I. CALL TO ORDER

President Andy Mosher called the meeting to order at 10:17 am. Jerry Monier led the pledge of allegiance and Don Majure led the prayer. A quorum was present to conduct business.

Members Present in Person or Proxy:
- John Boudreaux
- Pat Santos for Mark Cooper
- Eric Deroche
- Chris Guilbeaux
- Alan Hunsberger
- Robert Jump
- Don Majure
- Jeffrey Meyers
- Tuesday Mills
- Dewayne White for Ralph Mitchell
- Jerry Monier
- Cindy Montz
- Andy Mosher
- Michael Murphy
- John Porter
- Karen Price
- Vicki Travis for Dawson Primes
- Pat Santos
- Sonya Wiley

Members Excused:
- Mike Deroche
- Dave Brown

Members Absent:
- Dick Gremillion

Guests:
- Gene Dunegnan
- Bland O’Connor
- Ashley Politz
- Jolie Howard
II. APPROVAL OF MINUTES

The minutes from the December 12, 2008 meeting were reviewed.

A motion was made by Jerry Monier and seconded by Robert Jump to approve the December 12, 2008 minutes. The motion passed.

IV. OFFICER REPORTS

A. President – Andy Mosher

Andy complimented the progress of the workshop committee.

B. Treasurer – Don Majure

Don presented the December 31, 2008 financial statements (Attachment 1) reporting assets of $206,850.31, total fund balances of $170,478.11. A motion was made by Eric Deroche and seconded by Robert Jump to accept the Treasurer’s report as presented. The motion passed.

C. Executive Director’s Report – Jolie Howard

Jolie reported that the workshop brochures and exhibitor packets would be online within the week and that 2nd dues renewals notices had gone out.

V. COMMITTEE REPORTS

A. AWARDS – Sonya Wiley

Sonya reported that nominations were steadily coming in and that a second blast email reminder would go out soon.

B. CERTIFICATION – Robert Jump

The Certification committee has reviewed one (1) LEM application since our last Board meeting. The applicant submitted the complete applications under the provisions of the program. The application was reviewed and deemed to be complete and demonstrates the requisite experience, has signed the Code of Conduct and is pending 2009 membership dues.
The Committee recommends the LEPA Board approve LEM Certification for the following:

Francis Hymel

Robert Jump requested a leave of absence as the LEM committee to enter the police academy on March 6. Mike Murphy will take his place as committee chair.

Jerry Monier moved to approve those recommended, seconded by Eric Deroche. The motion passed.

C. CHARTER AND BYLAWS – Jeff Meyers

No changes or updates to the bylaws since the last meeting.

D. COLLEGE SCHOLARSHIP – Karen Price

Karen inquired about scholarship availability for the UNO Executive Leadership Program, and it was agreed that the program would not be eligible. She reminded everyone that the deadline for applications was March 31.

E. HAZMAT ALLIANCE – John Porter

John reported that he is working to secure an offsite location and transportation for HazMat Day, and a possibility is Calcasieu Parish Firing Range. He will also try to get a sponsorship for a drinks and a tent, and offered that LEPA could help with refreshments. He also said that HOTZONE will be held at the Crown Plaza by the Astrodome in Houston.

F. LEGISLATIVE – Sonya Wiley and Eric Deroche

GOHSEP is working on post-Legislation to become more uniform across the state.

Annual Directors Joint Workshop – 59 of 64 parish directors attended, with 6-7 bringing assistant directors as well. LEPA supported the event and provided refreshments, and also passed out membership/workshop registration forms. We also provided education regarding the association in the hope that it will generate members.

Pat officially thanked LEPA for their support on GOHSEP’s behalf.

Tuesday commented that she thought the GOHSEP Conference was the best yet.

G. MEMBERSHIP – Alan Hunsberger

Total membership for 2009 was at 512. Alan reported that we probably won’t see the numbers we had last year and that more people will move from corporate to individual memberships.
H. NEWSLETTER – Jerry Monier

Jerry reported that we have not received very many newsletter articles. GOHSEP has a newsletter that is published every two (2) months, and he suggested that LEPA may want to try and tie in with theirs, or consider decreasing the number of newsletters each year. Jeff, Eric and Tuesday all agreed that a joint newsletter could give LEPA more exposure and potentially increase membership. Concern was raised about combining the two because there are people that want to keep GOHSEP and LEPA separate. It was suggested that we propose that LEPA have a section in the GOHSEP newsletter and that we would have control over the content. Jerry will investigate and report back to the board.

He also said that there would be a preconference newsletter.

I. NOMINATING – Jerry Monier

Jerry reported that John, Alan, Mike, Don, Chris and Karen were up for re-election. There are 6 spots to fill and 12 nominees are needed so that each spot can be double-slated. He said that an email would go out at the end of the month to call for nominations.

It was suggested that we look at using a site such as Survey Monkey next year, and that the appropriate changes to the by-laws would need to be made.

J. WORKSHOP – Eric Deroche

Eric reviewed the preliminary agenda. Vendor/Sponsor packets will go out next week and we can have up to 50. He suggested that the board have some packets to hand out personally. The workshop brochure would go out soon.

GOHSEP is still trying to determine what the pre-conference training course will be. EM 101 will focus on emergency procurement procedures.

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Chris Guilbeaux

Chris proposed that we hold programs for parish leaders twice a year that would in essence be a survival guide for the year. He also would like to consider an executive level type program. It was also suggested that after the 2009 workshop we look at where we want to go with training over the next few years.

M. REGIONAL REPRESENTATION COMMITTEE – John Boudreaux for Dick Gremillion

The GOHSEP Annual Director’s Workshop was very successful and productive.
VI. OLD BUSINESS

A. Website.

Bland reported on web-portal based association management types of software.

VII. NEW BUSINESS

A. Support for GOHSEP Initiatives

The board was asked how they feel about offering additional support for GOHSEP events. No one was in opposition however concerns were raised about being cautious of how this would be perceived and that other groups may begin asking for support as well. It was suggested that we establish a cap, policy, and criteria and that we look at recurring events.

B. Proposed Policies for New IRS Tax Requirements

Bland reported on the new form 990 information return to the IRS. The IRS is concerned regarding governance practices for these types of returns and changes were effective 12/31/2008.

The IRS loosened up filing requirements for the 990EZ, and if assets are less than 2.5 million and expenses are less than 1 million you are eligible to file. We will plan to file the 990EZ this year.

Bland suggested that the board look over the new questions, and stated that he has worked on developing sample and modified policies to apply to LEPA. No action was requested today, he asked that they read over and review and discuss/modify for the next board meeting.

He asked that we add this to the next board meeting agenda to vote to accept/amend/deny.

C. International Association of Emergency Managers

It was reported that their objective was to reach out to state associations and that LEPA may have a position in the group. More information will be provided at the next board meeting.

D. Louisiana Motor Trucking Association

They want a statewide credentials method and it was asked if LEPA was interested in discussing. The concensus was no.
VIII. ANNOUNCEMENTS

The next meeting will be held on Friday, April 3, 2009 at 10:00 am at the L'Auberge Du Lac Casino Resort in Lake Charles.

Motion to adjourn was made by Sonya Wiley and seconded by Alan Hunsberger. The motion passed. The meeting adjourned at 11:32 am.

Respectfully submitted,

Jolie Howard
Association Coordinator
LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 3, 2009
LAKE CHARLES, LOUISIANA
MEETING MINUTES

I. CALL TO ORDER

President-elect Jerry Monier called the meeting to order at 10:00 am. Jerry Monier led the pledge of allegiance and Don Majure led the prayer. A quorum was present to conduct business.

Members Present in Person or Proxy:
  John Boudreaux
  Dave Brown
  Pat Santos for Mark Cooper
  Eric Deroche
  Tommy Thibaut for Dick Gremillion
  Chris Guilbeaux
  Alan Hunsberger
  Don Majure
  Jeffrey Meyers
  Gene Dunegan for Ralph Mitchell
  Tuesday Mills
  Jerry Monier
  Cindy Montz
  Michael Murphy
  John Porter
  Karen Price
  Dawson Primes
  Pat Santos
  Sonya Wiley

Members Excused:
  Andrew Mosher
  Robert Jump

Members Absent:
  Mike Deroche

Guests:
  Steve Burr
  Jason Hinton
  Nancy Majure
  Jim Polk
  Bland O’Connor
  Jolie Howard
II. APPROVAL OF MINUTES

The minutes from the February 6, 2009 meeting were reviewed and approved.

IV. OFFICER REPORTS

A. President – Jerry Monier for Andy Mosher

No report.

B. Treasurer – Don Majure

Don presented the February 28, 2009 financial statements (Attachment 1) reporting assets of $210,769.15 and total fund balances of $207,116.95. A motion was made by John Boudreaux and seconded by Eric Deroche to accept the Treasurer’s report as presented. The motion passed.

C. Executive Director’s Report – Bland O’Connor

Bland called the Board’s attention to the three proposed policies to address governance questions on the new IRS Form 990. The policies included in the Board binders included a proposed Whistleblower Policy, Conflicts of Interest Policy and Document Retention and Destruction Policy.

V. COMMITTEE REPORTS

A. AWARDS – Sonya Wiley

Sonya reported.

B. CERTIFICATION – Michael Murphy

The Certification committee has reviewed eight (8) LEM applications since our last Board meeting. All applications were reviewed and deemed to be complete and demonstrate the requisite experience, have signed the Code of Conduct and have also submitted the appropriate fees.

The Committee recommends the LEPA Board approve LEM Certification for the following:

Duval Arthur
John Boudreaux (recertification)
Randall B. Bradford
Larry Gill
Kyle Jones (pending execution of code of conduct pledge)
Fred McAnn (recertification)
Dale Powell
Joe Paul Stevens
Jerry Monier moved to approve those recommended, seconded by Eric Deroche. The motion passed.

C. CHARTER AND BYLAWS – Jeff Meyers

No changes or updates to the bylaws since the last meeting. Jeff will work on changes to allow electronic voting for future elections.

D. COLLEGE SCHOLARSHIP – Karen Price

E. HAZMAT ALLIANCE – John Porter

F. LEGISLATIVE – Sonya Wiley and Eric Deroche

G. MEMBERSHIP – Alan Hunsberger

Total membership at 650. Alan expects membership numbers to be stronger by the time of the Workshop.

H. NEWSLETTER – Jerry Monier

I. NOMINATING – Jerry Monier

J. WORKSHOP – Eric Deroche

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Chris Guilbeaux

Nothing specific to report.

M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thibaut for Dick Gremillion

No report.

VI. OLD BUSINESS

None
VII. NEW BUSINESS

A. Louisiana Girls State Contribution

A motion was made by and seconded by to make a $500 contribution to Louisiana Girls State. The motion passed.

B. Strategic Planning Retreat

The Retreat will be held at the Joint Emergency Services Training Center on July 16 and 17, 2009.

C. Vote on Proposed Policies for IRS Filing Requirements

Voting was deferred to a future Board meeting pending closer review of proposed policies and consideration of any bylaw implications.

D. Letter of Support for Chris Calbert’s Nomination for US Marshall

A motion was made by John Boudreaux and seconded by for LEPA to submit a letter of support for Chris Calbert’s nomination for US Marshall. A roll call vote was taken:

John Boudreaux - Yes
Dave Brown - Yes
Pat Santos for Mark Cooper - Abstain
Eric Deroche - Yes
Chris Guilbeaux - Abstain
Alan Hunsberger - Yes
Don Majure - Yes
Jeffrey Meyers - Abstain
Gene Dunegan for Ralph Mitchell - Abstain
Tuesday Mills - Yes
Jerry Monier - Abstain
Cindy Montz - Abstain
Michael Murphy - Abstain
John Porter - Abstain
Karen Price - Abstain
Dawson Primes - Yes
Pat Santos - Abstain
Sonya Wiley - Yes

E. Constant Contact Email Software

A discussion of using an enhanced email software, Constant Contact, for an additional monthly cost of $15 as part of a shared fee with other association clients of P & N Association Management was discussed. A motion was made by Jerry Monier and seconded by Eric Deroche to approve the expenditure for future use. The motion passed.
VIII. ANNOUNCEMENTS

The next meeting will be held on Monday, May 4, 2009 at 3:30 pm at the Workshop in Lake Charles.

The meeting adjourned at 12:00 noon.

Respectfully submitted,

H. Bland O’Connor, Jr.
Executive Director
I. CALL TO ORDER

President Andy Mosher called the meeting to order at 10:00 am. Jerry Monier led the pledge of allegiance and Don Majure led the prayer. A quorum was present to conduct business.

Members Present in Person or Proxy:

- John Boudreaux
- Dave Brown
- Pat Santos for Mark Cooper
- Eric Deroche
- Chris Guilbeaux
- Alan Hunsberger
- Don Majure
- Jeffrey Meyers
- Dewayne White for Ralph Mitchell
- Tuesday Mills
- Jerry Monier
- Cindy Montz
- Andrew Mosher
- John Porter
- Karen Price
- Dawson Primes
- Pat Santos
- Tommy Thiebaud
- Sonya Wiley

Members Excused:

- Michael Murphy
- Robert Jump

Members Absent:

- Mike Deroche

Guests:

- Skip Breeden
- Jim Bridges
- Gene Dunegan
- Chief Lee Cahanin
- Todd Hess
- Jim Polk
II. APPROVAL OF MINUTES

The minutes from the April 3, 2009 meeting were reviewed and approved.

IV. OFFICER REPORTS

A. President – Andy Mosher

Things have been very interesting for the past few weeks. The golf tournament was very successful.

B. Treasurer – Don Majure

Don presented the March 31, 2009 financial statements (Attachment 1) reporting assets of $245,942.95 and total fund balances of $237,202.95. Year-to-date receipts are $85,843.27 and expenditures are 19,697.22. A motion was made by John Boudreaux and seconded by Eric Deroche to accept the Treasurer’s report as presented. The motion passed.

C. Executive Director’s Report – Bland O’Connor

No report.

V. COMMITTEE REPORTS

A. AWARDS – Sonya Wiley

Sonya reported that awards will be presented tomorrow night.

B. CERTIFICATION – Andy Mosher for Michael Murphy

The Certification committee has reviewed four (4) LEM applications since our last Board meeting. All applications were reviewed and deemed to be complete and demonstrate the requisite experience, have signed the Code of Conduct and have also submitted the appropriate fees.

The Committee recommends the LEPA Board approve LEM Certification for the following:

Russell Adams
Matthew Knoblauch (pending resolution of a certification committee issue)
James Polk
Jason Tastet

Two candidates require further discussion and review of the certification process will be addressed in the July meeting of the Board of Directors. Those candidates are John Sells and Gray Young.
A motion was made by John Boudreaux seconded by Tuesday Mills to approve the Committee’s recommendation. The motion passed.

C. CHARTER AND BYLAWS – Jeff Meyers

Jeff Meyers presented a recommended bylaws change to Article IV, Paragraph 2, Page 3.

*The existing language is:*

Election of the directors shall be by ballot mailed to all the active members. The membership shall receive a brief resume of the nominees and a ballot to be completed with names offered or write-in names as the members so desire. A self-addressed stamped ballot shall be provided for the convenience of the membership, and the ballot must be postmarked no later than the established deadline in order to be counted. The nominees receiving the most votes shall be elected.

*The proposed language is:*

Election of the directors shall be by an online electronic ballot by the active members. The membership shall receive a brief resume of the nominees electronically by email with a notice to vote online at a secured and validated website by an established deadline. At the time of new membership or membership renewal, a member may choose to elect to vote by U.S. Postal Service Mail. If so, a self-addressed stamped ballot shall be provided for the convenience of that member and the ballot must be postmarked no later than the established deadline in order to be counted. The nominees receiving the most votes shall be elected.

A motion was made by Jeff Meyers and seconded by Pat Santos to adopt the proposed language. A discussion ensued and the following language was proposed to replace the first two sentences of the amendment so as not to restrict the method of electronic communication and balloting:

“Election of the directors shall be by an electronic ballot by the active members. The membership shall receive a brief resume of the nominees electronically with a notice to vote electronically by an established deadline.”

A motion was made by Jeff Meyers and seconded by John Boudreaux to adopt the amended with the changes proposed. The amended proposal passed.

D. COLLEGE SCHOLARSHIP – Karen Price

A full time scholarship of $1,500 and a $500 part time scholarship will be awarded. The two scholarships will be awarded tomorrow night. Karen stated that she would like to add discussion of scholarships and the overall scholarship program to the strategic planning retreat agenda.
E. HAZMAT ALLIANCE – John Porter

John Porter reported that Hazmat Day is ready to go with chemicals donated for explosions.

F. LEGISLATIVE – Sonya Wiley and Eric Deroche

Proposed legislation has been and will continue to be monitored and the membership will be notified as needed for action. John Boudreaux moved and Tuesday Mills seconded voting on opposing HB 340 as written at 5-4-2009 by email or verbal recorded vote of the Board by Thursday, May 7, 2009. The motion passed with Jerry Monier’s abstention.

A discussion ensued regarding the consideration of forming a separate organization of parish emergency managers to address matters of this nature.

HB 279 is also being scrutinized. SB 140 amends the definition of careless handling of chemicals, lowers fines and limits small business liability.

G. MEMBERSHIP – Alan Hunsberger

Total membership at 733. An all time high in membership was achieved last year and this year should also be a good year.

H. NEWSLETTER – Jerry Monier

The Spring Newsletter, the first joint GOHSEP and LEPA newsletter is out and more are expected. Jerry is looking for a chair as of July 1, 2009.

I. NOMINATING – Jerry Monier

Elections were held and the results are as follows:

Karen Price  180  Elected
Rick Webre    173  Elected
John Boudreaux 162  Elected
Dexter Accardo 150  Elected
Tab Troxler   128  Elected
Obie Cambre   117  Elected
Jim Polk      109  First Alternate
Alan Hunsberger 103  Second Alternate
John Thomas   81
Chris Guilbeaux 78
Keith Cranford 62
Scott Hess    47

A motion made by Jerry Monier and seconded by Sonya Wiley to accept the election and results and destroy the ballots. The motion passed.
J. WORKSHOP – Eric Deroche

The current Workshop is a high-water mark for pre-registration numbers. Furthermore, every year since 2006 we have seen an increase in registrations. It is getting difficult to find appropriate venues for the Workshop. The swine flu has had an impact on the programming that will be actually delivered for the Workshop.

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Chris Guilbeaux

An MD will be included in the program tomorrow.

M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud

No report.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

A. Officers

John Boudreaux nominated Dawson Primes for president-elect. The motion was seconded by Tuesday Mills. Nominations were closed and Dawson Primes was elected.

Don Majure nominated Eric Deroche for Treasurer. The motion was seconded by Sonya Wiley. Nominations were closed and Eric Deroche was elected.

VIII. ANNOUNCEMENTS

Jerry Monier noted that topics of discussion for the Strategic Planning Retreat on July 16 and 17, 2009, would include LEM Certification, the Scholarship Program, and 990 Policies.

Don Majure moved that the meeting be adjourned and the meeting adjourned at 4:25 pm.

Respectfully submitted,

H. Bland O’Connor, Jr.

Executive Director
I. CALL TO ORDER

President Jerry Monier called the meeting to order at 10:10 am.

Members Present:
  Dexter Accardo
  John Boudreaux
  Obie Cambre
  Pat Santos for Mark Cooper
  Eric Deroche
  Robert Jump
  Jeffrey Meyers
  Tuesday Mills
  Jerry Monier
  Cindy Montz
  Andrew Mosher
  Michael Murphy
  Karen Price
  Pat Santos (joined in the afternoon)
  Rick Webre
  Sonya Wiley

Members Absent:
  Dave Brown
  Ralph Mitchell
  John Porter
  Dawson Primes
  Tommy Thiebaud
  Tab Troxler

Guests:
  Bland O’Connor
  Jolie Howard

II. INTRODUCTION AND OUTLINES

Jerry discussed the reason for getting together as developing a five year plan for the Association. New Board members Rick Webre, Obie Cambre and Dexter Accardo were introduced.

Dexter Accardo has been appointed Legislative Chair. Sonya Wiley and Eric Deroche will chair the Workshop.
Robert Jump will chair LEM Certification. Jeff Meyers will chair Charter and Bylaws. Karen Price will chair Scholarship. Tuesday Mills will chair Membership. Michael Murphy will chair Newsletter and Communications. Dawson Primes will chair the Nominating Committee.

Sonya Wiley and Jerry Monier both attended the Louisiana Girls State program. This was the first year that Girls’ State included Emergency Management into their project mix. Sonya made a presentation to the Group and they judged the girls’ presentations at the end of the day. Jerry voiced enthusiasm for seeing young people as engaged in emergency management as the Girls’ State participants were. Next year Boys’ State will add Emergency Management to its curriculum and we will partner with them as well.

Jerry challenged the group to try over the next day and a half to chart a realistic course for LEPA for the next five years.

John Boudreaux mentioned putting together a local emergency managers’ group to address legislative concerns. An in-depth discussion ensued regarding legislative and advocacy concerns for specific segments within LEPA.

Eric Deroche brought up the issue of having a midyear continuing education or current events workshop separately from the annual workshop. Tuesday Mills suggested several mini-symposiums on basic emergency management, LEM/CEM accreditation, degree management, grant writing, etc. Eric suggested looking at various delivery methods such as podcasting.

Dexter Accardo brought up the subject of Mutual Aid and stressed that LEPA needs to actively engage its membership to thrive. Jerry spoke of case studies being a very powerful way of communicating and training. Andy pointed out that the state has a tremendous amount of resources and the private sector also has significant resources. Eric pointed out that LEPA has more opportunity for stronger partnership with GOHSEP and other organizations.

Rick Webre challenged the group to identify the five critical functions of LEPA. John Boudreaux pointed out that Andy’s networking theme is a key value delivered by LEPA. Cindy Montz pointed out that field delivery of courses is also a key and the training provides the networking opportunities. John suggested that we need to have localized or regional networking meetings.

1. Networking, relationship building and information sharing.
2. Professional training and development and certification.
3. Executive level outreach (note the 8 hour orientation for all newly elected officials).

Jerry wants to develop a monthly email to membership telling them what is happening with LEPA.

A discussion ensued of a summit meeting for representatives of all associations in the state to discuss emergency preparedness.
Also discussed were holding a Membership meeting at Workshop, hand out suggestion sheets and have them be turned-in on the way out of the meeting.

Also discussed was insuring against future meeting cancellations for things such as H1-N1 outbreaks and similar eventualities.

**NETWORKING – INFORMATION SHARING**

Identify
Increase opportunities for networking (Mid-year meeting in 2010, Workshop(s))
Pod casts
Social networking (cyber)
Website update
Status of Association
Networking
Member profiles
Holiday Social

**LEADERSHIP – PROFESSIONAL DEVELOPMENT**

Certification – continuing education, what will be accepted
Scholarships
Educational opportunity (relates to networking)
Recruitment to the profession
Sustainment of the profession
Develop a guidance program document for training required for each position (recommended curriculum)  Mandated vs recommended
By end of calendar year 2010 add a second midyear conference.

**LEM**

Discussion of strengthening the criteria, perhaps requiring a full application from all.
Perhaps LEPA needs to define what “Comprehensive Emergency Management experience” and “emergency management training” really is and perhaps other terms.
Discussion also ensued regarding doing away with the Grandfather Clause.
It was noted that reminders needed to be sent on LEM renewal.

Definition of terms
Grandfather sunset
Award certification only twice per year

**Benchmarks for LEM:**

1. Clear picture of what the requirements are to the Board.
2. Tie training programs into LEM.
3. Digital application
SCHOLARSHIPS

Liberalizing the specifications for the post-secondary scholarships (expansion of the academic criteria) was discussed and is being worked on.

Also discussed were HotZone scholarships vs LEPA Workshop scholarships vs adding Regional Workshops.

Benchmarks for Scholarships:
1. Maintain $5k and $8k student and Hotzone scholarships.
2. Establish a LEPA Workshop scholarship

TRAINING

Rick Webre distributed a handout as a visual aid for an Institutional Level of Training model for LEPA and the State.

A Training resource page needs to go up on the website.

Is there anything LEPA is uniquely suited to provide and is not readily available elsewhere?

Benchmarks for Training:
1. Define the goal (3 to 6 months)
2. Link into LEM
3. Website benchmarks – Links developed
4. Identify training hierarchy on website

MEMBER SERVICES/LEGISLATION

Issues requiring attention include:
1. Website,
2. Membership Form
3. Demographic information captured about members
4. Mid-year symposium,
5. Public information officer symposium.

WEBSITE

Cascading style sheets
Mobile devices
Calendar of Events (central location for all training)
Click on something and get LEPA’s recommendation on how to achieve competence at a certain level…course work or training for accomplishing a skill set.

Bland must provide a status report on the web-portal association management system (“AMS”) in September and a recommendation is due at the December 11 meeting.
COMMUNICATIONS/MARKETING
What associations do we need to send an olive branch to?
Discussion ensued on obtaining a legislative monitor.

EXECUTIVE OUTREACH BENCHMARKS
Key legislative representatives
Legislative orientation
Command college
Plug into existing outreach/orientation programs
Develop a consistent message from LEPA that communicates the diverse landscape
Make it a Workshop module that then gets updated every year so it is evergreen
We need to position LEPA as the standard-bearer professional certification association of emergency management professionals within the State of Louisiana.

Respectfully submitted,

H. Bland O’Connor, Jr.
Executive Director
LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
July 17, 2009  
JOINT EMERGENCY SERVICES TRAINING CENTER (JESTC)  
ZACHARY, LOUISIANA  
MEETING MINUTES

I. CALL TO ORDER

President Jerry Monier called the meeting to order at 11:03 am. Pat Santos led the pledge of allegiance and Jerry Monier led a moment of silence. A quorum was present to conduct business.

Members Present in Person or Proxy:
Dexter Accardo
John Boudreaux
Pat Santos for Mark Cooper
Eric Deroche
Robert Jump
Jeffrey Meyers
Gene Dunegan for Ralph Mitchell
Tuesday Mills
Jerry Monier
Cindy Montz
Andrew Mosher
Michael Murphy
Karen Price
Pat Santos
Rick Webre
Sonya Wiley

Members Excused:
Dave Brown
Obie Cambre
John Porter
Dawson Primes
Tab Troxler

Members Absent:
Tommy Thiebaud

Guests:
Bland O’Connor
Jolie Howard

II. APPROVAL OF MINUTES

The minutes from the May 4, 2009 meeting were reviewed and approved.
IV. OFFICER REPORTS

A. President – Jerry Monier

Things have been very interesting for the past few weeks. The golf tournament was very successful.

B. Treasurer – Eric Deroche

Eric presented the May 31, 2009 financial statements (Attachment 1) reporting assets of $280,014.77 and total fund balances of $275,644.77. Year-to-date receipts are $159,922.07 and expenditures are $55,458.17. Eric pointed out that the bill for the Workshop had not processed at May 31, 2009.

A motion was made by Sonya Wiley and seconded by Andy Mosher to accept the Treasurer’s report as presented. The motion passed.

C. Executive Director’s Report – Bland O’Connor

Bland informed the Board that Jolie Howard had notified him this morning that she will be leaving the employ of Postlethwaite & Netterville to accept a different opportunity and pursue an additional degree. Everyone expressed regret and thanks to Jolie for her service and she departed to attend to other responsibilities.

V. COMMITTEE REPORTS

A. AWARDS – Cindy Montz

No report.

B. CERTIFICATION – Robert Jump

The Certification committee has reviewed eighteen (18) LEM applications since the last Board meeting.

The Committee recommends the LEPA Board approve LEM Certification for the following:

Henrietta T. Alleman – Emergency Management Coordinator, EBR Mayor’s OHSEP
Rodney E. Bailey – Lieutenant, Platoon Commander/Emergency Manager, NOPD
David Barnett Dysart – Director, St. Bernard Parish OHSEP
David W. Glass – Chief of Fire Prevention, Shreveport Fire Department
Frank Graff, III – EMS-Designated Regional Coordinator, DHH Region I, DHH Bureau of EMS
Michael Scott Greeson – Assistant Director, Training, Claiborne Parish OHSEP
Heather M. Hillard – Program Monitor Strategic National Stockpile, State of Louisiana
Charles M. Hudson – Deputy Director, Jefferson Parish Emergency Management
The Committee recommends that the following be required to submit a full application and that the reapplication fee be waived:

- Eric Benoit
- David J. Hash
- John Sells
- Gray Young

The Committee recommends that Joshua S. Dubach be required to render a supplemental submission of emergency management training. His 57 hours of FEMA training is accepted, but his technical hours do not meet the emergency management training criteria, leaving him 43 hours short.

A motion was made by Robert Jump seconded by Sonya Wiley to approve the Committee’s recommendation. The motion passed.

A motion was made by Robert Jump and seconded by Dexter Accardo to discontinue the acceptance of LEM applications under the provisions of the Grandfather Clause, effective immediately. Applications postmarked prior to today will be processed. The motion passed.

It was noted that LEM new applications will in the future be considered only twice per year, dates to be established by the Committee.

The Office needs to send notification letters to all people that are due to expire that they need to apply for recertification.

C. CHARTER AND BYLAWS – Jeff Meyers

A discussion ensued on removing the Health and Medical Committee from the bylaws.

D. COLLEGE SCHOLARSHIP – Karen Price

No action needed at this time.

E. HAZMAT ALLIANCE – Eric Deroche for John Porter

For the upcoming Workshop Eric and John will attempt to get Frank Docimo as the primary speaker for Hazmat Day.
F. LEGISLATIVE – Dexter Accardo

Dexter will speak with a lobbyist about providing some sort of monitoring service to LEPA for legislative monitoring.

G. MEMBERSHIP – Tuesday Mills

There are currently 770 members of LEPA. The renewal form will be updated for next year to capture additional demographics. Tuesday will look into a midyear seminar and report on progress in September. Tuesday will also put together a letter from the LEPA Board inviting other organizations to join.

H. NEWSLETTER – Michael Murphy

The next newsletter is due for publication.

I. NOMINATING – Dawson Primes

No report.

J. WORKSHOP – Eric Deroche

The Workshop is May 3-6, 2010 at L’auberge du Lac in Lake Charles. Robert Jump will take the Golf Tournament and turn it into a money-maker.

Tuesday Mills volunteered to be Sponsorship Chair for the Workshop. The Office needs to provide a list of past sponsors and contact information to Tuesday so she can start on the process immediately.

Speaker introductions need to be re-done. In the past, every Board member was assigned a Speaker to introduce and present the gift, etc.

A band will play Monday at the President’s reception and the Wednesday event may move to the Hotel. More than one bartender is needed for the President’s Reception.

The 2011 Conference is expected to be a combined Gulf States Conference – LEPA Conference. Sonya suggested that the Executive Board of LEPA meet with GOHSEP when the meeting and discussion is held.

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Rick Webre

LEPA will design and implement two new courses, one a basic course and the other a capstone program with content for the LEM. Also, website changes related.
M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thiebaud

No report.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

Michael Murphy suggested that LEPA may want to do some executive outreach and offered a free booth at the GSRCPI meeting in the first week in November in Biloxi.

Jerry Monier and Andy Mosher initiated a discussion on a LEPA representative to the IAEM Conference. Rick Webre is attending and will report on the Conference. A motion was made by Robert Jump and seconded by Jeff Meyers to fund Rick Webre for $500 to defray expenses to attend the Conference. The motion passed.

A motion was made by Eric Deroche and seconded by Andy Mosher to adopt the three 990-related policies previously presented, including the Whistleblower, Conflicts of Interest and Document Retention and Destruction policies. The motion passed.

Sharlot Edwards has resigned from the SERC, which oversees the LEPCs. LEPA needs to re-nominate a representative. Tuesday Mills voiced an interest, as well as Dexter Accardo and Rick Webre.

A motion was made by John Boudreaux and seconded by Andy Mosher to appoint Tuesday Mills as the LEPA Representative to the SERC. The motion passed.

Andy Mosher will work with the Office to get a letter to the appropriate authority.

VIII. ANNOUNCEMENTS

The meeting adjourned at 11:55 am.

Respectfully submitted,

H. Bland O’Connor, Jr.
Executive Director
I. CALL TO ORDER

President Jerry Monier called the meeting to order at 10:02 am. Jerry Monier led the pledge of allegiance and Robert Jump led the prayer. A quorum was present to conduct business.

Members Present in Person or Proxy:

Dexter Accardo
John Boudreaux
Obie Cambre
Mark Cooper
Eric Deroche
Robert Jump
Jeffrey Meyers
Dwayne White for Ralph Mitchell
Jerry Monier
Cindy Montz
Michael Murphy
Karen Price
Dawson Primes
Pat Santos
Tab Troxler
Rick Webre
Sonya Wiley

Members Excused:

Tuesday Mills
Andrew Mosher
John Porter

Members Absent:

Tommy Thiebaud

Guests:

Gene Dunagen
Bland O’Connor
Kati Craig
Andrea Dudley
II. APPROVAL OF MINUTES

The minutes from the July 16-17, 2009 retreat and July 17, 2009 Board meeting were reviewed and approved. Motions were made by Sonya Wiley and seconded by Eric Deroche to approve the minutes as presented. The motions passed.

IV. OFFICER REPORTS

A. President – Jerry Monier

Jerry and Dawson have been working on the Gulf Coast Hurricane Conference for 2011 as a joint venture with the LEPA Workshop with GOHSEP Director Mark Cooper. Dawson Primes reported that an estimated 500 or more attendees would be expected in New Orleans for a combined conference.

It was noted that it takes a long time and a lot of effort to plan a good conference but the market may well be there. The discussion continued with how the meeting may be structured to make it a very worthwhile effort. The first week of June, 2011 will be the target date. Dawson will appoint a conference chair and committee for LEPA and GOHSEP will appoint a curricula committee to work on the programs. It was also noted that the potential exists for LEPA to host that combined conference every three years.

Jerry noted that we will reach out to the Lieutenant Governor’s office and the Office of Culture, Recreation and Tourism for assistance. A question on the potential downside was raised and the planning and financial risk to the LEPA organization was acknowledged. Pat Santos pointed out that at the next conference we should advertise 2011 and also can use that conference as a barometer for ours.

A motion was made by Dawson Primes and seconded by Robert Jump for LEPA to partner with GOHSEP as the managing leader of the partnership to put on a combined LEPA – Gulf Coast Hurricane Conference in June of 2011. The motion passed.

B. President Elect – Dawson Primes

Dawson had nothing further.

C. Treasurer – Eric Deroche

Don presented the August 31, 2009 financial statements (Attachment 1). Total assets at August 31, 2009 are $208,848.09. Profit on the Workshop was $19,155. A motion was made by Sonya Wiley and seconded by Robert Jump to accept the Treasurer’s report. The motion passed.

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

Bland introduced Andrea Dudley as the new association coordinator.
V. COMMITTEE REPORTS

A. AWARDS – Sonya Wiley

No report.

B. CERTIFICATION – Robert Jump

The Certification committee has reviewed two (2) LEM applications and two renewal applications since our last Board meeting. All applications were reviewed and deemed to be complete and demonstrate the requisite experience, have signed the Code of Conduct and have also submitted the appropriate fees.

The Committee recommends the LEPA Board approve LEM Certification for the following:

Mark Benton – Uniform Deputy, Livingston Parish Sheriff’s Office
Bernard Plaia – Executive Counsel, State of Louisiana: GOHSEP
Steve Burr (recertification) – Information Technology Specialist, State of Louisiana
Cynthia Monty (recertification) – DOTD Emergency Operations Director, State of Louisiana

Robert Jump moved to approve those recommended, seconded by Eric Deroche. The motion passed.

Robert Jump moved and Dawson Primes seconded that Josh Dubach be granted LEM certification based on his education being fulfilled after reconsideration of the courses completed. The motion passed with two nays.

C. CHARTER AND BYLAWS – Jeff Meyers

No changes or updates to the bylaws since the last meeting.

D. COLLEGE SCHOLARSHIP – Karen Price

Karen is arranging meetings with the universities to discuss scholarship issues.

E. HAZMAT ALLIANCE – Eric Deroche

Eric presented an extensive list of approved scholarships for Hotzone this year. Everyone that applied was awarded a scholarship. Scholarship money available this year included a total of $8,000 from LEPA, $10K from HMEP and also Hotzones scholarships. Twenty-four (24) full scholarships from LEPA/HMEP, 10 full Hotzone, 18 partial LEPA and 8 partial Hotzone scholarships were awarded. A request will be made to Hotzone for us to put announcements of the 2010 and 2011 LEPA Workshops in its handout materials.
F. LEGISLATIVE – Dexter Accardo

Dexter would like to get out in front of legislation and had Rene Roberts scheduled in but she has taken ill. Dexter will be coming in with a recommendation on what should be done for the next legislative session.

G. MEMBERSHIP – Jerry Monier for Tuesday Mills

Membership continues to be strong with a total of 781 members.

H. NEWSLETTER – Mike Murphy

No report.

I. NOMINATING – Dawson Primes

Dawson suggested that a position on the LEPA Board for a member of the Police Jury Association may be advisable and appropriate. A suggestion of offering a standing invitation for a representative from both the Police Jury and Municipal Associations to participate in LEPA Board meetings was made.

A motion was made by Dawson Primes and seconded by Derek Accardo to extend an invitation to attend LEPA Board meetings to a representative of the Police Jury Association. The motion passed.

John Boudreaux suggested that we need to identify every association in Louisiana to insure that we do not miss considering any of them.

J. WORKSHOP – Eric Deroche

Jim Polk will be program chair. Robert Jump will do the golf tournament. Everything will stay on site. President’s reception will have a band.

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Rick Webre

A meeting was held at GOHSEP on July 29, 2009. A number of ideas are being considered. Rick Webre suggested considering restructuring the LEM requirements and require a certification exam to be passed. LEMs would continue to have either public or private emergency operation experience. He passed out a handout describing the LEM restructuring for review and consideration. A suggestion was made for Rick to get together with Robert Jump to flesh out the idea a little more. It was noted in discussion that in the past some people have obtained the certification without ever serving in an EOC.

Mark Cooper asked if a LEPA representative could participate in the Louisiana Command College curricula development. Rick Webre will be the LEPA representative. They are considering four different tracks or areas of development within the Command College.
M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thibaut not present

Mark Cooper commented that the regional directors have met recently and focused on grant development, considering a business EOC with 18 critical infrastructure representatives to solve supply chain issues and also provide for better two-way communication.

VI. OLD BUSINESS

Jerry thanked everyone for working hard on the strategic plan initiatives.

VII. NEW BUSINESS

A. Holiday Social

Jerry Monier asked the Board consider a sponsorship for the upcoming holiday season. A motion was made by Mike Murphy and seconded by Tab Troxler to commit $1,000 to help sponsor a LEPA – GOHSEP reception. The motion passed.

VIII. ANNOUNCEMENTS

Mike Murphy announced that on October 27, 28, and 29 the Third Annual Technology In Support of Emergency Response Gulf Coast Summit will be held in Mobile. The web link will be added to the website and emailed to LEPA members.

Emergency Response Commission meets on September 30, 2009 at 10:00 am at State Police Headquarters.

Rick Webre’s name needs to be submitted for the LEPA seat on the Emergency Response Commission.

The next meeting will be held on Friday, December 11, 2009 at 10:00 am on the first floor of the 8550 United Plaza Boulevard office.

The meeting adjourned at 11:57 am.

Respectfully submitted,

H. Bland O’Connor, Jr.

Executive Director
I. CALL TO ORDER

President Jerry Monier called the meeting to order at 10:10 am. Jerry Monier led the pledge of allegiance and Eric Deroche led the prayer. A quorum was present to conduct business.

Members Present in Person or Proxy:
- John Boudreaux
- Eric Deroche
- Jeffrey Meyers
- Dwayne White for Ralph Mitchell
- Jerry Monier
- Cindy Montz
- Michael Murphy
- Jim Polk
- John Porter
- Karen Price
- Dawson Primes
- Pat Santos
- Tab Troxler
- Rick Webre

Members Excused:
- Dexter Accardo
- Mark Cooper
- Robert Jump
- Tuesday Mills
- Sonya Wiley

Members Absent:
- Obie Cambre
- Tab Troxler

Guests:
- Gene Dunagen
- Kati Craig
- Melinda Wilk
II. APPROVAL OF MINUTES

The minutes from the September 18, 2009 Board meeting were reviewed. A motion was made by Eric Deroche and seconded by Dewayne White to approve the minutes as presented. The motion passed.

IV. OFFICER REPORTS

A. President – Jerry Monier

Keeping in line with some of the goals set at the Strategic Planning Retreat, Jerry has been working with the International Association of Emergency Managers with the objective of building the LEPA membership and adding to the benefits of membership. Jerry had the office set up an email address for direct contact with the LEPA president, president@lepa.org, which will rollover to Dawson when he takes office, and to each president after that. This should aid in communication with IAEM and other offices that may currently have a specific past-president’s contact information. He will send out an email to the membership soon asking for opinions on what type of involvement the members would like with IAEM. A possible example of this involvement would be to give members the option of adding a small fee ($25) to their dues to also receive an IAEM membership.

Michael Murphy, Eric Deroche, and Jerry met with a possible vendor to redesign the website, and also with the New Orleans Convention and Visitor’s Bureau about the 2011 workshop, but said he would let Eric update the Board on those meetings further.

Jerry said he felt that the Christmas Social held December 3rd was good overall. He was pleasantly surprised by the turnout of parish directors, and thought a good time was had by all who attended.

B. President Elect – Dawson Primes

Dawson had nothing further.

C. Treasurer – Eric Deroche

Eric presented the October 31, 2009 financial statements (Attachment 1). Total assets at October 31, 2009 are $196,599.09. A motion was made by Dawson Primes and seconded by Jeff Meyers to accept the Treasurer’s report. The motion passed.

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

No report.

V. COMMITTEE REPORTS
A. AWARDS – Sonya Wiley

No report.

B. CERTIFICATION – Michael Murphy for Robert Jump

The Certification committee has reviewed two (2) LEM applications and one renewal application since our last Board meeting. All applications were reviewed and deemed to be complete and demonstrate the requisite experience, have signed the Code of Conduct and have also submitted the appropriate fees.

The Committee recommends the LEPA Board approve LEM Certification for the following:

Tonia Bergeron – Group Lead/Grant Chief Traditional Hazard Mitigation, Governor’s Office of Homeland Security and Emergency Preparedness
Nicholas Auck – Exercise Officer, Governor’s Office of Homeland Security and Emergency Preparedness
Joanne Moreau (recertification) – Director, East Baton Rouge Parish Mayor’s Office of Homeland Security and Emergency Preparedness

Michael Murphy moved to approve those recommended, seconded by Dawson Primes. The motion passed.

Dawson noted that the LEM Grandfather Clause closes at the end of the month.

Rick Webre attended the IAEM conference. He took the CEM course and the exam, and just needs to complete the CEM packet to gain his certification. He didn’t feel that the CEM certification verifies the quality of the work that the Emergency Managers are doing. He created a preliminary document (Attachment 2) outlining the LEM Training and Certification Program (LEMTCP), which would be the capstone program for initial emergency management certification and training within the state of Louisiana. He would also like to come up with a document of recommended courses for the process of applying for LEM certification. Eric Deroche pointed out that this is a good document showing where LEPA would like to be with regards to LEM certification, which might also create avenues for funding. Rick volunteered to teach the capstone course outlined in the document at the workshop every year.

Jerry mentioned that he would like to try to tie the LEM certification in with GOHSEP’s Command College. Rick is the LEPA representative participating in the development of the Command College, and he explained that they are creating levels of emergency manager certification. Pat Santos said that he would like for certifications to have weight and verify the qualifications of applicants. Rick also said there should be definitions of emergency managers.

Jerry brought up a request from the Louisiana State Animal Response Team (LSART) for the LEPA Board to consider animal rescue courses as part of the
accepted curriculum for LEM certification. He had the office extend an invitation for them to present at the February 19th Board meeting.

Jerry thanked Rick for all his work on the LEMTCP and asked the Board to review Rick’s document and send him suggestions or feedback.

C. CHARTER AND BYLAWS – Jeff Meyers

No changes or updates to the bylaws since the last meeting.

D. COLLEGE SCHOLARSHIP – Karen Price

Karen revised the scholarship guidelines and application packet. The updated packet is now posted on the LEPA website, and Karen has spoken with some potential applicants. Dawson mentioned that he knew someone who was interested in a scholarship and would put that person in touch with Karen, prompting Pat Santos to ask for clarification on whether a LEPA member could endorse an applicant. Karen clarified that there is a recommendation requirement on the application.

E. HAZMAT ALLIANCE – John Porter

John announced that with the help of the LEPA Hotzone scholarship, everyone who applied received a scholarship to Hotzone this year, with 90% of the recipients having both tuition and hotel paid. Hotzone went very well.

John was asked by the Industrial Fire Exposition, which will be held in Houston in February at the Reliant Center, to give a presentation on how government and industry coexist in Louisiana. John would be happy to do the presentation if the LEPA Board wants him to do it.

John has been appointed to the 472 Committee of the International Fire Chief’s Association and the Regional Information Survey Team. They are trying to put together a database and ask for a list of HAZMAT response government agencies. John would appreciate any help he can get with that.

Gene Dunegan is no longer handling the HMP Grant and has handed it over to JESTC. He would like to see the facility grow and succeed and has given it to them for that purpose. Jeff Meyers was asked to give a presentation to JESTC of common questions and concerns. He agreed. Gene also mentioned that Sgt. Kelly Feet at JESTC is offering free HAZMAT certification classes to first responders. This information is available on the website at www.jestc.org, and Gene and Dewayne will send the information to the LEPA office so it can go up on the LEPA website as well. The discussion continued with what LEPA can do to help JESTC succeed. John said that it will take extensive resources to get it where they would like it to be, but they will take any help available. He will ask Sgt. Feet to include LEPA on any emails they send out so LEPA can send them out to our email list.
Ralph Mitchell will be retiring in a few weeks to take a position as the Terrebonne Parish Public Safety Director. Jerry asked Dewayne White to extend thanks to Ralph for all of his help.

F. LEGISLATIVE – Dawson Primes for Dexter Accardo

Dexter could not attend the Board meeting, but will be putting together an email for the membership. Now is the time to identify legislative issues and get recommendations for the legislative session.

G. MEMBERSHIP – Jerry Monier for Tuesday Mills

Membership continues to be strong with a total of 797 members.

H. NEWSLETTER – Mike Murphy

No report.

I. NOMINATING – Dawson Primes

Dawson will begin in January to consider the nominations process for his upcoming presidency.

J. WORKSHOP – Eric Deroche

The Workshop Committee has had two meetings and has some good ideas. Jerry mentioned that he was impressed with the response from the membership to the email for suggestions. Some of these suggestions will be used at the Workshop, and they were also passed on to Neal Fudge at GOHSEP so they can be considered for their training schedule. At the 2010 Workshop, Tuesday will have the same format, with EM 101 in the afternoon, and possibly a discussion of flooding and sandbagging in the morning. Wednesday will probably be COOP in the morning and IT as it relates to emergency preparedness in the afternoon. The numbers look good and the room block at the hotel has been increased.

Jerry thanked Jim Polk, Karen Price, and Cindy Montz for their help with the Workshop. He also noted that 2010 will be the 30th year that LEPA has been an organization and we will try to tie that into the workshop.

Eric brought up the idea of a mid-year meeting to meet the strategic goals of the Board. This would be a much smaller workshop with no vendors, possibly just a day or day and a half. Michael Murphy said we should consider doing a few of these regionally as many agencies have cut travel budgets. Eric said we will try to do at least one of these meetings in 2010.

K. EMERGENCY MANAGER LEADERSHIP ACADEMY – Rick Webre
Rick attended the IAEM Conference as the LEPA representative, as he discussed earlier. They did not cover anything specific for Louisiana. He doesn’t think the CEM certification is difficult, but it is time consuming. It consisted of a three hour class and multiple choice test of 100 questions given at the conference.

M. REGIONAL REPRESENTATION COMMITTEE – Tommy Thibaud

There have been several changes. The committee is working on funding for local offices, while GOHSEP has helped a lot with Stop Gap measures. In addition, the committee is also working on the Command College, which will require a lot of attention from regional directors.

VI. OLD BUSINESS

A. 2011 Workshop

Eric, Jerry, and others met with a representative from the New Orleans Convention and Visitor’s Bureau, and hopefully will have a request for proposal around the beginning of the year. Jerry commented that the CVB will provide a lot of assistance with the workshop, including emails and tourist information, and will guide us in the hotel selection process once we have a RFP. They are going to look at a package for families with possible discounts for attractions. They also have a video they will give us to promote New Orleans. It was reiterated that we should promote the workshop to attendees further than Alabama, and that New Orleans will attract more people than Mobile or Biloxi. LEPA and GOHSEP will get people to go to Mobile for the 2010 conference to promote the 2011 conference.

VII. NEW BUSINESS

A. 2010 Budget

Eric stated that the budget is very similar the 2009’s budget, with $176,650 in proposed expenditures and $155,500 in expected revenue. He pointed out 2009’s budget called for a deficit at the end of the year but, as no educational outreaches were planned, the fiscal year ended with a surplus. Scholarships for Hotzone were increased from $8,000 to $10,000. A motion was made by Mike Murphy and seconded by Jeff Meyers to approve the 2010 budget. The motion passed.

B. Resignation of Andrew Mosher from the Board of Directors

Jerry explained that Andrew Mosher was relocating to Chicago due to his wife’s job. According to the elections at the 2009 Workshop, Jim Polk is the first alternate. A motion was made by John Boudreaux and seconded by Jeff Meyers to accept Andrew’s resignation and officially appoint Jim to the Board. The motion passed. Jim expressed that he is looking forward to being on and continuing to work with the Board.
Jerry expressed that he would like the Board to consider the possibility of making Andrew a lifetime member. A motion was made by Eric Deroche and seconded by Pat Santos to make Andrew Mosher a lifetime member of LEPA. The motion passed. Andrew will be invited to attend the workshop, if he can, and a write-up will be put in the newsletter.

C. Website Redesign

Jerry, Eric, and Mike met with a vendor about possible redesign of the website. The vendor, Rallypoint, a subsidiary of Transformyx, offered to do the redesign as a donation of about $13,000 in services in exchange for vendor space. It was believed that the vendor was looking to use LEPA as a “foot in the door” to other state agencies, and Eric said they had already gone to other agencies using LEPA’s name. Mike stated that they did not really like their business practices and Eric felt that it would create a situation that LEPA couldn’t control. It recommended that the Board put out RFPs to get bids for a site redesign and pay someone rather than accept the donation. A motion was made by Pat Santos and seconded by Dawson Primes that Mike and Eric move forward on finding a contracted vendor to unroll a new website by the 2010 workshop. The motion passed.

VIII. ANNOUNCEMENTS

Cindy Montz asked if anyone received information on the Emergency Transportation Conference in New Orleans. She said that 95% of presenters at the conference are made by academia and not hands-on emergency workers.

Jerry announced that Pat had been admitted to a Harvard program that was the following week.

The next meeting will be held on Friday, February 19, 2009 at 10:00 am on the first floor of the 8550 United Plaza Boulevard office.

The meeting adjourned at 11:25 am.

Respectfully submitted,

Andrea R. Dudley
Association Coordinator