went to the bank and reviewed
83 the signature cards. Sonya made the motion to accept the Treasurer's report and
84 Dawson seconded. The motion successfully passed.

85

86 Robert explained to the board that they need to review any funds they might need
87 before the budget review meeting. Board will send ideas to Eric.

88

89 D. Executive Director's Report – Jennifer Constantin reported for Bland O'Connor

90

91 **V. COMMITTEE REPORTS**

92

93 A. AWARDS –Jerry Monier

94 Award applications will go out earlier than in 2011. He is thinking early January
95 2012. He also stated that he will work with the LEPA office to send out some
96 email blasts. He is going to aim at having everything ready for the April LEPA
97 meeting. He also stated that he will work with Jeff Meyers to make sure the
98 bylaws are correct and up to date for the awards.
99

100 B. CERTIFICATION – Robert Jump for Rick Webre
101 One Recertification and two LEM’s for initial were submitted to the office.
102 Recertification:

103 1. Jason Higginbotham, Director of Emergency Management
104

105 Initial:

106 1. John Thomas, City of Hammond Emergency Manager

107 2. Carl W. Hebert, Operations Branch Chief ESF-16
108

109 Robert placed a motion that all three to be approved. Dawson seconded. Motion
110 successfully passed.
111

112 C. CHARTER AND BYLAWS –Jeff Meyers

113 Jeff reported that the Bylaws need to be updated with the recent change for the
114 next LEPA meeting.
115

116 D. COLLEGE SCHOLARSHIP – Karen Price
117

118 Karen reported that the Committee met to review the scholarship opportunities.
119 Under current guidelines, only LSU graduates would be approved. Committee
120 met to review what would be comparable to the LSU minor or major degree.

121 Karen presented a spreadsheet that compares all of the programs. She then made a
122 motion to send a letter to the universities, and solicit them to look at their data to
123 see how our criteria and their program compare to our scholarship program.

124 Dawson seconded. Motion successfully passed.
125

126 Karen advised the committee would amend the selection process and application
127 program for future scholarships. Jeff advised that the by law states that all the
128 committee needed to do is present their report and no bylaws change needed to be
129 made.
130

131 E. HAZMAT ALLIANCE – Eric Deroche for John Porter

132 All scholarships applied for was awarded, full and partial. Eric has signed the
133 \$10,000 check that will be sent to Hotzone. John Porter will be stepping down
134 after this meeting and Sean LeFleur will replace John as co chair of the Hotzone
135 committee. John will bring Sean to the next LEPA meeting and make a formal
136 introduction. Dawson asked if an equal number of full and partials will be given,
137 and can they make sure they are equal in number. Eric stated that Hotzone sends
138 Eric and John the spreadsheet with the information and everyone applied received
139 the award.
140

141 F. LEGISLATIVE – Dexter Accardo

142 Nothing to report

143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190

- G. MEMBERSHIP –Tuesday Mills
Tuesday reported that Membership at the last meeting was 746 and now is at 752.
- H. NOMINATING – Rick Webre
Nothing to report
- I. WORKSHOP – Eric Deroche
In November and December, the LEPA office will be gearing up for the Workshop. The workshop will be the same format as in the past. Eric will work with GOHSEP to plan a half day update meeting as part of the workshop. That will be on Monday afternoon. Jerry stated that they are working to see if Thursday of the workshop will still offer a Hatzmat training. Planning 101 was well attended in 2010 and GOHSEP will work on that again in 2012. Golf Tournament will return in 2012.
- J. EMERGENCY MANAGER LEADERSHIP ACADEMY – Skip Breeden
No Report.

It was stated that the Second command college is being offered now and Robert is attending. GOHSEP will offer a three day planning course in November in Baton Rouge.

Skip Breeden presented the current Command College schedule and a tentative plan is Feb /March /April will be in Lafayette and May/June / July in Jefferson Parish.
- M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud
Pat Santos reported on the Regional Directors meeting that was held earlier this week.

VI. OLD BUSINESS

VII. NEW BUSINESS

- It was reported that the App contract is in the office for review for the LEPA app.
- Regarding Hazmat credentialing, it was suggested that the State Police need to take the lead on the credentialing. Liability was discussed as an issue.
- It was stated that the IDCE meeting held in New Orleans was coming up in January. Directors will have their meeting in conjunction with the IDCE meeting. They will take field trip to IDCE meeting.
- It was also discussed that the LEPA BOD meeting will be in January at Jackson Barracks. Rick will work with Chris on the January date, time and location.

191 Pat spoke with Mike Womack in Mississippi and sent an email to Alabama and Texas
192 regarding future GSHC. He stated that Mississippi wanted LEPA to host this year. Pat
193 will see all three in Austin and will discuss then.

194

195

196 **VIII. ANNOUNCEMENTS**

197

198 National 911 test call will be on November 9th.

199

200 John presented a plaque to Caddo parish and Robert Jump with a plaque for helping with
201 the floods.

202

203 Dawson thanked John for loaning Tigerdam for Tropical Storm Lee. Dexter thanked
204 GOHSEP and Skip for helping in the cleanup of a massive fish kill. Robert thanked Chris
205 and Pat for helping with the wildfires. Borrowing parish to parish is the way of the future.

206

207 Skip announced Oct 21-24 BRAHMAS training , and asked for it to be placed on the
208 website. It was also stated that the State Police Fundraiser for the United Way would be
209 Friday, October 28th.

210

211 The next meeting will be held November 18, 2011.

212

213 The meeting adjourned at 11:45 am on motion by Pat Santos.

214

215 Respectfully submitted,

216

217

218

219 Bland O'Connor

220 Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **November 18, 2011**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Robert Jump called the meeting to order at 10:15 am. Eric Deroche led the
10 pledge of allegiance and Robert Jump led the prayer. A quorum was present to conduct
11 business.
12

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

14 Dexter Accardo
15 John Boudreaux
16 Eric Deroche
17 Chris Guilbeaux
18 Robert Jump
19 Jeffrey Meyers
20 Jerry Monier
21 Gene Dunegan for Taylor Moss
22 Jim Polk
23 Karen Price
24 Dawson Primes
25 Pat Santos
26 Rick Webre
27 Sonya Wiley-Gremillion
28

29 **Members Excused:**

30 Skip Breeden
31 Dave Brown
32 Obie Cambre
33 Sandy Davis
34 John Porter
35 Tommy Thiebaud
36

37 **Members Absent:**

38 Tuesday Mills
39 Tab Troxler
40

41 **Guests:**

42 Bland O'Connor
43 Jenny Constantin
44 Melanie Talley
45

46 **II. APPROVAL OF MINUTES**

47

48 The minutes from the September 23, 2011 Board meeting were reviewed. Spelling
49 correction to Kayte's name correctly. A motion was made by John Boudreaux and
50 seconded by Dawson Primes to approve the minutes as corrected. The motion passed.

51

52 **III. OFFICER REPORTS**

53

54 A. President –Robert Jump

55

56 Robert thanked everyone for their willingness to serve.

57

58 B. President Elect – Rick Webre

59

60 No report.

61

62 C. Treasurer – Eric Deroche

63

64 Eric Deroche presented the September 30, 2011 financial statements (Attachment
65 1). Total assets September 30, 2011 were \$276,002.04. Total fund balances at
66 September 30, 2011 were \$266,402.04. For the Nine months ended September
67 30, 2011 receipts exceeded expenditures by \$114,744.42.

68

69 A motion was made by Sonya Wiley-Gremillion and seconded by Pat Santos to
70 accept the Treasurer's report. The motion passed.

71

72 D. Executive Director's Report – Bland O'Connor

73

74 No report.

75

76 **IV. COMMITTEE REPORTS**

77

78 A. AWARDS – Jerry Monier

79

80 Nothing new to report.

81

82 B. CERTIFICATION – Rick Webre

83

84 Rick asked if anyone has any concerns about the LEM-T beginning on January 1,
85 2012. At the moment, there is no renewal process for LEM-T, but re-validation
86 will be established on the same five year cycle. Up to four areas can be validated.
87 The price proposed is \$50 for LEM-T, \$100 for Basic and \$150 for Professional.

88

89 Pat Santos raised the issue of Command College funding shortfalls.

90

91 A motion was made by Rick Webre and seconded by Chris Guilbeaux to
92 trademark the LEM in Louisiana. The motion passed.

93

94 A motion was made by Rick Webre and seconded by Chris Guilbeaux for a \$50
95 certification fee and \$10 recertification fee for the LEM-T. A minimum of one
96 area and maximum of four can be held. The motion passed.
97
98 The LEM-Basic was discussed. Discussion of what credential people would be
99 renewed at from the original LEM. The decision was to have the LEM
100 Committee discuss the issue and make a recommendation.
101
102 A motion was made by Karen Price and seconded by Jeff Meyers to establish a
103 standing LEM Certification Committee of four members, plus the current LEPA
104 President. The motion was withdrawn.
105
106 The Committee of Rick Webre and Robert Jump to finalize the proposal for the
107 next meeting. Jeff Meyers was added to the Committee.
108
109 A motion was made by Dawson Primes and seconded by Chris Guilbeaux to
110 accept the program with recommended changes to go into effect January 1, 2012.
111 The motion passed.
112
113 A motion was made by John Boudreaux and seconded by Dawson Primes to
114 allow people re-certifying at the Basic level in 2012 to upgrade to the Pro level at
115 a price equal to the difference in cost between the two credentials during the year
116 2012. The motion passed.
117
118 C. CHARTER AND BYLAWS – Jeff Meyers
119
120 Jeff Meyers pointed out the Bylaws changes needed due to the change in fees for
121 the LEM.
122
123 A motion was made by Jeff Meyers and seconded by Jerry Monier for Jeff
124 Meyers to
125
126 A motion was made by Eric Deroche and seconded by Jim to amend Article VI,
127 page 5 to delete the words “...to the membership annually in the Newsletter.”.
128
129
130 D. COLLEGE SCHOLARSHIP – Karen Price
131
132 Waiting on Tulane.
133
134 E. HAZMAT ALLIANCE – Eric Deroche for John Porter
135
136 Nothing to report.
137
138 F. LEGISLATIVE – Dexter Accardo
139
140 Dexter reported on a litigation issue in his parish.
141
142 G. MEMBERSHIP – Obie Cambre for Tuesday Mills

143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191

At November 17, 2011, membership stood at 754.

H. NOMINATING – Rick Webre

No report.

I. WORKSHOP – Eric Deroche

Eric noted that the agreement with L’berge is a repeat for the upcoming May 7 – 10, 2012. A Workshop meeting was held immediately before the Board meeting and there is a lot of discussion on the Workshop focusing on government – industry interaction on emergencies in light of the oil and gas plays that are blanketing the State. Eric pointed out that locals in north Louisiana have very little experience in interacting with industry. The Committee will reach out to in order to gauge interest.

J. EMERGENCY MANAGER LEADERSHIP ACADEMY – Rick Webre

One is currently ongoing.

M. REGIONAL REPRESENTATION COMMITTEE – Sonya Wiley-Gremillion for Tommy Thiebaud

Sandy Davis is the new chair and Dick Gremillion is vice-Chair.

V. OLD BUSINESS

A. LEM BASIC PROGRAM REVIEW & NEW REQUIREMENTS

Nothing further on the program. Jenny Constantin reported that she has looked at the testing system that Rick Webre had found and reported on some of the site’s functionality.

A motion was made by Rick Webre and seconded by Jeff Meyers to approve Rick Webre working with the testing software company to begin to

VI. NEW BUSINESS

A. APPROVE BUDGET

Eric Deroche presented the proposed budget of \$173,150 in receipts and \$184,100 in expenditures, balanced by an \$11,000 withdrawal from reserves. Karen Price pointed out that the Scholarship budget for Students needs to be \$5,000.

A motion was made by Karen Price and seconded by Jeff Meyers to amend the proposed budget to provide for \$5,000 in Student Scholarships and approve the budget as amended. The motion passed.

192 Eric stated that the mid-year meeting will be under consideration for those years in
193 which we host the Gulf States. March was set as the drop-dead date for
194 determining if Louisiana will host.

195

196 **B. PRESIDENT TERM EXTENSION PROPOSAL**

197

198 Robert Jump suggested making the president's term two years.

199

200 A motion was made by Jerry Monier and seconded by Sonya Wiley-Gremillion for
201 the executive committee to review the pros and cons for establishing the
202 President's term to two years. The motion passed.

203

204 **C. DUES INCREASE PROPOSAL**

205

206 The issue of increasing dues was raised. Several voiced opposition to increasing
207 dues amounts at this time, particularly in light of the current strong financial
208 position.

209

210 **D. FEE INCREASE FOR LEM**

211

212 Jeff Meyers spoke for Karen Price in questioning why the LEM renewal fees are
213 not included in the bylaws. Karen suggested that all of the certification and re-
214 certification fees be removed from the bylaws.

215

216 A motion was made by Jeff Meyers and seconded by Jerry Monier and seconded
217 by

218

219 A motion was made by John Boudreaux and seconded Jerry Monier to remove all
220 reference to certification fees from the bylaws.

221

222 **VII. ANNOUNCEMENTS**

223

224 The next meeting will be held on a day in January to be determined and announced.

225

226 The meeting adjourned at 12:45 pm on motion by Pat Santos.

227

228 Respectfully submitted,

229

230

231

232 Bland O'Connor
233 Executive Director