

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **July 17, 2015**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
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9 President Dexter Accardo called the meeting to order at 10:01 am. Skip Breeden led the
10 prayer and Scott Whelchel led the pledge of allegiance. A quorum was present to
11 conduct business.

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

13 Skip Breeden
14 Amy Dawson
15 Eric Deroche
16 Gene Dunnegan attending for Taylor Moss
17 Kenneth Graham
18 Terry Guidry
19 Alan Hunsberger
20 Eric Deroche
21 Sean LaFleur
22 Jim Polk
23 Karen Price
24 Pat Santos
25 Rick Webre
26 Scott Whelchel
27 Sonya Wiley-Gremillion
28 Dawson Primes
29 Dexter Accardo proxy to Ken Graham
30 Christopher Guilbeaux proxy to Amy Dawson
31 Charles Hudson proxy to Jim Polk
32 Early Eues proxy to Eric Deroche
33 Joey Dugas
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35 **Members Excused:**

36 Kevin Davis
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38 **Members Absent:**

39 Robert Jump
40 Sandy Davis
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42 **Guests:**

43 Mike Manning
44 Lisa Vidrine
45 Hunt Downer
46 Jennifer Constantin
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49 **II. APPROVAL OF MINUTES**

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51 A motion was made by Eric Deroche and seconded by Skip Breeden to approve the
52 minutes of the May 4,2015 as presented. The motion passed.

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54 **II. OFFICER REPORTS**

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56 A. President –Scott Whelchel

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58 Scott welcomed all of the new board members and everyone introduced
59 themselves. Scott discussed the diversity of the board this coming year and how
60 that correlate to growing the membership to new fields. He encouraged everyone
61 on the board to look at the membership roster and reach out to those members that
62 might have lapsed.

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64 Scott discussed that himself and Dawson Primes, President Elect, will be working
65 together over the next two years to grow the organization. Some of the initiative
66 will be ongoing and not able to be completed in one year.

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68 B. President Elect – Dawson Primes

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70 Dawson seconded what Scot mentioned and would like for the board to engage in
71 their communities more. He encouraged the board to promote LEPA in all
72 capacities especially to the first responders.

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74 C. Treasurer – Eric Deroche

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76 Eric Deroche reported assets as of April 30, 2015 of \$240,060.04 and net assets of
77 \$240,124.62. Eric noted that this past year we operated at a loss and we will
78 probably operate at a loss again for the 2015 fiscal year.

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81 D. Executive Director – Jennifer Constantin on behalf of Bland O’Connor

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83 Jenny Constantin reported that the office will be converting LEPA to the new
84 association management software and website in the next few months.

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86 There was a discussion on the office working to update the LEPA website. Jenny
87 discussed that the website is part of the conversion process.

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89 On motion by Skip Breeden the report was accepted.

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98 **IV. COMMITTEE REPORTS**

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A. AWARDS – Amy Dawson

Amy stated there was nothing to report other than she will be working with the office to get the award application uploaded to the LEPA website so nomination can be made all year long.

B. CERTIFICATION – Rick Webre

Rick reported the following report.

The following individuals have submitted their application for certification:

- Robert Muller** , LEMT, President Emergency Management, Inc.
Qualified Under ESF 5 Emergency Management and ESF 8 Medical Services.
- Stuart Burruss**, LEMB, Louisiana National Guard
Qualified pending exam.
- Sean Hurley**, LEM Pro, Jefferson Parish Emergency Management
Qualified pending exam.
- Collin Arnold**, LEMB, New Orleans Office of Homeland Security and
Emergency Preparedness
Qualified pending exam.
- Paul Reeb**, LEMB, St. Tammany Parish Emergency Management
Not qualified, Missing curriculum sheet in LEM B Packet.
- Eric Pickering**, LEMB, Orleans Parish Deputy Operations Section Chief
Qualified pending exam.

The following individuals have submitted their application for re-certification:

- Robert Muller** , LEMB, President Emergency Management, Inc.
Qualified Pending Exam.
- Gina Meyers**, LEMB, Plaquemines Parish, Superintendent of EMS
Qualified under LEM Pro pending exam, but basic if chooses not to test.

Rick discussed the board approve the LEM’s based on the qualifications being met, Alan Hunsberger made a motion to approve and the motion was seconded by Jim Polk.

Scott discussed the opportunity that LEPA has with the LEM and how under promoted the exam is within the state of Louisiana. The LEPA office will look into who IAEM uses for the online CEM exam packet. Rick discussed hoping to have the LEM turned into an online exam by the end of the year. Currently the LEM application packet is located on the LEPA website but it is not an online application. Eric will also get a proposal from a company he has worked with in the past to redesign the LEPA website, create a LEPA app and create an online LEM application.

147 C. CHARTER AND BYLAWS

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149 Eric discussed making an increase in the LEPA dues \$15.00 from the current
150 membership pricing. Alan will review the current bylaws and report back to the
151 next meeting. In order to have the increase go into effect this year when dues
152 renewals go out in November, the board would need to vote at the September
153 meeting.

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155 D. COLLEGE SCHOLARSHIP –Karen Price

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157 Karen discussed that the members on the scholarship committee (Gene Dunnegan
158 and two other LEPA members) would like to know what will happen if the
159 scholarship committee goes away. Scott and the board discussed not getting rid of
160 the scholarship program but doing a revamping of the actual duties of the
161 committee since there are no actual scholarships to be given out anymore. The
162 scholarship committee and membership committee will work together to reach out
163 to the universities and see where we can promote the organization within the
164 university programs. Scott would like to be involved in those initiatives.

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166 They will try and have a virtual meeting before the next LEPA board meeting.

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168 E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas

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170 Sean discussed the Hazmat Alliance day at the 2015 LEPA Workshop. Sean and
171 Joey are looking for topics for the 2016 Hazmat class at the workshop but they
172 might be interested in offering an outside venue or a track.

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174 Sean discussed the LEPA website and how some of the information under the
175 Hazmat tab is outdated. Sean will work with the LEPA office to update the
176 information. One of the items on the LEPA website is the Louisiana Mutual Aid
177 System Document. It was discussed that this document should be removed from
178 the website since LEPA does not maintain the list.

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180 Alan made a motion for the Hazmat Alliance Committee to present by-laws
181 changes to the By Law committee to have the by-laws updated to reflect the
182 current state of the Hazmat Alliance and LEPA. Amy seconded the motion and
183 the motion passed.

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185 F. LEGISLATIVE – Scott Whelchel and Guest Hunt Downer

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187 Scott discussed the possibility of the LEPA board doing more from an association
188 standpoint and have a voice for calling on certain initiatives. One obvious topic is
189 the fact there is no funding for emergency management. The association as a
190 whole has an opportunity to be involved while recognizing that certain members
191 are prohibited from participating in legislative activity.

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193 Hunt discussed that situational awareness is important when discussing the
194 legislature. A motion was made by Scott to form a strategic planning committee
195 as an adhoc committee. Hunt and Scott will work together on this committee.

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The LEPA office will order two of the PAR guide to the legislature books for the office.

G. MEMBERSHIP – Mike Manning and Skip Breeden

Skip discussed the membership committee will look at who the LEPA members are and what demographics make up the LEPA membership. The committee will work on developing talking points and having them placed on the LEPA website. The membership committee will look at who LEPA is and what is the mission of the organization.

The committee will look at the universities and how LEPA can get in front of the students. LEPA has a student membership that is under promoted. Looking at ways to get first responder groups to the workshop, such as Fire Department, EMS and Police.

H. NOMINATING – Dawson Primes

Nothing to report.

I. WORKSHOP – Eric Deroche

Eric discussed the 2015 workshop and evaluations the workshop committee received. Some attendees were not happy with the facility and through the cost of the restaurant F&B was too expensive. Scott and Eric discussed the 2016 Workshop merging with the 2016 GOHSEP Directors Meeting. LEPA would be the Monday – the afternoon on Wednesday and GOHSEP will be the Wednesday afternoon and whole day on Thursday. The Workshop committee, P&N office and GOHSEP will meet to review and work out of the details for the upcoming meeting.

Eric will review the 2016 Workshop contract and in particular the hotel room commitment and the meeting space for Thursday of the workshop.

J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues

No report.

V. OLD BUSINESS

None.

241 **VI. NEW BUSINESS**

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243 Pat Santos discussed the possibilities of LEPA merging with the revised IDCE
244 conference in 2017 and future years. The conference will now be called the
245 International Resiliency Conference.

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247 Skip Breeden discussed the possibilities of LEPA hosting or participating in other
248 training throughout the year and around the state of Louisiana.

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251 **VII. ANNOUNCEMENTS**

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253 Jim Polk and Rick Webre will be speaking at the Industrial Conference 2015 at LSU-
254 FETI.

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257 The board decided that the next meeting which will be held on Friday September 11th
258 will be a longer meeting. The meeting room will be blocked from 10:00 am – 3:00
259 pm.

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262 **VIII. ADJOURNMENT**

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264 The meeting adjourned at 12:28 pm on motion by Eric Deroche and second by Jim Polk.

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267 Respectfully submitted,

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271 Bland O'Connor
272 Executive Director