LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 1, 2016
BATON ROUGE, LOUISIANA
MEETING MINUTES

I. CALL TO ORDER
President Scott Whelchel called the meeting to order at 10:02 a.m. Scott Whelchel led the prayer led the pledge of allegiance. A quorum was present to conduct business.

Members Present in Person or Proxy:
Amy Dawson
Eric Deroche
Sean LaFleur
Jim Polk
Pat Santos
Scott Whelchel
Christopher Guilbeaux
Joey Dugas
James Waskom
Alan Hunsberger
Terry Guidry
Mike Manning
Gene Dunnegan attending for Taylor Moss
Kenneth Graham proxy given to Dexter Accardo
Dawson Primes proxy given to Scott Whelchel
Charles Hudson proxy given to Jim Polk
Sonya Wiley-Gremillion proxy given to Alan Hunsberger
Karen Price proxy given to Chris Guilbeaux

Members Excused:
Robert Jump
Rick Webre
Lisa Vidrine
Earl Eues

Members Absent:
Sandy Davis
Skip Breeden

Guests:
Jennifer Constantin
Christina Dayries

II. APPROVAL OF MINUTES
A motion was made by Sonya Wiley Gremillion and seconded by Eric Deroche to approve the minutes of the January 29, 2016 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 December 31, 2015 of $156,728.78 and net assets of $140,978.36. In 2015 golf tournament broke even and the conference lost around $477.00. A motion made by Alan Hunsberger and seconded by Amy Dawson 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 Conference.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson

Amy reviewed the slate of award candidates for the board to vote on. Eric made the motion to approve and it was seconded by Jim with the additional of the Lafayette Police Officers. The motion passed as written and with the additional awards added.

James Waskom offered to help with the push out of the award nominations next year.

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

No report.

C. CHARTER AND BYLAWS

Alan discussed the bylaws changes and they will be tables until the next meeting in June. Eric made a motion to table the changes and Dexter seconded. Motion approved. Alan mentioned that the LEPA office informed him that the bylaws are in conflict with the articles of incorporation. Bland explained the articles as he
understood them to be and the board decided the by laws are in agreement with the articles.

Alan discussed the idea of term limits. It would be proposed that board members would serve 2 terms on then a year off and would be eligible to then serve 2 more terms. If this would happen, by the end of 2018 12 of the current board members would rotate off of the LEPA board. Dexter suggested asking the membership what their opinions were on this subject and bringing the idea before the LEPA membership.

A roll call by vote was made by board member to discuss term limits.

Scott with Dawson Proxy – yes
Dexter with Ken proxy – yes
Eric- yes
Jim with Charles proxy – yes
Rick – no proxy
Chris with Karen proxy – yes
Skip – no proxy
Amy – no
Terry – yes
Alan with Sonya proxy – no
Charles – no proxy
James – yes
Gene – yes
Sean – no
Earl – no proxy

The motion passed and this will be added to the agenda for the strategic meeting in June.

D. COLLEGE SCHOLARSHIP –Karen Price

No report.

E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas

Sean told the board about Pipeline, 302 AWR (the Hazmat class) at the conference. He will confirm with the office who is doing the certificates for the class.

It would be good for LEPA to have a Hazmat day to give back to the membership at some point in 2016.

F. LEGISLATIVE – Scott Whelchel

No report.

G. MEMBERSHIP – Mike Manning
Mike stated membership is currently at 520 members. The average the last 5 years this time of year has been around 530.

H. NOMINATING – Dawson Primes
No report. Office mentioned the ballots have been sent out and will close on April 22, 2016.

I. WORKSHOP – Eric Deroche
Set a date and time for an all board conference call. The conference is looking very low in attendance. Gene asked about when would we make the decision to cancel. The deadline has been set at April 15th. Eric and Jenny will get with the hotel about the cancellation and room block extended. Chris will get with the re’s and promote the conference. Bland said we need to evaluate all of the penalties and the risk if we were to decide and cancel.

J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE –
No report. James Waskom discussed the disaster deductible being raised.

V. OLD BUSINESS
The office will begin working on an agenda after the conference for the strategic planning meeting in June. Dee will incorporate all of the ideas and decisions made at the fall planning session.

VI. NEW BUSINESS
No report.

VII. ANNOUNCEMENTS
James Waskom discussed the legislation he is currently working on trying to get in this session. He will keep the LEPA board posted with any decisions.

VIII. ADJOURNMENT
The meeting adjourned at 11:58 pm on motion by Alan Hunsberger and second by Jim Polk.

Respectfully submitted,
196
197  Bland O’Connor
198  Executive Director
I. CALL TO ORDER

President Scott Whelchel called the meeting to order at 3:32 Pm. Skip Breeden led the prayer and Scott Whelchel led the pledge of allegiance. A quorum was present to conduct business.

Members Present in Person or Proxy:

- Dexter Accardo
- Skip Breeden
- Amy Dawson
- Sandy Davis
- Eric Deroche
- Earl Eues
- Kenneth Graham proxy to Dexter Accardo
- Terry Guidry
- Christopher Guilbeaux
- Charles Hudson
- Alan Hunsberger
- Robert Jump
- Sean Lafleur
- Mike Manning
- Gene Dunnegan attending for Taylor Moss
- Jim Polk proxy to Eric Deroche
- Karen Price proxy to Skip Breeden
- Dawson Primes
- Pat Santos
- James Waskom
- Scott Whelchel
- Sonya Wiley-Gremillion

Members Excused:

- Rick Webre

Members Absent:

- Joey Dugas
- Lisa Vidrine

Guests:

- Dee Pidgeon
- Christina Dayries
- Neal Fudge
- John Thomas
- Bland O’Connor
II. APPROVAL OF MINUTES

A motion was made by Dexter Accardo and seconded by Amy Dawson to approve the minutes of the April 1, 2016 as presented. The motion passed.

II. OFFICER REPORTS

A. President – Scott Whelchel

Scott welcomed all and thanked everyone for their service.

B. President Elect – Dawson Primes

Dawson expressed how much he is looking forward to the upcoming year.

C. Treasurer – Eric Deroche

Eric Deroche reported assets as of February 29, 2016 of $187,208.53 and net assets of $181,723.11. The 2016 budget of $156,400 in revenue and $161,014 in expenses, for net budgeted expenses in excess of revenue of $4,614 was included in the Board packets. A motion was made by Alan Hunsberger and seconded by Dawson Primes to approve the Treasurer’s report as presented. The motion passed.

D. Executive Director – Bland O’Connor

No report.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson

Amy thanked Chris for volunteering to emcee the Awards Luncheon, which will be held at noon on Wednesday.

B. CERTIFICATION – Amy Dawson

Amy discussed providing an LEM prep class about once per quarter.

C. TCHARTER AND BYLAWS – Alan Hunsberger

The proposed changes to the bylaws will be discussed in the Strategic Planning session.

D. COLLEGE SCHOLARSHIP –Karen Price

No report.

E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas
Looking forward to Hazmat Day at the Conference.

F. LEGISLATIVE – Scott Whelchel
Scott discussed ongoing legislative activity.

G. MEMBERSHIP – Mike Manning
Mike reported membership as of April 28, 2016 of 544.

H. NOMINATING – Dawson Primes
Dawson reported the following vote totals:
Eric Deroche 85
Neal Fudge 85
Amy Dawson 83
Dexter Accardo 75
Alan Hunsberger 73
Duval Arthur 62
John Thomas 60
Anthony Moran 58
Robert Jump 56
Mike Manning 56
Tracy Hilburn 54
Dustin Montelius 26

Elected for the six vacancies are: Eric Deroche, Neal Fudge, Amy Dawson, Dexter Accardo, Alan Hunsberger, and Duval Arthur. John Thomas is the first alternate and Anthony Moran the second alternate.

I. WORKSHOP – Eric Deroche
Eric reported record numbers in the golf tournament and a typical number of attendees and vendors. He encouraged all to visit with the vendors.

J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues
Earl reported that everyone has been helpful and cooperative.

V. OLD BUSINESS
None.

VI. NEW BUSINESS
A motion was made by Eric Deroche and seconded by Alan Hunsberger to accept the election results. The motion passed.
Erigc Deroche was nominated for Treasurer by Alan Hunsberger. Nominations were closed and Eric was elected.

Alan Hunsberger was nominated for president elect by Sonya Wiley Gremillion. Nominations were closed and Alan was elected.

VII. ANNOUNCEMENTS

The Strategic planning will be held at Shell at 305 East highway 30 Gonzales LA. Alan suggested everyone park out front and noted that badges are required for entry. Start time is 0900 hours on Thursday, June 9.

Alan needs the notes from the September planning session…the Office to provide.

VIII. ADJOURNMENT

The meeting adjourned at 4:10 pm on motion by Dexter Accardo.

Respectfully submitted,

Bland O’Connor
Executive Director
I. CALL TO ORDER

President Dawson Primes called the meeting to order at 9:53 AM. Dawson Primes led the prayer led the pledge of allegiance. A quorum was present to conduct business.

Members Present in Person or Proxy:
- Dawson Primes
- Dexter Accardo
- Kenneth Graham
- Jim Polk
- Richard Webre
- Skip Breeden
- Amy Dawson
- Sonya Wiley Gremillion
- Alan Hunsberger
- Joey Dugas
- Duval Arthur
- Deano Moran
- John Thomas
- Gene Dunnegan

Members Excused:
- Scott Whelchel proxy given to Scott
- Eric Deroche proxy given to Sonya
- Chris Guilbeaux
- Karen Price proxy given to Amy
- Sandy Davis
- Charles Hudson proxy given to Jim Polk
- Pat Santos
- James Waskom
- Sean Lafleur
- Earl Eues proxy given to Duval Arthur
- Lisa Vidrine
- Mike Manning
- Neal Fudge

Members Absent:
- Terry Guidry
- Robert Jump

Guests:
- Dee Pidgeon
- Jennifer Constantin
- Bland O’Connor
II. APPROVAL OF MINUTES

A motion was made by Skip Breeden and seconded by Dexer Accardo to approve the minutes of the May 2, 2016 as presented. The motion passed.

II. OFFICER REPORTS

A. President – Scott Whelchel was not there so Dawson Primes (President Elect)

Welcomed all and said how excited he was for this meeting and to get the ball rolling on some exciting new initiatives.

B. President Elect – Dawson Primes

Dawson welcomed Alan Hunsberger as President Elect. We really want to spend this time bringing LEPA forward. We hope to bring committees forward and become one unified board. The goal is to further the organization with the talented board we currently have. Dawson thanked Dee for facilitating the strategic planning meeting and expressed that the board all shares the same vision. Moving forward at the meetings there should be reports from each committee and we should not receive a “no report” status at the board meetings. Committee chairs will be held responsible in the next year.

C. Treasurer – Eric Deroche, Sonya read the report on behalf of Eric

Sonya reported assets as of March, 2016 of $218,171.02 and net assets of $218,739.38. At this time Eric indicated the 2016 conference will make some revenue and not be a loss. A motion was made by Dexter Accardo and seconded by Jim Polk to approve the Treasurer’s report as presented. The motion passed.

D. Executive Director – Bland O’Connor

No report.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson

Awards will now fall under the conference committee. Amy discussed that we need to look at a policy on the number of awards in each category. The Policy would be in place to narrow down the awards and maximum number in each category and the Number of awards and certificates. The actual winning department could display the award and the individuals could each receive a certificate. The committee will look at the push out for awards process and the point of contact for the actual winning awards. We will look at a case you case basis for guest rooms for award winners. The office will inform the award winners how many tickets will be received. A letter will be mailed to all award winners with the award luncheon information. Awards can be nominated all long.

B. CERTIFICATION – Amy Dawson
Amy discussed providing an LEM prep class about once per quarter. This session could travel around the state.

Rick stated that he had recently received two LEM'S. Both look good but do not have everything needed for their package.

Collin Arnold
Gene Barratini

Rick announced that he will not be returning to the LEPA board and that he has been training Amy to take over the LEM program. Dawson thanked Rick for all of his service and dedication to LEPA and the LEM program.

C. CHARTER AND BYLAWS – Alan Hunsberger

Alan and Sonya will be working on the he proposed by laws changes and they will be presented at the next board meeting.

D. COLLEGE SCHOLARSHIP –Karen Price

No report.

E. HAZMAT ALLIANCE – Sean Lafleur and Joey Dugas

Joey Dugas discussed the Hawmat day at LEPA and how they worked with GOHSEP with Sean and Joey both attended Hazmat day. Dawson discussed the duties of the hazmat alliance committee and moving forward he would like the committee to be more active. If we do a Hazmat day at the 2017 LEPA conference the food and beverage for the meeting would be limited since in 2016 over 50 registered and only 14 showed up.

F. LEGISLATIVE – Scott Whelchel was not present at the meeting

Sonya commented on the APCO NENA bills and mentioned both bills passed successfully. One is to be signed and one is already signed. These bills deal with funds requested to maintain the level of service and provide with additional funding, text and video to 911. Carriers pushed hard to create a statewide board to oversee the 911 districts across the state. Skip also discussed a proposed bill.

G. MEMBERSHIP – Mike Manning

No report.

H. NOMINATING – Dawson Primes

Dawson announced the new members – Duval Arthur and Neal Fudge. Deano Moran and John Thomas became the alternatives. Mike Manning, Robert Jump and Chris Guilbeaux rolled off of the board. Welcome to the new members.

I. WORKSHOP – Eric Deroche
Jenny discussed the conference totals and there were 157 attendees, the golf tournament had 41 players and we will look at adding a fishing tournament. Skip will chair the fishing tournament. Dawson would like to encourage the board to grow the LEPA conference and in 2017 have over 250 full conference registrations if board members work together to pull in attendees this is a reachable goal.

Alan has volunteered will have Dee to work with the LEPA office to increase exhibitors and sponsors for the 2017 conference. Shelley Piekhet (shell) will also help or support the workshop to increase the vendors and sponsors.

Dawson mentioned the 2017 dates and that Eric is working with the hotel to move to last week in May or first week in June. We will not be working with GOHSEP and will back to the normal conference schedule. If you know about presenters send to the LEPA office all year. Thank you to Dow for the $10,000.00 sponsorship.

J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues

Earl reported that everyone has been helpful and cooperative.

V. OLD BUSINESS

VI. NEW BUSINESS

Dawson will nominate the committee chairs for this upcoming year

Awards – Pat Santos, Amy and office will work on the awards policy

LEM Certification – Amy will chair the LEM certification committee

Charter and bylaws – Alan and Sonya, at the next meeting we will be voting on the by laws.

College Scholarships – no committee, this will require a by laws change

Hazmat alliance – Sean and Joey will continue to serve as committee chairs

Legislative – put under the regional representation board member

Membership – Ken Graham

Nominating – Alan Hunsberger

The Workshop committee will form a committee and get members involved. Make sub committees, content, Skip, Francis, Shelley and Dee.

Ad Hoc outreach committee – Deano Moran will chair the committee.

The LEPA office will email the board that effective July 1st the board will be held responsible to the bylaws attendance policies. Board members will be held accountable for their attendance moving forward.

The board will participate in conference calls as some of the meetings and not have the face to face to alleviate the travel for some of the board members. Alan will rewrite bylaws stating the proxy is a negative attendance.

Skip Breeden has been appointed to the AARL emergency communications group. Louisiana has their own AARL group. Bring training to partner agencies and they
are looking for partner agencies for training to be professional communicators.  
Assistant emergency coordinator. This is for the ham radio group.

VII. ANNOUNCEMENTS

VIII. ADJOURNMENT

The meeting adjourned at 11:32 pm on motion by Dexter Accardo.

The next board meeting will be Friday September 16th and there will be an all 
board conference call on Friday August 12th.

Respectfully submitted,

Bland O’Connor  
Executive Director
I. CALL TO ORDER

President Dawson Primes called the meeting to order at 10:02 AM. Dawson Primes led the prayer led the pledge of allegiance. A quorum was present to conduct business.

**Members Present in Person or Proxy:**
- Dawson Primes
- Dexter Accardo
- Kenneth Graham
- Jim Polk
- Richard Webre
- Skip Breeden
- Amy Dawson
- Sonya Wiley Gremillion
- Alan Hunsberger
- Deano Moran
- Gene Dunnegan
- Eric Deroche
- Karen Price
- Terry Guidry
- Charles Hudson
- Neal Fudge
- Duval Arthur
- Earl Eues
- Sean Lafleur

**Members Excused:**
- Scott Whelchel proxy given to Dawson
- Pat Santos
- Joey Dugas

**Members Absent:**
- John Thomas
- James Waskom
- Sandy Davis

**Guests:**
- Dee Pidgeon
- Jennifer Constantin
- Bland O’Connor
II. APPROVAL OF MINUTES

A motion was made by Amy Dawson and seconded by Terry Guidry to approve the minutes of the September 16, 2016 as presented. The motion passed.

II. OFFICER REPORTS

A. President – Dawson Primes no official report. Dawson welcomed all new board members. Dawson mentioned 2016 has been a trying year for the state and the Emergency Preparedness community, hopefully 2017 will be less active.

B. President Elect – Alan Hunsberger – no report

C. Treasurer – Eric Deroche reported assets as of June, 2016 of $197,287.72 and net assets of $191,802.72. A motion was made by Dexter Accardo and seconded by Duval Arthur to approve the Treasurer’s report as presented. The motion passed.

D. Executive Director – Jennifer Constantin on behalf of Bland O’Connor, the office is working to get the dues renewals sent out in November. Dues will also be able to renew online for the first time.

IV. COMMITTEE REPORTS

A. AWARDS – Amy Dawson
Amy discussed that Pat will be taking over the awards in 2017. Dawson will speak with Pat and touch base with Amy. Amy will keep a file if anyone has any nominations before the award nominations officially kick off in early 2017.

B. CERTIFICATION – Amy Dawson
Amy presented Frank Graff. Frank’s LEM expired in 2014 and he did not realize it as a result of family issues. He would like to renew as an LEM Basic. Dawson suggested that if he would like to be a pro then he would need to take and pass the LEM exam. Amy made a motion, Dexter approved and Charles seconded the motion. Frank will receive an LEM Basic and if he would like to be an LEM pro he would need to take the online exam.

Amy discussed the online options that the office and the committee have researched so far. Wizehive is $79.00 per month without being able to be saved. It would cost $299.00 per month with unlimited users. Dawson has a company that has a fillable pdf and will research for the office.

C. CHARTER AND BYLAWS – Alan Hunsberger
Alan and Sonya will be working on the he proposed bylaws changes and they will be presented at the next board meeting.

D. COLLEGE SCHOLARSHIP –Karen Price
No report.

E. HAZMAT ALLIANCE – Sean Lafleur
Sean discussed the 2017 hazmat day at the LEPA conference and is working to secure an offsite location for that day instead of meeting at the Nugget. This would be a transcare event focused on the responder side.

F. LEGISLATIVE – Scott Whelchel was not present at the meeting. No report.

G. MEMBERSHIP – Ken Graham
Ken discussed that he is working on a powerpoint presentation. This will be a video to debut at the opening of the LEPA conference. Dawson has a company that can assist with this video and will touch base with Ken.

H. NOMINATING – Alan Hunsberger
No report

I. WORKSHOP – Eric Deroche
Eric discussed the 2017 contract for the Nugget has already been signed. 2018 and future years will be looked at the committee will look at other venues around the state.

The office will open the call for presentation in early January with a February cutoff date. The agenda will be finalized by the end of February. Board can submit topics and speakers to the office all year.

Dawson asked about the possibility of having fundraisers at the conference. Amy would also like to look at ideas for the future. Silent auction will be reviewed as a possibility at the 2017 conference. Alan will look at the by laws to see if this would change anything in the bylaws if LEPA would start to fundraise.

J. REGIONAL DIRECTORS’ REPRESENTATION COMMITTEE – Earl Eues
Earl discussed the recent regional directors meeting. The Red Cross is developing criteria if there is not sheltering in place. This will go out to the directors very soon.

V. OLD BUSINESS

Dee reviewed the strategic plan and will make updates as necessary.
VI. NEW BUSINESS

VII. ANNOUNCEMENTS

VIII. ADJOURNMENT

The meeting adjourned at 11:48 pm on motion by Sonya and seconded by Amy Dawson.

The next board meeting will be Friday November 18, 2016.

Respectfully submitted,

Bland O’Connor
Executive Director
LOUISIANA EMERGENCY PREPAREDNESS ASSOCIATION

BOARD OF DIRECTORS MEETING

SEPTEMBER 16, 2016

BATON ROUGE, LOUISIANA

MEETING MINUTES

I. CALL TO ORDER
President Dawson Primes called the meeting to order at 10:02 AM. Dawson Primes led the prayer led the pledge of allegiance. A quorum was present to conduct business.

Members Present in Person or Proxy:
- Dawson Primes
- Dexter Accardo
- Kenneth Graham
- Jim Polk
- Richard Webre
- Skip Breeden
- Amy Dawson
- Sonya Wiley Gremillion
- Alan Hunsberger
- Deano Moran
- Gene Dunnegan
- Eric Deroche
- Karen Price
- Terry Guidry
- Charles Hudson
- Neal Fudge
- Duval Arthur
- Gene Dunnegan
- Earl Eues
- Sean Lafleur

Members Excused:
- Scott Whelchel  proxy given to Dawson
- Pat Santos
- Joey Dugas

Members Absent:
- John Thomas
- James Waskom
- Sandy Davis

Guests:
- Dee Pidgeon
- Jennifer Constantin
- Bland O’Connor