

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **January 16, 2015**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Dexter Accardo called the meeting to order at 10:07 pm. Skip Breeden led the
10 prayer and led the pledge of allegiance. A quorum was present to conduct business.
11

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

13 Dexter Accardo
14 Skip Breeden
15 Amy Dawson
16 Eric Deroche
17 Kenneth Graham
18 Chris Guilbeaux
19 Terry Guidry
20 Charles Hudson
21 Sean LaFleur
22 Gene Dunnegan for Taylor Moss
23 Dawson Primes
24 Pat Santos
25 Scott Whelchel proxy to Dexter Accardo
26 Sonya Wiley-Gremillion
27 Kevin Davis
28 Robert Jump
29 James Kelley
30 Jim Polk proxy to Sonya Wiley-Gremillion
31 Karen Price proxy to Kenneth Graham
32 Sandy Davis proxy to Dawson Primes
33 Earl Eues
34

35 **Members Excused:**

36 Taylor Moss
37 Richard Webre
38

39 **Members Absent:**

40 Dave Brown
41

42 **Guests:**

43 Bland O'Connor
44 Jennifer Constantin
45
46
47
48

49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97

II. APPROVAL OF MINUTES

A motion was made by Sonya Wiley Gremillion and seconded by Dawson Primes to approve the minutes of the November 14, 2014 once amended. The motion passed.

II. OFFICER REPORTS

A. President –Dexter Accardo

No report.

B. President Elect – Scott Whelchel

No report.

C. Treasurer – Eric Deroche

Eric Deroche reported assets from the 2014 financial statement from November 30, 2014 of \$197,779.93. A motion was made by Pat Santos and seconded by Sonya Wiley Gremillion to approve the Treasurer’s report. The motion passed.

D. Executive Director – Jenny Constantin for Bland O’Connor

Jenny Constantin reported that the office is working on beginning the IMUS computer software conversion but it would not be ready in time for registration to begin for the 2015 LEPA conference. Second membership invoices went out this week.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson

Amy noted that the award nomination form went out to the members earlier this week. The office noted that it will send out the award nomination form next week to the board. Board members are welcome to send out the form to anyone that might be able to nominate someone for an award. They do not have to be LEPA members. Jerry Monier has volunteered to help on the award committee. The deadline will initially be February 28, 2015.

B. CERTIFICATION – Jennifer Constantin for Rick Webre

Fed McAnn: Disapproved until the the missing classes are acquired. He has passed the exam. He can currently qualify as an LEM-T with his current packet under ESF 4 Fire Services.

98 Jose Garcia needs to pass the exam and submit an essay. Otherwise he meets all
99 qualifications and is approved once those two items are met.
100
101 Charles Hudson meets all qualifications if he has passed the exam.
102
103 Gina Meyer's packet was not reviewed in time and will be reviewed and might be
104 presented before the next meeting.
105
106 A motion was made by Dawson Primes to approve as directed by Rick Webre and
107 seconded by Terry Guidry. The motion passed.
108
109 C. CHARTER AND BYLAWS
110
111 No report.
112
113
114 D. COLLEGE SCHOLARSHIP –Karen Price
115
116 No report.
117
118
119 E. HAZMAT ALLIANCE – Sean Lafleur
120
121 Sean discussed the 2015 LEPA Hazmat day. Sean is working with Steve
122 McNealy, Kansas City Southern Railroad and will be coordinating the LEPA
123 Hazmat day. The event will be Thursday May 7th. At this time they are
124 considering the morning session will be at the Golden Nugget and the afternoon
125 session will be at an offsite location.
126
127 F. LEGISLATIVE – Dexter Accardo
128
129 Nothing to report.
130
131 G. MEMBERSHIP – No Membership Committee Chair
132
133 Jenny reported that the second dues renewals have gone out this week. The
134 current membership levels are right on track with past years history.
135
136 H. NOMINATING – Eric Deroche for Scott Whelchel
137
138 Eric Deroche noted that the two board members up for re-election will be Dawson
139 Primes and Jim Polk. Both have agreed to run again.
140
141
142 I. WORKSHOP – Eric Deroche
143
144 Eric discussed that both himself and the office went to Lake Charles earlier in the
145 week to meet with the Golden Nugget.
146

147 Chris Guilbeaux asked if Jestic can have a free exhibitor table. Eric said that
148 would be fine.

149
150 J. REGIONAL DIRECTORS' REPRESENTATION COMMITTEE – Earl Eues

151

152 Earl said the Regional Directors will not be meeting at the LEPA meeting but
153 have a scheduled meeting currently for Tuesday May 12, 2015.

154

155

156 **V. OLD BUSINESS**

157

158 A. IDCE Meeting- The office reported that LEPA will have some handouts in the
159 GOHSEP booth. Scott and Dexter will attend on behalf of LEPA.

160

161 Dawson and Sonya will represent LEPA at the Police Jury meeting at the end of
162 January.

163

164 LEPA will be represented at a booth at the APCO/NENA meeting. Any board
165 members attending are invited to help assist with the booth.

166

167 B. The LEPA/GOHSEP day will be held Tuesday January 20th at the Holiday Inn
168 Crowne Plaza. LEPA cards and save the date cards will be given out. Chris
169 reported that there is close to 300 people RSVP'D.

170

171 **VI. NEW BUSINESS**

172

173 No new business was addressed.

174

175 **VII. ANNOUNCEMENTS**

176

177 A. Ken discussed the changes at the either office in Slidell and announced that Matt
178 Mooreland recently left to become the head of the Key West office.

179

180 B. Amy discussed the Shelter Taskforce that was recently re-engaged and is excited
181 about the renewed interest in the taskforce.

182

183 **VIII. ADJOURNMENT**

184

185 The meeting adjourned at 11:18 am on motion by Pat Santos and second by Amy
186 Dawson.

187

188

189

190 Respectfully submitted,

191

192

193

194 Bland O'Connor

195 Executive Director

196
197
198
199
200

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **March 20, 2015**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Dexter Accardo called the meeting to order at 10:07 pm. Skip Breeden led the
10 prayer and Dexter Accardo led the pledge of allegiance. A quorum was present to
11 conduct business.
12

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

14 Dexter Accardo
15 Skip Breeden
16 Sandy Davis proxy to Robert Jump
17 Amy Dawson
18 Christina Dayries attending for Kevin Davis
19 Eric Deroche
20 Gene Dunnegan attending for Taylor Moss
21 Earl Eues
22 Kenneth Graham
23 Terry Guidry
24 Chris Guilbeaux
25 Alan Hunsberger
26 Robert Jump
27 Sean LaFleur
28 Jim Polk
29 Karen Price proxy to Eric Deroche
30 Rick Webre proxy to Sonya Wiley Gremillion
31 Scott Whelchel proxy to Dexter Accardo
32 Sonya Wiley-Gremillion
33 Karen Price proxy to Eric Deroche
34

35 **Members Excused:**

36 Charles Hudson
37 Dawson Primes
38 Pat Santos
39

40 **Members Absent:**

41 Dave Brown
42

43 **Guests:**

44 Jennifer Constantin
45 Bland O'Connor
46
47
48

49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95

II. APPROVAL OF MINUTES

A motion was made by Sonya Wiley Gremillion and seconded by Sean Lafleur to approve the minutes of the January 15, 2015 amended to show Sonya Wiley Gremillion as having Alan Hunsberger’s proxy. The motion passed.

II. OFFICER REPORTS

A. President –Dexter Accardo

Dexter noted that it takes everyone on the Board to make a team. He complimented Eric Deroche on a great conference location and Jenny Constantin on her support.

B. President Elect – Scott Whelchel

No report.

C. Treasurer – Eric Deroche

Eric Deroche reported assets as of the year ended December 31, 2014 of \$208,613.54 and net assets of \$170,183.12. There was a net loss on operations for the year of \$3,280.59. A motion was made by Robert Jump and seconded by Jim Polk to approve the Treasurer’s report. The motion passed.

D. Executive Director – Jenny Constantin for Bland O’Connor

Jenny Constantin reported that the office is working on conference and second membership invoices have been sent. Membership renewal pace is slightly ahead of last year. On motion by Skip Breeden the report was accepted.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson

Amy reported the nominations. *Jenny to add nominees reported on*
Skip Breeden nominated Gordon Burgess for a Lifetime Achievement Award and moved approval of the nominations submitted. Sonya Wiley-Gremillion seconded the motion, which was passed.

B. CERTIFICATION – Jennifer Constantin for Rick Webre

Jenny reported that there are a couple of applications under consideration but she needs to get with Rick on them.

96 A motion was made by Robert Jump and seconded by Sonya Wiley Gremillion to
97 approve the application of Fred McCann for the designation of LEM-Pro. The
98 motion passed.
99
100
101 C. CHARTER AND BYLAWS
102
103 Alan Hunsberger will investigate the official creation of a lifetime achievement
104 award.
105
106 D. COLLEGE SCHOLARSHIP –Karen Price
107
108 No report.
109
110 E. HAZMAT ALLIANCE – Sean Lafleur
111
112 Sean reported that Dave Brown has not been able to be active. Sean Lafleur
113 moved and Jim Polk seconded the motion to replace Dave Brown with Joey
114 Dugas. The motion passed and Joey Dugas was designated as the co-chair.
115
116 F. LEGISLATIVE – Dexter Accardo
117
118 Christina Dayries reported that GOHSEP is up for re-authorization in the
119 legislative session.
120
121 G. MEMBERSHIP – No Membership Committee Chair
122
123 Nothing further.
124
125 H. NOMINATING – Eric Deroche for Scott Welchel
126
127 Eric Deroche reported that everything is ready for the election in April. Dawson
128 Primes and Jim Polk, Michael Manning and Lisa Vidrine.
129
130 I. WORKSHOP – Eric Deroche
131
132 Eric reported that the plans for the Workshop are well set. The facility will be
133 excellent. Eric reported on the programming highlights for the Workshop.
134
135 Sean Lafleur briefly discussed the rail car emergency training associated with
136 Hazmat Day.
137
138 Jenny Constantin reported on the current planning status of the various sessions.
139
140 The Workshop report was accepted on motion by Sonya Wiley Gremillion.
141
142 J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues
143
144 No report.

145 **V. OLD BUSINESS**

146

147 A. Exhibiting at APCO/NENA Meetings

148

149 Jenny Constantin reported that she will be exhibiting for LEPA at the
150 APCO/NENA Conference, April 13 and 14.

151

152

153 **VI. NEW BUSINESS**

154

155 A. 2015 LEPA/GOHSEP Workshop

156

157 Nothing further.

158

159 B. Merging GOHSEP Director Meeting with LEPA

160

161 Christina Dayries raised the question of whether the Directors' meeting should be
162 planned in conjunction with the LEPA Workshop. It was noted that travel costs
163 and travel time involved may be overall reduced as a result of putting them
164 together. The Directors meeting would be on the afternoon Monday and all day
165 Tuesday.

166

167 A motion was made by Sonya Wiley Gremillion and seconded by Robert Jump to
168 partner with GOHSEP to combine the two meetings and work out the logistics for
169 next year.

170

171 **VII. ANNOUNCEMENTS**

172

173 A. Sonya Wiley Gremillion reported that arrangements have been made in Hammond
174 for one of the guardsmen killed in the recent crash in the gulf.

175

176 B. Gene Dunnagen reported that the four LEPC workshops are scheduled this year.

177

178 **VIII. ADJOURNMENT**

179

180 The meeting adjourned at 11:06 am on motion by Sonya Wiley Gremillion and second by
181 Eric Deroche.

182

183

184 Respectfully submitted,

185

186

187

188 Bland O'Connor

189 Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **May 4, 2015**
4 **LAKE CHARLES, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Dexter Accardo called the meeting to order at 3:34 pm. Skip Breeden led the
10 prayer and Dexter Accardo led the pledge of allegiance. A quorum was present to
11 conduct business.
12

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

14 Dexter Accardo
15 Skip Breeden
16 Amy Dawson
17 Kevin Davis
18 Eric Deroche
19 Gene Dunnegan attending for Taylor Moss
20 Earl Eues
21 Kenneth Graham
22 Terry Guidry
23 Chris Guilbeaux
24 Charles Hudson
25 Alan Hunsberger proxy to Eric Deroche
26 Robert Jump
27 Sean LaFleur
28 Jim Polk
29 Karen Price
30 Pat Santos
31 Rick Webre
32 Scott Welchel
33 Sonya Wiley-Gremillion
34

35 **Members Excused:**

36 Sandy Davis
37

38 **Members Absent:**

39 Dave Brown
40

41 **Guests:**

42 Mike Manning
43 Bland O'Connor
44

45 **II. APPROVAL OF MINUTES**
46

47 A motion was made by Sonya Wiley Gremillion and seconded by Robert Jump to
48 approve the minutes of the March 20, 2015 as presented. The motion passed.

49 **II. OFFICER REPORTS**

50

51 A. President –Dexter Accardo

52

53 Dexter noted that it takes everyone on the Board to make a team. He thanked the
54 Board for the opportunity to serve as president for the past year.

55

56 B. President Elect – Scott Whelchel

57

58 Scott voiced his pleasure at being here and thanked the Board for the opportunity
59 to serve.

60

61 C. Treasurer – Eric Deroche

62

63 Eric Deroche reported assets as of March 31, 2015 of \$208,613.54 and net assets
64 of \$170,183.12. Eric noted that this past year we operated at a loss and we need
65 to have some serious conversations regarding raising revenue. He noted that
66 Hotzone scholarships have been cut and we have cut back on a few things in the
67 conference, but we are going to have to make some hard decisions in the future.
68 A motion was made by Dawson Primes and seconded by Amy Dawson to
69 approve the Treasurer’s report. The motion passed.

70

71 A discussion ensued on conference exhibitors, conference attendance and
72 membership. One suggestion was to develop relationships with other public
73 safety organizations.

74

75 D. Executive Director – Bland O’Connor

76

77 Bland O’Connor reported that Jenny Constantin has been working hard on the
78 Conference and the office will be converting LEPA to the new association
79 management software and website in the next few months.

80

81 On motion by Skip Breeden the report was accepted.

82

83

84 **IV. COMMITTEE REPORTS**

85

86 A. AWARDS – Amy Dawson

87

88 Amy reported that the awards are here.

89

90 B. CERTIFICATION – Rick Webre

91

92 Rick Webre asked for approval for John Hay for LEM-T and Dustin Montelius
93 for LEM-T and EFF 5, 10 and 13.

94

95 A motion was made by Robert Jump and seconded by Dawson Primes to approve
96 the applications of John Hay for LEM-T and Dustin Montelius for the designation
97 of LEM-T and EFF 5, 10 and 13. The motion passed.

97

98 C. CHARTER AND BYLAWS
99
100 No report.
101
102 D. COLLEGE SCHOLARSHIP –Karen Price
103
104 No report.
105
106 E. HAZMAT ALLIANCE – Sean Lafleur
107
108 No report.
109
110 F. LEGISLATIVE – Dexter Accardo
111
112 Nothing other than fiscal issues to discuss.
113
114 G. MEMBERSHIP – No Membership Committee Chair
115
116 Nothing further.
117
118 H. NOMINATING – Eric Deroche
119
120 Eric Deroche reported that Dawson Primes and Jim Polk were elected, Lisa
121 Vidrine is the first alternate and Michael Manning second alternate. On motion
122 by Eric Deroche and second by Amy Dawson, the election results were accepted.
123
124 I. WORKSHOP – Eric Deroche
125
126 Eric reported that the facility will be excellent. Eric noted that Wednesday
127 afternoon should be particularly interesting. Sonya will need assistance with door
128 prizes.
129
130 Eric noted the Board members can pick their shirts up tomorrow from Jenny.
131
132 The Workshop report was accepted on motion by Sonya Wiley Gremillion.
133
134 J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues
135
136 No report.
137
138 **V. OLD BUSINESS**
139
140 None.
141
142
143

144 **VI. NEW BUSINESS**

145

146 A. 2015 LEPA/GOHSEP Workshop

147

148 Eric noted that he needs to have further discussions with Christina on the logistics
149 details. Eric asked for the Board's preference on May or June for the Conference.

150

151 B. Officer Elections

152

153 A motion was made by Eric Deroche and seconded by Jim Polk to open the
154 nominations for President and Treasurer. The motion passed.

155

156 Sonya Wiley-Gremillion nominated Dawson Primes for the office of President.
157 Robert Jump seconded the nomination. Nominations were closed and Dawson
158 Primes was elected by acclamation.

159

160 Scott Welchel nominated Eric Deroche for the office of Treasurer. Sonya Wiley-
161 Gremillion seconded the nomination. Nominations were closed and Eric Deroche
162 was elected by acclamation.

163

164

165 **VII. ANNOUNCEMENTS**

166

167 A. Amy Dawson reported that the class this morning was well received. Gene
168 Dunnegan reported that the four LEPC workshops are scheduled this year.

169

170 **VIII. ADJOURNMENT**

171

172 The meeting adjourned at 4:31 pm on motion by Sonya Wiley Gremillion and second by
173 Eric Deroche.

174

175

176 Respectfully submitted,

177

178

179

180 Bland O'Connor
181 Executive Director

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**
8

9 President Dexter Accardo called the meeting to order at 10:01 am. Skip Breeden led the
10 prayer and Scott Welchel 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 Welchel
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
34

35 **Members Excused:**

36 Kevin Davis
37

38 **Members Absent:**

39 Robert Jump
40 Sandy Davis
41

42 **Guests:**

43 Mike Manning
44 Lisa Vidrine
45 Hunt Downer
46 Jennifer Constantin
47
48

49 **II. APPROVAL OF MINUTES**

50
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.

53
54 **II. OFFICER REPORTS**

55
56 A. President –Scott Whelchel

57
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.

63
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.

67
68 B. President Elect – Dawson Primes

69
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.

73
74 C. Treasurer – Eric Deroche

75
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.

79
80
81 D. Executive Director – Jennifer Constantin on behalf of Bland O’Connor

82
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.

85
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.

88
89 On motion by Skip Breeden the report was accepted.

90
91
92
93
94
95
96
97

98 **IV. COMMITTEE REPORTS**

99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146

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

148

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.

154

155 D. COLLEGE SCHOLARSHIP –Karen Price

156

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.

165

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

167

168 E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas

169

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.

173

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.

179

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.

184

185 F. LEGISLATIVE – Scott Whelchel and Guest Hunt Downer

186

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.

192

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.

196
197
198
199
200
201
202
203
204
205
206
207
208
209
210
211
212
213
214
215
216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240

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**

242

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.

246

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

249

250

251 **VII. ANNOUNCEMENTS**

252

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

255

256

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.

260

261

262 **VIII. ADJOURNMENT**

263

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

265

266

267 Respectfully submitted,

268

269

270

271 Bland O'Connor
272 Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **September 11, 2015**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Scott Welchel called the meeting to order at 10:03 am. Skip Breeden led the
10 prayer and Scott Welchel 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 Eric Deroche
20 Sean LaFleur
21 Jim Polk
22 Karen Price
23 Pat Santos
24 Rick Webre
25 Scott Welchel
26 Dawson Primes
27 Dexter Accardo
28 Christopher Guilbeaux
29 Early Eues
30 Joey Dugas
31 Kevin Davis
32 Robert Jump
33 Lisa Vidrine
34 Sonya Wiley-Gremillion proxy given to Dawson Primes
35 Charles Hudson proxy to Jim Polk
36 Alan Hunsberger proxy given to Eric Deroche
37

38 **Members Excused:**

39 Mike Manning
40

41 **Members Absent:**

42 Sandy Davis
43

44 **Guests:**

45 Jennifer Constantin
46
47
48

49 **II. APPROVAL OF MINUTES**

50

51 A motion was made by Pat Santos and seconded by Dawson Primes to approve the
52 minutes of the July 17,2015 as presented. The motion passed.

53

54 **II. OFFICER REPORTS**

55

56 A. President –Scott Whelchel

57

58 No report , Scott reported that the board meeting would be short today and the
59 group would focus on the strategic planning after the board meeting.

60

61 B. President Elect – Dawson Primes

62

63 No report.

64

65 C. Treasurer – Eric Deroche

66

67 Eric Deroche reported assets as of July 31, 2015 of \$240,060.04 and net assets of
68 \$240,124.62. Motion made by Dawson Primes and seconded by Dexter Accardo
69 to approve. The motion passed.

70

71

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

73

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

76

77 **IV. COMMITTEE REPORTS**

78

79 A. AWARDS – Amy Dawson

80

81 No report.

82

83 B. CERTIFICATION – Rick Webre

84

85 Rick discussed that he will be getting with the LEPA office to review the
86 outstanding LEM renewals for 2015.

87

88 C. CHARTER AND BYLAWS

89

90 Alan Hunsberger was not present. Eric Deroche reviewed the membership price
91 bylaw changes and then made a motion to approve, motion was seconded by Skip
92 Breeden and approved. Alan will present the remaining by laws changes at the
93 November meeting.

94

95

96

97

- 98 D. COLLEGE SCHOLARSHIP –Karen Price
99
100 The scholarship committee will continue to look at the scholarship program and
101 investigate ways to have the program without spending a lot of money on the
102 program. They will review the possibility of having internships with a scholarship
103 at the end of the internship. These internships might even be offered within
104 private industry.
105
106
- 107 E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas
108
109 Sean discussed the Hazmat Alliance day at the 2015 LEPA Workshop. Sean and
110 Joey are looking for topics for the 2016 Hazmat class at the workshop but they
111 might be interested in offering an outside venue or a track.
112
- 113 F. LEGISLATIVE – Scott Welchel and Guest Hunt Downer
114
115 Scott mentioned that there have been some discussions about how LEPA can
116 target legislative members for the upcoming session. Scott mentioned that LEPA
117 will be developing an outreach strategy for the 2016 Legislative session.
118
- 119 G. MEMBERSHIP – Mike Manning and Skip Breeden
120
121 Skip Breeden discussed the membership and ways to grow the membership in
122 2016. The membership committee has been looking into the curriculum at the
123 state emergency preparedness programs and will make an attempt to go visit the
124 programs and introduce LEPA to the emergency preparedness students. Skip
125 also discussed the possibility of having a store setup in 2016 and located on the
126 website. LEPA Members would be able to purchase items such as LEPA pins,
127 LEM certificates and much more. An example would be the IAEM type store.
128
- 129 H. NOMINATING – Dawson Primes
130
131 Nothing to report.
132
- 133 I. WORKSHOP – Eric Deroche
134
- 135 J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues
136
137 No report.
138
- 139 **V. OLD BUSINESS**
140
141 None.
142
143
144

145 **VI. NEW BUSINESS**

146

147 No new business.

148

149 **VII. ANNOUNCEMENTS**

150 No Announcements

151

152

153 **VIII. ADJOURNMENT**

154

155 A strategic planning session was held after the LEPA Board meeting.

156

157 The meeting adjourned at 3:25 pm on motion by Jim Polk and second by Skip
158 Breden.

159

160

161 Respectfully submitted,

162

163

164

165 Bland O'Connor

166 Executive Director

1 **LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**
3 **November 13, 2015**
4 **BATON ROUGE, LOUISIANA**
5 **MEETING MINUTES**
6

7 **I. CALL TO ORDER**
8

9 President Scott Welchel called the meeting to order at 10:02 am. Dawson Primes led
10 the prayer and Scott Welchel led the pledge of allegiance. A quorum was present to
11 conduct business.

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

13 Amy Dawson
14 Eric Deroche
15 Gene Dunnegan attending for Taylor Moss
16 Kenneth Graham proxy given to Dexter Accardo
17 Eric Deroche
18 Sean LaFleur proxy given to Gene Dunnegan
19 Jim Polk
20 Karen Price
21 Pat Santos
22 Scott Welchel
23 Dawson Primes
24 Dexter Accardo
25 Christopher Guilbeaux
26 Earl Eues proxy given to Dawson Primes
27 Joey Dugas
28 Kevin Davis
29 Lisa Vidrine
30 Sonya Wiley-Gremillion
31 Charles Hudson
32 Alan Hunsberger
33

34 **Members Excused:**

35 Mike Manning
36 Rick Webre
37

38 **Members Absent:**

39 Sandy Davis
40 Skip Breeden
41 Terry Guidry
42 Robert Jump
43

44 **Guests:**

45 Jennifer Constantin
46 Bland O'Connor
47
48

49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96

II. APPROVAL OF MINUTES

A motion was made by Eric Deroche and seconded by Alan Hunsberger to approve the minutes of the September 11, 2015 as presented. The motion passed.

II. OFFICER REPORTS

A. President –Scott Whelchel

No report.

B. President Elect – Dawson Primes

No report.

C. Treasurer – Eric Deroche

Eric Deroche reported assets as of September 30, 2015 of \$172,404.56 and net assets of \$160,844.14. Motion made by Sonya Wiley-Gremillion and seconded by Jim Polk to approve. The motion passed.

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

Jenny Constantin reported that the office is working on the LEPA website and hope to have the online membership database and payment system done by the time the second dues notice is sent out.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson

No report.

B. CERTIFICATION – Amy Dawson presented report on behalf of Rick Webre

Lester Millet: Safety and Risk Manager for the Port of South Louisiana. Applicant possesses legacy LEM. Chooses not to complete the online exam for conversion to LEM-Pro. Recertification approved as an LEM-B.

Robert Greene: Coordinator II, Jefferson Parish OHSEP. Good Packet! New emergency manager. Administratively approved as an LEM-B pending successful completion of the online LEM examination.

Teresa C. Heaton: Performance Excellence Partners, Department of Energy, and Strategic Petroleum Reserve: Ms. Heaton has a legacy LEM and is recertifying as an LEM-B. Administratively she meets all requirements for recertification; however, it is my recommendation that the board considers awarding Ms. Heaton

97 an LEM-B as well as an LEM-T as an environmental, health and safety specialist
98 under ESF 10 HAZMAT and Petroleum response.
99

100 Motion made by Jim Polk and seconded by Dawson Primes to approve. The
101 motion passed.
102
103

104 C. CHARTER AND BYLAWS
105

106 Alan discussed the recommended revisions to the By Law changes. He will
107 present them at the January meeting for review.
108
109

110 D. COLLEGE SCHOLARSHIP –Karen Price
111

112 No report.
113
114

115 E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas
116

117 No report.
118
119

120 F. LEGISLATIVE – Scott Whelchel
121

122 Scott discussed that he has a call into State Ethics, awaiting call back from an
123 attorney regarding board makeup and members ability to vote on matters
124 concerning legislative activities, etc. That office will be able to assist with this
125 issue once we receive further information.
126
127

128 G. MEMBERSHIP – Scott presented on behalf of Mike and Skip
129

130 Robert took the membership reports and it is a work in progress.
131

132 H. NOMINATING – Dawson Primes
133

134 Nothing to report.
135

136 I. WORKSHOP – Eric Deroche
137

138 Eric gave the conference update and discussed that a contract for 2016 and 2017
139 had been signed with the Golden Nugget. Possible topics were also discussed.
140 Some included: Dawson presenting a speaker who discusses the avian flu and
141 Scott discussed electromagnetic pulse, & also security as a possible topic.
142 Eric reviewed the schedule noting that it will be similar to the 2015 schedule but
143 GOHSEP will be the Thursday portion of the meeting. Pre conference will be
144 done by NCBRT again.
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

J. REGIONAL DIRECTORS' REPRESENTATION COMMITTEE –

No report.

V. OLD BUSINESS

No report.

VI. NEW BUSINESS

Scott discussed gathering information from the LEPA board members for further strategic planning. The office will send out “What is LEPA” and will gather all of the board responses.

VII. ANNOUNCEMENTS

No Announcements

VIII. ADJOURNMENT

The meeting adjourned at 12:05 pm on motion by Alan Hunsberger and second by Jim Polk.

Respectfully submitted,

Bland O'Connor
Executive Director