

LOUISIANA EMERGENCY RESPONSE COMMISSION  
POST OFFICE BOX 66168  
BATON ROUGE, LOUISIANA 70896

MINUTES OF THE REGULAR MEETING OF THE  
LOUISIANA EMERGENCY RESPONSE COMMISSION

June 15, 2011

10:00 a.m.

Louisiana State Police Headquarters

7919 Independence Blvd.

Conference Room B

Baton Rouge, LA

The regular meeting of the LERC was held at Louisiana State Police Headquarters on June 15, 2011 at 10:00 a.m. In the absence of Major Adam White, Captain Taylor Moss called the meeting to order at 10:05 a.m. Mrs. Wanita Pepper, LSP Right to Know Unit, called the Roll. The following members were present: Chief Bobby Black, Mayor Hiram Copeland, Mr. Steve Dennis, Mr. Chris Guilbeaux, Mr. Samuel Halphen, Jr., Ms. Peggy Hatch, Sheriff Willy Martin, Captain Taylor Moss, Mr. Paul Naquin, Dr. Brent Robbins, Lt. Chris Rushing, Colonel Pat Santos, and Mr. Richard Webre.

The following members were absent: Colonel Mike Edmonson, Chief Jeremy Cryer, Mr. Jeffrey Gleason, Mr. Roland Guidry, Senator Mike Walsworth, Major Adam White, and Representative Mack "Bodi" White.

Visitors present were: Mr. Duval Arthur, St. Mary Parish LEPC, Mr. Richard Browning, LSU FETI, Chief Joel Domangue, LASFM, Mr. David Schlotzhauer, GOHSEP, and Mr. Michael Truax, LSU FETI.

Members of the LSP-RTK Unit present: Mr. Gene Dunegan, Mrs. Wanita Pepper, and Ms. Niki Yazdani.

LSP Legal Staff present: Mr. Paul Schexnayder

Mrs. Wanita Pepper, RTK Unit, completed the roll call.

Captain Taylor Moss confirmed that a quorum was present.

A motion was made by Mr. Paul Naquin to accept the written minutes of March 17, 2010. Seconded by Ms. Peggy Hatch. No opposition, motion carried.

## **COMMITTEE REPORTS:**

**Long Range Planning-** No report.

**Emergency Plans Review-** Colonel Pat Santos, Governor's Office of Homeland Security and Emergency Preparedness, presented the 2011 emergency plans for seven parishes. See report as follows:

Committee Member: David Schlotzhauer, GOHSEP, clarified report.

The following plans have been reviewed for 2011:

<b>Parish Names</b>	<b>Standards Met</b>	<b>Areas for Improvement</b>	<b>Comments</b>
Ascension	56	0	
Desoto	56	0	
Grant	51	5	ID at-risk facilities; plans/schedules for training and exercises
Iberia	54	2	Specify training plans/ schedules for HAZMAT
Jefferson	56	0	
Lafourche	54	2	Specify training plans/ schedules for HAZMAT
Orleans	56	2	

### **General Comments:**

Most parishes' plans have evolved from Annex H format to ESF-10. Not all items in the evaluation checklist are in the Annex H (or ESF-10), but are in other sections of the EOP. Checklist is attached to report with 56 items in a yes or no format. Standards met and areas of improvement pertain to training plans and exercise schedules. The quality of the planning for a Hazardous Material incident has greatly improved due to a review and rewrite of the plans.

Chief Bobby Black questioned Colonel Santos on whether or not these plans are available to GOHSEP and Colonel Santos replied with a yes with a request to David Schlotzhauer.

**Training and Resources-** Mr. Richard Browning, LSU FETI, reported for Mr. Jeffrey Gleason concerning training per quarters from 2009 to 2011. See attached report for classes and the number of students in each class. More classes are to be scheduled to promote training.

### **LEPC Service Committee-**

Mr. Richard Webre, Louisiana Emergency Preparedness Association representative and Chairman of this Committee, presented his draft of the LEPC membership status letter attached. A motion was needed to accept the letter with the LERC logo. Mr. Chris Guilbeaux made a motion to make this handout format the official standardized form to be provided to all parishes for LERC. Sheriff Willy Martin seconded the motion. No opposition, motion carried. An Amendment was made on the previous motion by Mr. Guilbeaux. The Amendment stated that in the transmittal each parish would have 30 days to submit the form. The form would be due annually no later than March 1<sup>st</sup>. Chief Bobby Black seconded the Amendment. No opposition, motion carried.

Mr. Paul Naquin, President of St. Mary Parish, deferred discussing St. Mary LEPC Yearly Activities report to Mr. Duval Arthur, St. Mary Parish LEPC. Mr. Arthur stated that members' attendance to the meetings was lacking. St. Mary Parish appointed new people to become members of their LEPC as well as GOHSEP and PMAC. After the appointments, members had all three meetings on the same day which improved attendance. See St. Mary Parish LEPC Yearly activities report attached. Mr. Arthur asked Mr. Gene Dunegan about the enforcement of HAZMAT materials on-site at more than 85 locations in St. Mary Parish. Mr. Dunegan advised Mr. Arthur that Louisiana State Police and the Department of Environmental Quality enforce and report these situations. Captain Taylor Moss, Chief Black, and Mr. Dunegan advised Mr. Arthur that an official inspection was not necessary unless needed. Mr. Paul Naquin made a motion to accept St. Mary Parish LEPC membership. Dr. Brent Robbins seconded the motion. No opposition, motion carried.

Captain Moss read notice of condolences for Jefferson Parish LEPC member, Gene Leaumont.

**Public Information-** Captain Moss announced that Major Dewayne White was the committee chair and since he is now Chief of Baton Rouge Police, the committee chair position needs to be replaced by the current Major of TESS, Adam White. Colonel Santos made a motion for Major Adam White to replace Major Dewayne White as committee chair. Ms. Hatch seconded the motion. No opposition, motion carried.

**Emergency Notification-** No report.

### **OLD BUSINESS**

Captain Moss announced that the appointment certificates were mailed out last year.

## **NEW BUSINESS**

Captain Moss stated that the 2010 Annual report needed approval. Mr. Samuel Halphen made a motion to approve the 2010 Annual Report. Ms. Hatch seconded the motion. No opposition, motion carried.

Captain Moss introduced the following New Business topics for the LERC members to vote on:

St. Tammany Parish submitted updates to their membership. Dr. Brent Robbins made a motion to approve St. Tammany Parish's membership. Sheriff Willy Martin seconded the motion. No opposition, motion carried.

Vernon Parish submitted updates to their membership. Mr. Halphen made a motion to approve Vernon Parish's membership. Chief Black seconded the motion. No opposition, motion carried.

Lincoln Parish submitted updates to their membership. Mr. Guilbeaux made a motion to approve Lincoln Parish's membership. Seconded by Colonel Santos. No opposition, motion carried.

Ouachita Parish submitted updates to their membership. Mr. Guilbeaux made a motion to approve Ouachita Parish's membership. Seconded by Sheriff Martin. No opposition, motion carried.

Pointe Coupee submitted updates to their membership. Lt. Chris Rushing made a motion to approve Pointe Coupee's membership. Seconded by Mayor Hiram Copeland, motion carried.

The Department of Health and Hospitals has requested access to Tier II reporting information. Mr. Gene Dunegan advised the members that DHH has a legitimate reason to access past Tier II information. His opinion was taken into consideration because of Right to Know's involvement in handling Tier II. Mr. Dunegan addressed Mr. Guilbeaux's question about whether or not DHH and DEQ needs current material. Mr. Dunegan stated that RTK works with these organizations on current incidents. Mr. Halphen suggested that there should be a designated position within DHH after Captain Moss asked if it would be more efficient for one person to handle information. Mr. Dunegan stated that he already asked an administrator to do this in the request. Sheriff Martin asks if a director should also have access to this Tier II information and Ms. Hatch replied that DHH needs someone that will be able manipulate the information they will receive. Captain Moss believes that someone with less administrative power should handle this information because they will be able to focus on the task at hand. Mr. Steve Dennis brought up the topic of proprietary issues and Mr. Dunegan replied that proprietary issues are not a direct problem. Captain Moss asked Ms. Hatch about agency operations. Ms. Hatch advised they can

obtain a public records request. Mr. Dunegan clarified proprietary issues and Tier II filing. After clarifications were completed, Mr. Halphen made a motion to accept DHH's request as long as they specify a designated position to have access to Tier II. Ms. Hatch seconded the motion. No opposition, motion carried.

Captain Moss addressed the U.S. Army 83<sup>rd</sup> Battalion's request to access the Louisiana E-plan data base system. This request will allow their units to prepare for the upcoming hurricane season, as they have been directed to respond to TIC/ TIM sites destruction/ devastation throughout the Vernon and Beauregard Parishes region. Captain Moss said that the positions within the Battalion change often and Mr. Dunegan stated their request is based on the season. Discussion ensued. Captain Moss advised the Commission should wait for another letter. Mr. Guilbeaux expressed concern that too many people would have access to the requested information. Colonel Santos asked for clarification. Mr. Dunegan stated the 83<sup>rd</sup> Battalion needed the information in order to work with DEQ and DHH. Mr. Guilbeaux along with other Commission members agreed they need extra information in order to make a decision. Mr. Halphen made a motion to deny with further action. Seconded by Ms. Hatch. No opposition, motion carried.

Captain Moss brought up the LERC Commission response to the Legislative Auditor letter and a copy of the letter is attached. Mr. Dunegan stated that there were no monetary funds. Chief Black asked if the letter could be sent to the ethics board and Mr. Dunegan replied saying that if someone would e-mail him a standard form, he would mail it.

Captain Moss also presented the letter from the Division of Administration concerning access to the Boards and Commissions database. See attached letter.

Captain Moss presented the issue of the replacement of Major Dewayne White as Assistant Chair because of his retirement from LSP. Colonel Santos made a motion to replace Major Dewayne White as Assistant Chair with the present Major Adam White. Seconded by Ms. Hatch. No opposition, motion carried.

Captain Moss brought up the issue of scheduling the next Commission meeting. Discussion of the date and location of the next Commission meeting ensued. Mr. Webre made a motion to hold the meetings on the second Wednesday of the third month of a quarter. Seconded by Chief Black. No opposition, motion carried. Captain Moss then facilitated debate on whether or not to have the LERC meetings at a different location. Mayor Hiram Copeland made a motion to hold the next meeting, September 14, 2011, in the city of Vidalia. Seconded by Colonel Santos. No opposition, motion carried. Colonel Santos then made a motion to make Baton Rouge State Police Headquarters the base of LERC meetings with the exception of the Commission's vote to hold meetings elsewhere. Seconded by Chief Black. No opposition, motion carried.

Mayor Copeland thanked GOHSEP and Colonel Michael Edmonson for their assistance with the flooding situation in Vidalia. Vidalia's businesses lost \$100 million because of the flooding. Mayor Copeland stated that all agencies worked together tremendously. He stated he has never seen anything like it and expressed his appreciation again to all agencies of the state.

Captain Moss introduced Chief Joel Domangue, LASFM, to do an overview of statewide certification findings. Chief Domangue first thanked the committee members for their great work and hours spent on this important initiative. LA HAZ-MAT TASK FORCE committee meetings were established fall 2010 with meetings every second Tuesday of each month. Chief Domangue also defined missions and goals of the TASK FORCE and stated that they have made tangible progress. Chief Domangue discussed several topics including standard equipment and training throughout the state. He also discussed a credential package for a uniform system that would need a fee for the application as well as a P.O. Box and telephone number. Mr. Dunegan stated that LERC does not have the authority to have any monetary funds. The Commission continued to discuss the topic. Captain Moss will get with Mr. Paul Schexneyder to look at this initiative. Lt. Rushing made a motion for Captain Moss and Mr. Schexneyder to determine how to address this issue. Seconded by Halphen. No opposition, motion carried.

Captain Moss thanked the Commission members for their attendance and brought up the issue of the absence of Senator Mike Walsworth and Representative Bodi White. They have asked to be replaced because of their lack of attendance. Captain Moss stated that he would try to contact Senator Walsworth and that he would send a letter to Governor Jindal to appoint new members. Sheriff Willy Martin was asked by Captain Moss if he would like to be replaced and Sheriff Martin said that he would let us know at a later time.

## **ADJOURNMENT**

Colonel Santos made a motion to adjourn. Seconded by Ms. Hatch. No opposition, motion carried. Captain Moss adjourned at 11:04 a.m.

Respectfully,

Niki Yazdani

**NEXT COMMISSION MEETING: September 14, 2011 at 10:00 a.m. in Vidalia, LA at their Conference Center.**

LERC Meeting 15 JUN 2011

Plan Review  
COL Santos  
GOHSEP

To date for 2011, seven plans reviewed –

Ascension  
DeSoto  
Grant  
Iberia  
Jefferson  
Lafourche  
Orleans

Summary of Reviews (sample checklist attached)

<u>Parish</u>	<u>Standards Met</u>	<u>Areas for Improvement</u>	<u>Comments</u>
Ascension	56	0	
DeSoto	56	0	
Grant	51	5	ID at-risk facilities; plans/schedules for training and exercises
Iberia	54	2	Specify training plans/schedules for HazMat
Jefferson	56	0	
Lafourche	54	2	Specify training plans/schedules for HazMat
Orleans	56	0	

General Comments

1. In implementing an all-hazards planning strategy, comprehensive EOPs have become standard and Annexes are no longer standalone documents. Therefore, not all items on the evaluation checklist reside in Annex H (or ESF-10 section), but are in other sections of the EOP (e.g. Promulgation Statement, List of Acronyms, Evacuation Routes and specific plans and responsibilities for conducting evacuation).
2. With review and rewrite of plans, the quality of planning for a Hazardous Material incident has greatly improved.

## ESF-10 Hazardous Materials

[Select a criteria score of 1 to 4.]		Included	Score
<b>1 = REQUIRES TECHNICAL ASSISTANCE</b> <b>2 = NEEDS IMPROVEMENT</b> <b>3 = SATISFACTORY</b> <b>4 = EXCEEDS REQUIREMENTS</b>			
1	Does the Plan meet the criteria established in the Pelican Crosswalk 2009 version?	Yes	Score
2	Does the Plan either in ESF, Annex, or Hazard Specific Annex address the direction and control during a hazardous materials response within the jurisdiction?	Yes	Score
3	Does the Plan address the necessary resources to respond to and mitigate a hazardous materials incident occurring within the jurisdiction?	Yes	Score
4	Overall		Score

PLEASE SEE IN-DEPTH REVIEW TOOL INCLUDED AS PART OF THE PELICAN CROSSWALK 2009 VERSION.

ESF-10 Reviewer Notes:

### State Planning Standards for Emergency Support Function 10. (Annex H, Oil Spill, Hazardous Materials, and Radiological)

**XXX Parish**  
**Information Source: YYY**

In XX parts of this plan the standard is met or exceeded and YY part of this plan need improvement.

Please take time over the next 30 days to review our plan using this check list and provide clarification or information where needed. Then resubmit your plan to the LERC Plan Review Committee for a recheck of your plan.

Reference Number	Criteria for HAZMAT Planning:	Location of Criteria in the Plan Section/Paragraph
I. AUTHORITY		
1	Describe, reference, or include legal authorities of the jurisdictions whose HAZMAT emergency response roles are described in Annex	



**[Parish Name] Parish EOP Review**

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	H, including authorities of the local emergency planning committee and the local jurisdictions within the Parish.	
<b>II. PURPOSE AND SCOPE</b>		
2	Promulgation Statement	
3	A document signed by the chairperson of the LEPC, promulgating the plan for the parish.	
4	Mutual aid agreements between the affected facilities and local jurisdictions for emergency response and notification of responsibilities.	
<b>III. TABLE OF CONTENTS</b>		
5	List sections of the Basic Plan, Annexes and Appendices	
<b>IV. EXPLANATION OF TERMS</b>		
6	List, explain, or define terms, Acronyms and Abbreviations used in the annex.	
<b>V. SITUATION AND ASSUMPTIONS</b>		
7	Include a situation statement related to the subject of the annex.	
8	Provide a summary of local capabilities and limitations with respect to hazmat incident response.	
9	Identify a list of assumptions used for Hazmat planning. State assumptions adopted during the planning process which may significantly impact Emergency Operations as they apply to the basic plan/annexes.	
10	List scenarios that might develop from any accident at the affected facilities or along any transportation routes	
11	Identify regulated facilities that possess extremely hazardous substances and the transportation routes along which such substances may move within the Parish. Include a map of these facilities.	
12	Identify facilities (Special/Critical needs facilities, Critical Infrastructure, and other population concentrations) that may be vulnerable to a Hazmat incident due to their proximity to regulated facilities or a Hazmat transportation route. Include a map of these facilities.	

**[Parish Name] Parish EOP Review**

13	Identify Evacuation routes from risk areas surrounding regulated facilities. Include a map of these routes	
14	Include methods for determining that a release of an extremely hazardous substance has occurred and the area of population to be affected.	
15	Describe evacuation plans, including those for precautionary Evacuations and alternative traffic routes.	
16	Describe the role of the affected facilities in the Evacuation decision making process.	
17	Describe procedures for providing security for the Evacuation of residents in the affected areas.	
18	Worse case scenarios of fixed facilities, transportation incidents and any other potentially dangerous situation that may occur as a result of a hazardous material release.	
<b>VI. CONCEPT OF OPERATIONS</b>		
19	List the phases of Emergency Management and what actions would be accomplished during each phase, i.e., Mitigation, Preparedness, Response and Recovery. (Note: For Public Safety and Security, including Terrorism, there is a fifth phase – Prevention.)	
20	Designate a local Emergency Manager (coordinator) and facility Emergency Managers, who shall make determinations necessary to implement HAZMAT Emergency plans.	
21	Describe conditions under which the local Government will coordinate the response with other Parishes and the means or sequence of activities to be followed by Parishes in interacting with other Parishes.	
22	Include a Hazmat incident classification scheme and conditions for each. (Level I Incident, Level II Emergency, and Level III Disaster) indicate responsible organizations at each level.	
23	Describe procedures for receiving timely reports for Hazmat incidents and include a format for receiving and disseminating essential information regarding a Hazmat incident.	
24	Describe methods for providing reliable, effective, and timely notification by a facility, a transporter, or other regulated agencies to Local, State, and Federal emergency personnel that a release has occurred.	
25	Identify and describe facilities that are subject to additional risk due to their proximity to facilities with extremely hazardous substances. (example; health care facilities)	
26	Describe methods or means to be used by facility emergency managers within the Parish to give notification of any Hazmat release to local emergency managers of any potentially affected Parishes.	

**[Parish Name] Parish EOP Review**

27	Describe methods for determining the area or population affected by a Hazmat release.	
28	Describe methods to determine appropriate protective actions for the public in the event of a Hazmat incident.	
29	Describe procedures for warning the public of a Hazmat incident and communicating appropriate protective actions.	
30	Describe obligations of the responsible facility/party and of local Government in the recovery from a significant Hazmat incident	
31	Include methods and procedures to be followed by Medical personnel to respond to a release of Hazardous substances.	
32	Describe the procedures for conducting health assessments upon which to base protective action decisions.	
<b>VII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES</b>		
33	List Departments/Positions and their Emergency responsibilities as they apply to the basic plan/annexes	
34	Describe the Emergency Organization that will be employed to respond to Hazmat and oil spill incidents.	
35	Designate and describe responsibilities of the community Emergency coordinator required by the Emergency Planning and Community Right-to-Know Act (EPCRA).	
36	Outline Hazmat response actions to be carried out by the Incident Commander (IC), other individuals, departments, and agencies.	
37	Outline response actions expected of regulated facilities and Hazmat transporters.	
38	Techniques for Spill Containment and Cleanup. Explain the allocation of responsibilities among local authorities, affected facilities, and responsible parties for these activities.	
<b>VIII. DIRECTION AND CONTROL</b>		
39	Identify the individual/agency responsible for providing Direction and Control for the Emergency response to a Hazmat incident.	
40	Describe the interface between the IC and the Parish Emergency Operations Center (EOC).	
41	Identify responsible officials in the Parish and describe the methods by which they will notify the public/press of a release of hazardous materials.	
<b>IX. CONTINUITY OF GOVERNMENT</b>		
42	Describe Succession of Command, Relocation of Operations and Preservation of Records.	

<b>X. ADMINISTRATION AND LOGISTICS</b>		
43	Describe Agreements and Understandings, Records and Reports.	
44	Describe methods for maintaining and revising the Annex and recording all changes.	
45	Outline requirements for a post-incident review of major Hazmat or Oil Spill response operations.	
46	Contain a list of Organizations and Titles of persons receiving the Annex or amendments and dates that annex was transmitted.	
47	Describe who is responsible for ensuring emergency responders receive specialized Hazmat training and are equipped with personal protective equipment (PPE) appropriate to their responsibilities.	
48	Include a description of Emergency equipment at each facility and in the community. Identify, by title persons responsible for such equipment and facilities.	
49	Describe Emergency response capabilities and the expertise in the private sector that might be available to assist local responders, facility managers, and transportation companies during emergencies.	
50	Describe methods and schedules for exercising this annex.	
<b>XI. PLAN DEVELOPMENT AND MAINTENANCE</b>		
51	List by position, the persons responsible for the development and maintenance of the basic plan/annexes, procedures, agreements and arrangements. List by position, who is the custodian for Standard Operating Procedures.	
52	Make reference to the schedule for review and update of annexes contained in Section H of the Basic Plan.	
<b>XII. AUTHORITIES AND REFERENCES</b>		
53	List Laws, Regulations, Executive orders and ordinances not already listed in the Basic Plan.	
54	Identify additional Local, State, and Federal references pertinent to the subject of this annex not already listed in the Basic Plan.	
55	List of training programs and current schedules for training of local emergency response and medical personnel.	
56	Describe training requirements for all major categories of Hazardous Materials Emergency response personnel, including the types of courses and the number of hours.	

**LERC Recap**

**16 March 2011**

**Conducted hazardous material plan reviews of the following parishes in 2010:**

Ascension	Desoto
East Carroll	Franklin
Grant	Iberia
Iberville	Jefferson
Lafayette	Lafourche
Orleans	Sabine
St. Martin	St. Mary
West Carroll	Winn

**Haynesville Shale Task Force Meetings**

Conducted a Haynesville Shale Task Force Meeting in November of 2010

Presently coordinating a Table Top Exercise to be conducted in late April of 2011 (Tentative Dates of 26 or 27 April).



LOUISIANA LEGISLATIVE AUDITOR  
DARYL G. PURPERA, CPA, CFE

October 8, 2010

Lieutenant Colonel Ralph Mitchell  
Chairman  
Department of Public Safety and Corrections  
**Emergency Response Commission**  
Post Office Box 66168  
Baton Rouge, LA 70896

Dear Lieutenant Colonel Mitchell:

Louisiana Revised Statute 24:513.2 requires the legislative auditor to establish and maintain a comprehensive computerized information system on all state boards, commissions, and like entities. We are updating our information on these boards, commissions, and like entities in order to prepare my annual boards and commissions report. Please review the enclosed information for accuracy and completeness, making any necessary corrections directly on the BC data collection forms.

If your agency does not receive or expend any funds, or if the only funds received and expended are for board members' travel and/or per diem, you may complete and submit form BC-0 (pages 1 and 2) only.

The completed forms should be sent to Nancy Clement of my staff no later than **October 22, 2010**. Information to assist you in completing the forms is included. If you have any questions, please contact Nancy at (225) 339-3832.

Sincerely,

Joy S. Irwin, CPA  
Assistant Legislative Auditor and  
Director of Advisory Services

JSI:SHE:nac

Enclosures

Completed forms may be sent via e-mail, fax, or post office:

E-mail: [nclement@lla.la.gov](mailto:nclement@lla.la.gov)

Fax: (225) 339-3986

Mailing Address: Louisiana Legislative Auditor  
Attn: Nancy Clement  
Post Office Box 94397  
Baton Rouge, Louisiana 70804-9397

Entity: **Emergency Response Commission**

**Contact Person:** Lieutenant Colonel Ralph Mitchell  
**Title:** Chairman Sign and Date  
 Department of Public Safety and Corrections  
**Mailing Address:** Post Office Box 66168  
 Baton Rouge, LA 70896  
**Phone Number:** (225) 925-6402 **Fax Number:** (225) 925-1823  
**Email Address:**  
**Legal Authority:** R.S. 30:2364; EO BJ 08-72  
**Year Created:** 1986

**Organizational Placement Under Title 36 of Louisiana Revised Statutes:**

Department of Public Safety and Corrections, Public Safety Services

**The Entity is: (Check One)**

- Active     Not fully organized     Never fully organized  
 Inactive     Disbanded

**Purpose/function: (Briefly Describe)**

The commission is responsible for establishing emergency planning districts, appointing local emergency planning committees (LEPCs), and supervising and coordinating their activities; providing the Federal Environmental Protection Agency director with information concerning releases of hazardous substances; designating, as necessary, additional facilities to be covered; recommending a standardized inventory form to be used in gathering required information; recommending, as necessary, additional substances which should be defined as hazardous materials; acting as the centralized advisory body for coordinating state and federal activities concerning community "Right to Know" legislation; establishing procedures for receiving and processing requests from the public for information; and reviewing LEPC emergency response plans and making recommendations to the LEPC on revisions on the plan.

**Number of Entity Members:**

Number Authorized 19  
 Number Currently Serving \_\_\_\_\_

**Number of Entity Meetings:**

Actual number in prior year \_\_\_\_\_  
 Estimated number in current year \_\_\_\_\_

**Do members receive per diem, salaries, and/or travel expense reimbursements?**

Yes     No

**Excluding member per diem, salaries, and travel expense reimbursements, does the entity receive or expend funds?**

Yes     No

**Entity Fiscal Year End:**

4/30                  7/31                  10/31                  Other (identify date) \_\_\_\_\_  
 6/30                  9/30                  12/31                   None

Entity: **Emergency Response Commission**

**Entity Member Per Diem:**

Amount authorized:  per meeting  per day spent on board business  
 per meeting day  None

Total entity member per diem:

Prior year actual \$ \_\_\_\_\_  None  
Current year budgeted \$ \_\_\_\_\_  None

**Entity Member Salaries:**

Total entity member salaries:

Prior year actual \$ \_\_\_\_\_  None  
Current year budgeted \$ \_\_\_\_\_  None

**Entity Member Travel Expense Reimbursement:**

Total entity member travel expense reimbursement:

Prior year actual \$ \_\_\_\_\_  None  
Current year budgeted \$ \_\_\_\_\_  None

**Number and Type of Authorized Employee Positions:**

Classified:   0    
Unclassified:   0    
Part-time:   0  

**Participation in State Employee Benefit Programs:**

Employees: (leave blank if the entity has no employees)

- participate in state retirement system(s) and/or state group insurance program(s)
- do not participate in state benefit programs

Members:

- participate in state retirement system(s) and/or state group insurance program(s)
- do not participate in state benefit programs

**A state agency provides: (Check all that apply and identify the state agency)**

Per diem payments State agency name: \_\_\_\_\_  
 Travel reimbursements State agency name: \_\_\_\_\_  
 Other (explain) \_\_\_\_\_ State agency name: \_\_\_\_\_

**Is this entity a budget unit or included within a budget unit of the State of Louisiana as defined by LSA-R.S. 39:2?**

Yes  No

If yes, identify the budget unit and the budget schedule number: \_\_\_\_\_  
Budget Unit Name Budget Schedule Number

**STOP HERE: if this entity is a budget unit of the State of Louisiana or is included within a budget unit of the State of Louisiana;**  
**if this entity does not receive or expend any funds; or**  
**if this entity only receives or expends funds for board members' travel and/or per diem.**



**SUMMARY STATEMENT OF ACTUAL, BUDGETED, AND  
PROJECTED MEANS OF FINANCING FOR YEARS SHOWN**

	Prior Year Actual	Current Year Budgeted*	Projected Year Estimated
Means of Financing			
FEES & SELF GENERATED REVENUE			
AD VALOREM TAXES			
STATE REVENUE SHARING			
STATE GENERAL FUND			
FEDERAL FUNDS			
STATUTORY DEDICATIONS			
INTERIM EMERGENCY BOARD			
OTHER(Specify):			
<b>TOTAL MEANS OF FINANCING</b>			

\* Current year should reflect most recent estimate of annual revenues for the fiscal year in which you are presently operating.

**SUMMARY STATEMENT OF ACTUAL, BUDGETED,  
AND PROJECTED EXPENDITURES FOR YEARS SHOWN**

Category of Expenditure/Expense	Prior Year Actual	Current Year Budgeted*	Projected Year Estimated
SALARIES AND RELATED COSTS			
OPERATING EXPENSES			
PROFESSIONAL SERVICES			
OTHER CHARGES			
CAPITAL OUTLAY (GOVERNMENTAL FUNDS)			
DEPRECIATION EXPENSE (PROPRIETARY FUNDS)			
<b>TOTAL EXPENDITURES/EXPENSES AND TRANSFERS</b>			

\* Current year should reflect most recent estimate of annual expenditures/expenses for the fiscal year in which you are presently operating.

SUMMARY STATEMENT OF FUND BALANCE OR RETAINED EARNINGS

	Prior Year Actual	Current Year Budgeted*	Projected Year Estimated
<b>Beginning Fund Balance/Net Assets/Retained Earnings</b>			
Total Means of Financing from BC-1			
Total Expenditures/Expenses and Transfers from BC-2			
Other Adjustments (Specify)			
<b>Ending Fund Balance/Net Assets/Retained Earnings</b>			
Reservations of Fund Balance/Restricted Net Assets/Retained Earnings (Specify)			
Unreserved Fund Balance/Unrestricted Net Assets/Retained Earnings			
NOTES/EXPLANATIONS:			

\* Current year should reflect most recent estimate of annual revenues/expenditures for the fiscal year in which you are presently operating.

# INSTRUCTIONS

NOTE: Complete and return only form BC-0 (pages 1 and 2), if:

- the board, commission, or like entity is a budget unit or is included within a budget unit of the State of Louisiana as defined in Louisiana Revised Statute 39:2;
- the board, commission, or like entity, including the entity that it governs, does not receive or expend any funds; or
- the only funds received or expended are for board, commission, or like entity members' travel and/or per diem.

The following information describes the timing periods that should be used when completing the forms:

**Prior Year Actual** - actual funds received and expended in the previous fiscal year

<u>If your fiscal year ends between:</u>	<u>The prior year end is:</u>
January 1 - June 30	2009
July 1 - December 31	2008

**Current Year Budgeted** - most recent estimate of the funds that will be received or expended in the fiscal year in which the entity is currently operating

<u>If your fiscal year ends between:</u>	<u>The current year end is:</u>
January 1 - June 30	2010
July 1 - December 31	2009

**Projected Year Budgeted** - funds anticipated to be received or expended during the next fiscal year

<u>If your fiscal year ends between:</u>	<u>The projected year end is:</u>
January 1 - June 30	2011
July 1 - December 31	2010

The following information provides a description of the line items used in the BC forms:

**BC-0 (page 1):**

**Contact Information** - name, title, phone number, fax number, and email address of the person to be contacted should there be questions regarding the preparation of the enclosed forms

**Address** - mailing address of the entity (or of the contact person if the entity does not have its own mailing address)

**Legal Authority** - constitutional or statutory references or executive orders that created the entity

**Year Created** - year in which the entity was created

**Organizational Placement** - organization placement (name of state department) under Title 36 of the Louisiana Revised Statutes (this section only applies to agencies within the Executive Branch of the State of Louisiana)

**Status:**

**Active** - actively meets and performs the functions for which it was created

**Inactive** - previously active, but does not currently meet and/or perform the functions for which it was created

**Not fully organized** - created during 2009 and is not fully organized

**Disbanded** - has fulfilled the functions for which it was created and no longer meets

**Never fully organized** - created before 2009 and is not fully organized and/or has never held a meeting

**Purpose/Function** - brief explanation of why the entity was created (explanations should be simple and concise)

**Number of Entity Members** - number of entity members (including ex-officio members) authorized by law or administrative action and the number of members currently serving

**Entity Meetings** - actual number of entity meetings held in the prior year and the estimated number of meetings to be held in the current year (do not include meetings of subcommittees)

**BC-0 (page 2)**

**Entity Member Per Diem** - the amount of per diem authorized by law or administrative action, the total amount of per diem paid to entity members in the prior year and the estimated amount of per diem to be paid in the current year (mark the None category if the members are not authorized to receive a per diem)

**Entity Member Salaries (do not include employees)** - the total amount of salaries paid to entity members in the prior year and the estimated amount of salaries to be paid in the current year

**Entity Member Travel Expense Reimbursements** - the total amount of travel expenses reimbursed to entity members in the prior year and the estimated amount of travel expenses to be reimbursed in the current year

**Participation in State Employee Benefit Programs:**

**Employees** - do entity employees participate in state employee benefit programs (retirement and/or health insurance)

**Members** - do entity members in their capacity as members of the board, commission, or like entity, participate in state employee benefit programs (retirement and/or health insurance) (members participating in state employee benefit programs as a result of their employment with another entity, should be marked as not participating)

**Assistance Provided by State Agencies** - a state agency provides administrative support or pays any expenses of the entity; identify the state agency providing the assistance

**Items to note when preparing the financial information on BC-1, BC-2, and BC-3:**

- The financial information should include the operations of the board, commission, or like entity as well as the operations of the entity that it governs. Any excluded operations (in all three columns or just in one or two columns) should be noted.

- Any basis of accounting (cash, modified accrual, or full accrual) is acceptable as long as it is consistently applied from the Prior Year Actual column to the Projected Year Estimated column.

**BC-1 (Summary Statement of Actual, Budgeted, and Projected Means of Financing):**

**Fees & Self-Generated Revenues** - funds received through collections of lease payments, fees, charges for services, fines, or forfeitures

**Ad Valorem Taxes** - funds received from ad valorem taxes

**State Revenue Sharing** - funds received from state revenue sharing

**State General Fund** - funds received from an appropriation of the State of Louisiana's General Fund

**Federal Funds** - funds received from the federal government

**Statutory Dedications** - funds received through statutory dedications (each item should be listed separately, stating the source of the dedication, restrictions as to use, and any other pertinent information)

**Interim Emergency Board** - funds received from the State of Louisiana's Interim Emergency Board (each item should be listed separately, showing the resolution number and date)

**BC-2 (Summary Statement of Actual, Budgeted, and Projected Expenditures/Expenses):**

**Salaries and Related Costs** - salary payments for full-time and part-time employees, compensation paid to entity members and hourly workers, and any contributions to retirement systems, the Social Security System, and group insurance

**Operating Expenses** - in-state and out-of-state travel by staff or entity members in performance of administrative, field, or convention/conference purposes; payments for expenses such as minor equipment repairs, rentals, advertising, utilities, dues, leases, installment payments, and contractual services; and purchases of consumable materials used in day-to-day operations

**Professional Services** - payments to outside sources for specialized, highly technical services (attorneys, accountants)

**Other Charges** - payments which are not chargeable to other identifiable expenditures/expenses

**Capital Outlay (Governmental Funds)** - payments for fixed asset acquisitions, or for major repairs to fixed assets that will benefit current and future fiscal year periods and which are not recorded in proprietary fund types

**Depreciation Expense (Proprietary Funds)** - expenses associated with depreciation (depreciation is the allocation of the cost of property over the property's economic life)

**BC-3 (Summary Statement of Fund Balance or Retained Earnings):**

**Beginning Fund Balance/Net Assets/Retained Earnings** - beginning fund balance/net assets/retained earnings should be equal to the ending fund balance/net assets/retained earnings of the prior year

**Total Means of Financing** - total means of financing shown on BC-1

**Total Expenditures/Expenses and Transfers** - total expenditures/expenses and transfers shown on BC-2

**Ending Fund Balance/Net Assets/Retained Earnings** - beginning fund balance/net assets/retained earnings, plus total means of financing, minus total expenditures/expenses and transfers, plus or minus other adjustments

**Reservations of Fund Balance/Restricted Net Assets/Retained Earnings (Specify)** - the segregated portion of the fund balance/net assets/retained earnings (if any) for specific future expenditures/expenses

**Unreserved Fund Balance/Unrestricted Net Assets/Retained Earnings** - ending fund balance/net assets/retained earnings, minus all reservations/restrictions



## LEPC Course Overview



# Local Emergency Planning Committee Management

## Louisiana Emergency Preparedness Association (LEPA)

*An LEM Basic Credentialing Course*

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## LEPC Course



### Terminal Learning Objective

- Action:
  - Be able to manage and coordinate a Local Emergency Preparedness Committee (LEPC).
- Conditions:
  - Within a local government office of emergency management and given access to the governing mandates of an LEPC.
- Standard:
  - Develop the LEPC structure, appoint members to an LEPC through the Louisiana Emergency Response Commission, conduct an LEPC meeting and manage the LEPC long term IAW current doctrine.

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## LEPC: Motive



- Bhopal Disaster of 1984
  - Worse industrial disaster in history.
  - Accidental release of 40 metric tons of Methyl Isocyanides (MIC) by Union Carbide India Limited.
  - MIC overheated and released toxic heavier than air MIC gas.



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## Bhopal: The Release

- In November 1984, most of the safety systems were not functioning.
- Tank 610 contained 42 tons of MIC, much more than safety threshold allowed.
- During the nights of 2-3 December, a large amount of water entered tank 610.
- The reaction generated a major increase in the temperature inside the tank
- A runaway reaction started, which was accelerated by contaminants, high temperatures and other factors.
- This forced the emergency venting of pressure from the MIC holding tank, releasing a large volume of toxic gases.



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## Bhopal: Mitigation

- Union Carbide**
  - The MIC tank alarms had not worked for four years.
  - There was only one manual back-up system, compared to a four-stage system used in the US.
  - The flare tower scrubber had been out of service for five months before the disaster.
  - To reduce energy costs, the MIC refrigeration system was idle.
  - Workers used English manuals, even though few new English.
- Local Government**
  - Indian Government controlled banks and owned 49.1 percent of UCC India.
  - MSDS data was not publically available.
  - Zoning laws are non-existent to prevent slums near plant.
  - The design of the MIC plant, following government guidelines, was "Indianized" by UCIL engineers to maximize the use of indigenous materials and products.



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## Bhopal: Preparedness

- Union Carbide**
  - Lack of skilled operators.
  - Reduction of safety management.
  - Poor training and QC.
  - Insufficient maintenance.
  - Inadequate emergency action plans.
  - Doctors and hospitals were not informed of proper treatment methods for MIC gas inhalation.
- Local Government**
  - The problem was made worse by the number of slums around the plant.
  - Non-existent catastrophe plans.
  - Shortcomings in health care and socio-economic rehabilitation.
  - Medical staff were unprepared for the thousands of casualties.



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## Bhopal: Response Time Line

- Union Carbide**
  - 21:00 Water cleaning of pipes starts.
  - 22:00 Water enters tank 610, reaction starts.
  - 22:30 Gases are emitted from the vent gas scrubber tower.
  - 00:30 The large siren sounds and is turned off.
  - 00:50 The siren is heard within the plant area. The workers escape.
- Local Government**
  - 22:30 First sensations due to the gases are felt—suffocation, cough, burning eyes and vomiting.
  - 1:00 Police are alerted. Residents of the area evacuate. Union Carbide director denies any leak.
  - 2:00 The first people reached Hamidia Hospital.
  - 2:10 The alarm is heard outside the plant.
  - 4:00 The gases are brought under control.
  - 7:00 A police loudspeaker broadcasts: "Everything is normal".

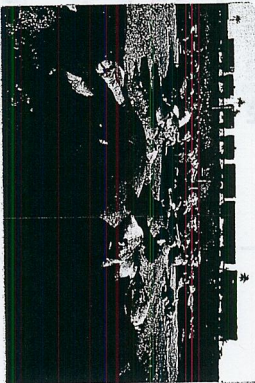


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## Bhopal 1984: Recovery



- 2,000 buffalo, goats, and other animals were collected and buried.
- Within a few days, leaves on trees yellowed and fell off.
- Supplies, including food, became scarce owing to suppliers' safety fears.
- Fishing was prohibited as well, which caused further supply shortages.



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## Bhopal 1984: Recovery



- Thousands of Bhopal residents were killed outright.
- Estimates range from 150,000 to 600,000 injuries were sustained.
- It is estimated that 15,000 later died from injuries

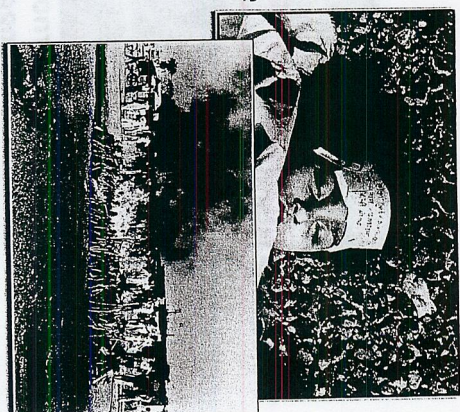


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## Bhopal 1984: Recovery



- This young victim's name was Leela.
- Had her body not been claimed she would have joined thousands of others in mass cremations

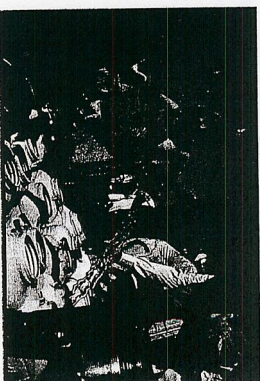


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## Bhopal 1984: Recovery



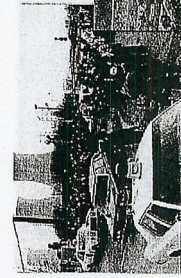
- The area around the plant was used as a dumping area for hazardous chemicals.
- In 1982 water wells in the vicinity of the UCC factory had to be abandoned.
- UCC's laboratory tests in 1989 revealed that soil and water samples collected from near the factory and inside the plant were toxic to fish.
- Several other studies have shown polluted soil and groundwater in the area.



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## LEPC: The Motive



**Three Mile Island  
1979**



**Chernobyl  
1986**



**Bhopal  
1984**



## Governing Mandates

### Federal

- 1980, CERCLA: Comprehensive Response, Compensation, and Liability Act.
- 1986, SARA Title III: Superfund Amendment and Reauthorization Act .
- 1986, EPCRA: Emergency Planning and Community Right to Know Act.

### State

Hazardous Material Response Act (RS 30:2361)



## Governing Mandates

EPCRA Regulatory Structure In Louisiana

**Environmental Protection Agency (EPA)  
Region Six, Denton Texas**

**Louisiana Emergency Response Commission  
DPS, Office of the State Police  
Baton Rouge, Louisiana**

**Local Emergency Planning Committees  
One located in each parish OHSEP  
64 total**



## Governing Mandate

### Federal

#### EPCRA (SARA Title III) Overview

- Emergency Planning and Community Right-to-Know Act (EPCRA) establishes requirements for Federal, state and local governments.
- Provides over sight and increases public's knowledge on chemicals, their uses, and releases through the Community Right-to-Know provisions.

#### EPCRA (SARA Title III) Provisions

- Sections 301 to 303. Emergency Planning
- Section 304. Emergency Notification
- Sections 311 and 312. Community Right-to-Know
- Section 313. Toxic Release Inventory
- Section 322. Trade Secrets



## Governing Mandate:

### Louisiana Emergency Response Commission

- Congress passed SARA Title III & EPCRA in 1986.
- It required that the governor of each state appoint a SERC to implement an information system pertaining to SARA Title III.
- Governor Edwin Edwards issued an executive order that same year to create the LERC.
- In July 1987, the Louisiana Legislature amended Louisiana's Right-to-Know Law with Act 347.
- The new legislation aligned State statutes with federal law.
- This abolished the Hazardous Material Information Development, Preparedness, and Response Advisory Board and replaced it with the LERC.



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## LERC Contacts

- Major Dewayne White, DPS
- Office of The State Police, 7919 Independence Blvd. Baton Rouge, LA
- Phone: (225) 925-6113
- Fax: (225) 925-4048
- Email: [dewayne.white@dps.la.gov](mailto:dewayne.white@dps.la.gov)
- Captain Taylor Moss, DPS, Right-to-Know Unit
- Office of The State Police, 7919 Independence Blvd. Baton Rouge, LA 70806
- Phone: (225) 925-6113
- Fax: (225) 925-3559
- Email: [taylor.moss@dps.la.gov](mailto:taylor.moss@dps.la.gov)



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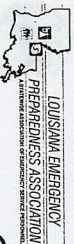
## Governing Mandate:

### Local Emergency Planning Committees

- Paragraph C of the EPCRA: Establishment of local emergency planning committees
- Establishment of local emergency planning committees NLT 10 months after October 17, 1986.
- State emergency response commission shall appoint members of a local emergency planning committee
- Committee shall appoint a chairperson and shall establish rules by which the committee shall function.
- Such rules shall include:
  - Public notification of committee activities,
  - Public meetings to discuss the emergency plans,
  - Public comments,
  - Response to such comments by the committee,
  - Distribution of the emergency plan.



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## Governing Mandate State

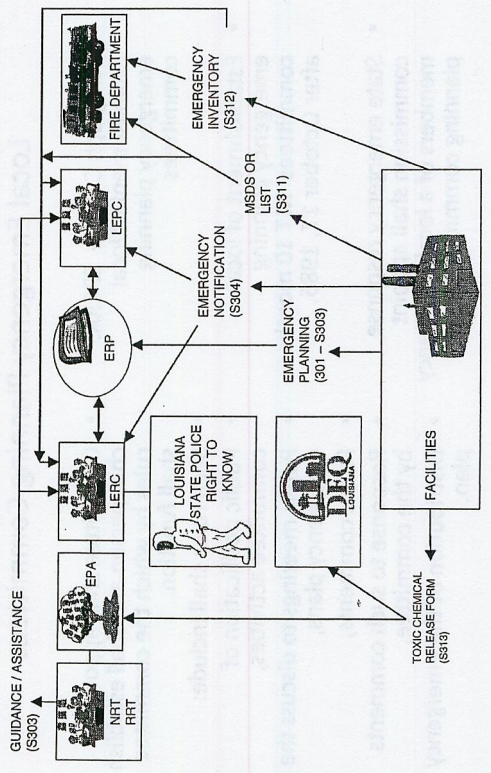
- Hazardous Material, Information, Development, Preparedness, & Response Act (RS 30:2361).
- Established the LERC.
  - Appointed LEPC's.
  - Data collection, fees, plans review.
  - Designated RTK repository.
  - Local government ordinance adoption.
  - Responsibilities.

<http://lerc.dps.louisiana.gov/report.html>



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## Data Flow Requirements



## LEPC Purpose

- The primary focus is to safe guard public health and the environment.
- Increase the public's knowledge and access to information on hazardous and toxic chemicals.
- Encourage applicable entities to develop working relationships to improve emergency response to chemical incidents.

## LEPC Functions

- Increase awareness in the community about the presence of hazardous chemicals.
- Be the vital link between citizens, government and industry.
- Assist communities with the development of emergency action plans for HAZMAT incidents.
- Maintain and administer TIER II Information.
- Assist with HAZMAT related training.

## LEPC Goals

- Effectively administer the core requirements of the EPCRA.
- Increase the publics HAZMAT awareness.
- Be a source of accurate and timely information for HAZMAT incidents.
- Develop and maintain partnerships with federal, state and local agencies.
- Participate in HAZMAT related training.

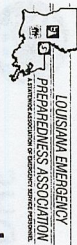


## TIER II Reporting



- Governed by EPCRA Section 312.
- Submitted annually by facilities between January and March.
- Submitted to LERC and LEPC.
- Applicable to fixed facilities only, no transportation companies.
- General public may submit written request for TIER II data with a 45 day response.

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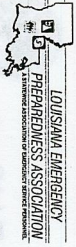


## LEPC Membership

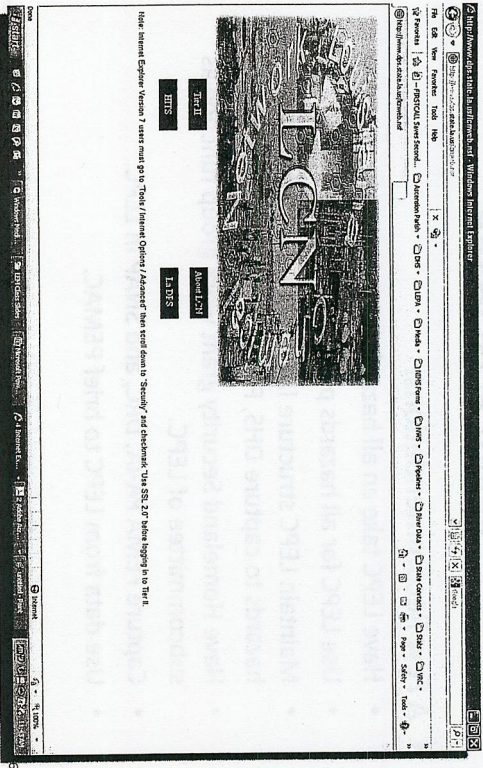


- As prescribed by the EPCRA the LEPC shall include groups from the following organizations:
  - Elected state and local officials.
  - Law enforcement.
  - Firefighting.
  - Emergency management.
  - Transportation.
  - Hospitals.
  - Health.
  - Facility owners & operators.
  - Broadcast and print media.
  - Community groups.

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## Louisiana Chemical Network



## LEPC Projects & Funding



- Projects
  - Risk assessments
  - Planning
  - HAZMAT Studies
- Funding
  - HMEP
  - SHGP

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## LEPC Alignment With DHS, FEMA & GOHSEP



- Prior to 1979 federal response and recovery operations was coordinated through the Federal Disaster Assistance Administration within HUD.
- Many parallel programs and policies existed at the state and local level, compounding the complexity of federal disaster relief efforts.
- Governors asked President Jimmy Carter to centralize federal emergency functions.

# FEMA

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## LEPC Alignment With DHS, FEMA & GOHSEP



### Federal

- 1980, CERCLA: Comprehensive Response, Compensation, and Liability Act.
- 1986, SARA Title III: Superfund Amendment and Reauthorization Act.

### State

Hazardous Material  
Response Act  
(RS 30:2361)



## The Reason Parish OHSEP's Exist In Louisiana

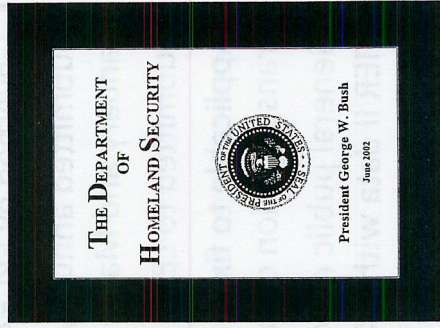
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## LEPC Alignment With DHS, FEMA & GOHSEP



- Prior to 2001 homeland security activities were spread across more than 40 federal agencies and 2,000 separate Congressional appropriations accounts.
- The U.S. Department of Homeland Security became operational on January 24, 2003,



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## LEPC Alignment With DHS, FEMA & GOHSEP



### A Few Recommendations:

- Have LEPC take an all hazards/ESF approach.
- Use LEPC for all hazards planning.
- Maintain LEPC structure IAW EPCRA but modify for all hazards to capture DHS, FEMA & GOHSEP requirements.
- Have Homeland Security grant work group function as subcommittee of LEPC.
- Capture FEMA PA-IA, DRC, and SNAP in LEPC.
- Use data from LEPC to brief PEMAC.

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## Summary



- What year did the Bhopal incident occur?
  - 1984.
- What is the federal governing mandate of the LEPC?
  - The EPCRA or SARA Title III.
- What is the Louisiana governing mandate of the LEPC?
  - Hazardous Material Response Act (RS 30:2361).

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## Summary



- What agency does the LERC report to?
  - The EPA.
- What agency does the local LEPC report to?
  - The LERC.
- What are the four primary objectives of the LEPC?
  - Emergency Planning
  - Emergency Notification
  - Community Right-to-Know
  - Toxic Release Inventory
- Who is responsible for the development of the LEPC?
  - The parish emergency manager.

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- The tank's emergency manager.
- Who is responsible for the development of the LEPC?
  - Toxic Release Inventory
  - Community Right-to-Know
  - Emergency Notification
  - Emergency Planning
- What are the four primary objectives of the LEPC?
  - The LEPC
- What agency does the local LEPC report to?
  - The EPA
- What agency does the LEPC report to?

## Summary

- Hazardous Material Response Act (HS 30:2361).
- the LEPC?
- What is the Louisiana governing mandate of
  - The EPCRA or SARA Title III.

### LEPC?

- What is the federal governing mandate of the
  - 1984.
- What year did the Bhopal incident occur?

## Questions?

## Summary

The role of LEPCs is to form partnerships with local industries and governments as a resource for enhancing hazardous materials preparedness. Local governments are responsible for the integration of planning and response. There are many steps in this process:

Ensuring a local hazards analysis is accomplished and includes hazmat incidents as well as potential off site effects of facility releases

Including hazardous materials incident planning with local emergency plans

Ensuring hazardous materials response capability assessments are accomplished and shortfalls identified

Enhancing response capabilities through responder training

Developing mutual aid agreements with surrounding jurisdictions

Exercising hazmat response with realistic field exercises and table tops.

It is essential for industry to play a part in this process to ensure facility response plans and capabilities dovetail with local government emergency plans. Misperceptions between industry and local response forces can have a catastrophic impact on not only the facility, but on the citizens we are pledged to serve. According to EPCRA, every facility subject to regulation is required to identify and provide the name of a facility "Emergency Coordinator," report types/quantities of regulated chemicals on the site, providing MSDSs, and permitting local fire departments to inspect their facilities.

The LEPC is crucial to maintaining the effectiveness of local hazmat planning and the community right to know provisions of EPCRA. The members come from the planning district and should be familiar with local economy/business, environmental issues, and public safety considerations. This broad-based expertise is required to adequately assist the drafters of the emergency plans, so that the plan adequately addresses local needs/requirements. Also, the LEPC can serve as a focal point for outreach activities concerning citizen response to hazardous materials incidents, health and environmental planning, and environmental risks.

Members of the LEPC represent a large number of government and private organizations, industries, and occupations in order to provide the expertise to advise on plan development and to offer a "total package" of planning and outreach capability. By law, the LEPC membership must represent a cross section of the jurisdiction in which it resides. Therefore, LEPC members should come from:

Elected Officials: County Council, City Council, State Senators/Representatives

Public Health/Safety: Law Enforcement, Emergency Preparedness/Management  
Fire, Emergency Medical Services, Hospitals, Local  
Environmental Organizations, Transportation

Media: Print and Broadcast

Community groups and service organizations

Facility owners and operators

Each member must understand that he/she represents their agency/organization and as such are responsible for coordinating information between the LEPC and their organization, and providing feed-back. The LEPC has many responsibilities, and it will take a concerted effort by all members to fulfill these tasks and expand their outreach into many other activities.

### **LEPC RESPONSIBILITIES**

The major legal responsibilities as listed in EPCRA are listed below. Following each responsibility is the section of EPCRA containing the citation. Each LEPC:

Shall review local emergency management plans once a year, or more frequently as circumstances change in the community or as any facility may require (Section 303(a)).

Shall make available each MSDS, chemical list described in Section 311(a)(2) or Tier II report, inventory form, and follow up emergency notice to the general public, consistent with Section 322, during normal working hours at a location designated by the LEPC (Section 324(a)).

Shall establish procedures for receiving and processing requests from the public for information under Section 324, including Tier II information under Section 312. Such procedures shall include the designation of an official to serve as coordinator for information (301(c)).

Shall receive from each subject facility the name of a facility representative who will participate in the emergency planning process as a facility emergency coordinator (Section 303(d)).

Shall be informed by the community emergency coordinator of hazardous chemical releases reported by owners or operators of covered facilities 9Section304(b)(1)(a)).

Shall be given follow-up emergency information as soon as practical after a release, which requires the owner/operator to submit a notice (Section 304 (c)).

Shall receive from the owner or operator of any facility a MSDS for each chemical (upon request of the LEPC or fire department), or a list of such chemicals as described (Section 311(a)).

Shall, upon request by any person, make available an MSDS to the person in accordance with Section 324 (Section 311(a)).

Shall receive from the owner or operator of each facility an emergency and hazardous chemical inventory form (Section 312(a)).

Shall respond to a request for Tier II information no later than 45 days after the date of receipt of the request (Section 312(e)).

May commence a civil action against an owner or operator of a facility for failure to provide information under Section 303(d) or for failure to submit Tier II information under Section 312(e)(1) (Section 326(a)(2)(B)).

Shall appoint a Chairperson, an Information Coordinator, and establish rules by which the committee shall function (Section 301(c)). Rules shall include provisions for public notification of committee activities, public meetings to discuss the emergency plan, public comments and response to such comments by the committee. Other issues for consideration by the LEPC in its rulemaking are:

- Term of office
- Removal from the LEPC
- Authority of the LEPC
- Immunity for LEPC members
- Notification of the LERC of nominations for changes in the LEPC. The LEPC shall notify the LERC of address changes for LEPC chairpersons.

Shall evaluate the need for resources necessary to develop, implement, and exercise the emergency management plan, and shall make recommendations with respect to additional resources that may be required and means for providing such additional resources (Section 303(a)).

Shall annually publish a notice in local newspapers that the emergency management response plan, MSDS, follow-up release notifications, and inventory forms have been submitted (Section 324(b)).

The items listed above reflect the responsibilities required by EPCRA. The following, while not required by law, help ensure LEPCs will operate effectively:

### **GUIDANCE FOR EFFECTIVE LEPC OPERATION**

Elect a Chairperson, Vice-Chairperson, Secretary/Treasurer, and Chairpersons of standing committees. The only position required by law is that of Information Coordinator, who is responsible for processing requests from the public for information under Section 324. A management structure is very useful to ensure regular meetings are held, continuity of LEPC activities, setting goals and committee policy, , etc. Although again not required by law, we recommend the County Emergency Preparedness Director not be the LEPC chairman. He/she may serve as the LEPC Coordinator or Information Coordinator.

Establish standing or sub-committees. Dividing the work among sub-committees makes for easier planning and data management and take advantage of member expertise/specialization. This helps the process move along more efficiently by allowing several projects to be worked simultaneously. The appointment/election of sub-committee chairpersons may also help the process move more efficiently. The number and type of committees are not delineated in any law or regulation, but several possibilities are:

Planning Sub-committee: Reviewing/developing/revising the hazardous materials response plans, establishing a vulnerability zone methodology, reviewing site-specific hazardous materials response plans submitted by EHS facilities.

Public Information Sub-Committee: Writing/publishing public notices, establishing an information retrieval system, accomplishing citizen/neighborhood outreach activities.

Training and Exercise Sub-Committee: Conducting a training needs assessment, requesting training grants to assist training efforts, establishing an exercise schedule, planning/executing the exercises.

Executive Sub-Committee: Developing long-term LEPC goals, tending to member needs, Soliciting volunteers to fill membership vacancies,

Resource Sub-Committee: Researching the community's emergency response assets and shortfalls, identifying alternate sources for assets, maintaining/updating a "Resource Inventory", identifying volunteer or "in-kind" assistance opportunities.

Emergency Response Sub-Committee: Assist with developing local government response procedures for those personnel who may be involved in hazardous materials responses, establishing/refining local Incident Command procedures to better coordinate local government response.

Finance Sub-Committee: managing the LEPC budget, recommending the use of funds.

Business/Industry Outreach Sub-Committee: Developing efforts to encourage local business and industry to actively participate in LEPC activities.

Compliance Sub-Committee: Ensuring all facilities required to report are in fact reporting, contacting all facilities potentially required to report and assisting the development of a facility reporting procedure, reviewing Tier II reports for accuracy and conducting EHS facility surveys.

Legislative Affairs Sub-Committee: Contacting local/county/state elected officials, drafting /"lobbying" for local/county ordinances, filing fee ordinances, etc. Sub-committees may also be established on a temporary basis to accomplish a specific task, and then be dissolved. For example, a search committee could be formed to locate and nominate a new LEPC chairman.

Conduct regular meetings of the entire membership: Members are best able to attend meetings when the LEPC sets a regular meeting time and date. We suggest meeting at least quarterly. Sub-committees can meet as needed as agreed upon by the members.

More meeting guidance: Have a meeting agenda  
Use Roberts Rules of Order  
Record and publish meeting minutes  
Send each member a meeting notice and agenda at least two weeks in advance of the meeting  
Have meetings at different locations, possibly at member facilities and then give facility tours  
Serve food and they will come, so luncheon meetings are useful

LEPC meetings are open to the public: Consider news releases to the media concerning meeting announcements, LEPC membership and activities, EPCRA updates, etc. At a minimum, announce the date, time, and location of the next meeting to give citizens

the opportunity to attend. Official publication of meeting minutes is not required by law, but it is a good public outreach tool by making such information available to the media.

**LOUISIANA EMERGENCY RESPONSE COMMISSION**

**STATE OF LOUISIANA**

**PARISH LEPC POINTS OF CONTACT**

**COMPOSITION OF THE LEPC**

In accordance with the EPCRA & SARA Title III the LERC must record membership in each parish LEPC. The minimum required disciplines and data are listed below. Please provide this data to the LERC by August 30th, 2011. Members of the LEPC represent a large number of government and private organizations, industries, and occupations in order to provide the expertise to advise on plan development and to offer a total package of planning and outreach capability. By law, the LEPC membership must represent a cross section of the jurisdiction in which it resides. Therefore, LEPC members should come from the disciplines listed below.

**PARISH**

**ANNUALLY SCHEDULED LEPC MEETING DATES AND LOCATIONS**

**Parish LEPC Meeting Location**

**Parish LEPC Meeting Dates**

ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

Date \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_

**EMERGENCY MANAGEMENT**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**LAW ENFORCEMENT**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**FIRE**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**Elected Official (Parish)**



NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**Elected Official (City)**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**Elected Official (State)**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**EMERGENCY MEDICAL SERVICES**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**HOSPITALS**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**PUBLIC HEALTH**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_  
BUSINESS NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_

**FACILITY OWNER/OPERATOR REPRESENTATIVES**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

AGENCY \_\_\_\_\_  
TITLE \_\_\_\_\_

2013

CITY _____	BUSINESS NUMBER _____
STATE _____	EMAIL _____
ZIP CODE _____	

**TRANSPORTATION**

NAME _____	AGENCY _____
ADDRESS _____	TITLE _____
CITY _____	BUSINESS NUMBER _____
STATE _____	EMAIL _____
ZIP CODE _____	

**PRINT AND BROADCAST MEDIA**

NAME _____	AGENCY _____
ADDRESS _____	TITLE _____
CITY _____	BUSINESS NUMBER _____
STATE _____	EMAIL _____
ZIP CODE _____	

**LSU Fire & Emergency Training Institute**

<b>Quarter: 10/1/09 - 12/31/09</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry of HazMat Part A	4	1
	Chemistry of HazMat Part B	2	1
	Site Ops	4	1
	HazMat Technician	34	3
	HazMat Technician Refresher	138	14
	HazMat Awareness Level	245	13
	HazMat Operational Level	154	10
	Cameo	0	0
	<b>Total</b>	<b>582</b>	<b>43</b>
<b>Quarter: 1/1/10- 3/31/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry of HazMat Part A	10	1
	Chemistry of HazMat Part B	0	0
	Site Ops	0	0
	HazMat Technician	84	7
	HazMat Technician Refresher	103	12
	HazMat Awareness Level	330	18
	HazMat Operational Level	98	6
	Cameo	0	0
	<b>Total</b>	<b>625</b>	<b>44</b>
<b>Quarter: 04/1/10 - 06/31/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry of HazMat Part A	0	0
	Chemistry of HazMat Part B	10	1
	Site Ops	9	1
	HazMat Technician	43	7
	HazMat Technician Refresher	180	11
	HazMat Awareness Level	201	13
	HazMat Operational Level	54	3
	Cameo	0	0
	Ethanol Awareness	134	9
	<b>Total</b>	<b>631</b>	<b>45</b>
<b>Quarter: 07/1/10- 09/30/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry of HazMat Part A	6	1
	Chemistry of HazMat Part B	6	1
	Site Ops	31	4
	HazMat Technician	66	5
	HazMat Technician Refresher	24	4
	HazMat Awareness Level	180	14
	HazMat Operational Level	22	2
	Cameo	0	0
	<b>Total</b>	<b>335</b>	<b>31</b>

Year Totals: 10/1/09 -09/30/10	Class Name:	# of Students	# of Classes:
	Chemistry of HazMat Part A	20	3
	Chemistry of HazMat Part B	18	3
	Site Ops	44	6
	HazMat Technician	227	22
	HazMat Technician Refresher	445	41
	HazMat Awareness Level	956	58
	HazMat Operational Level	328	21
	Cameo	0	0
	Ethanol Awareness	134	9
	Total	2172	163

**Louisiana State Police**

<b>01/01/10-3/31/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry i	15	1
	Per 222 Sampling Techniques	15	1
	Tank Truck Workshop	51	2
	HazMat Technician	43	2
	HazMat Technician Refresher	0	0
	<b>Total</b>	<b>124</b>	<b>6</b>
<b>04/01/10-6/30/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry i	45	1
	Chemistry ii	42	1
	Per 222 Sampling Techniques	0	0
	Tank Truck Workshop	0	0
	HazMat Technician	25	1
	HazMat Technician Refresher	29	1
	HazMat Awareness Level	62	2
	Safety Officer	25	1
	<b>Total</b>	<b>228</b>	<b>7</b>
<b>7/01/10-9/30/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Cameo	23	1
	HazMat IQ	35	1
	HazMat Technician Refresher	17	1
	<b>Total</b>	<b>75</b>	<b>3</b>
<b>Year Totals: 01/01/10-6/30/10</b>	<b>Class Name:</b>	<b># of Students</b>	<b># of Classes:</b>
	Chemistry i	60	2
	Chemistry ii	42	1
	Per 222 Sampling Techniques	15	1
	Tank Truck Workshop	51	2
	HazMat Technician	68	3
	HazMat Technician Refresher	46	1
	HazMat Awareness Level	62	2
	Safety Officer	25	1
	Cameo	23	1
	HazMat IQ	35	1
	<b>Total</b>	<b>427</b>	<b>16</b>

**LSU Fire&Emergency Training Institute**

<b>Quarter:4/1/10-06/31/10</b>	<b>Class Name:</b>	<b># of Students:</b>	<b># of classes:</b>
	Chemistry of HazMat Part A	0	0
	Chemistry of HazMat Part B	10	1
	Site Ops	9	1
	HazMat Technician	43	7
	HazMat Technician Refresher	180	11
	HazMat Awareness Level	201	13
	HazMat Operational Level	54	3
	Cameo	0	0
	Ethanol Awareness	134	9
	<b>Total</b>	<b>631</b>	<b>45</b>
<b>Quarter: 7/1/10-09/30/10</b>	<b>Class Name:</b>	<b># of Students:</b>	<b># of classes:</b>
	Chemistry of HazMat Part A	6	1
	Chemistry of HazMat Part B	6	1
	Site Ops	9	1
	HazMat Technician	66	5
	HazMat Technician Refresher	24	4
	HazMat Awareness Level	180	14
	HazMat Operational Level	22	2
	cameo	0	0
	Ethanol Awareness	0	0
	<b>Total</b>	<b>313</b>	<b>28</b>
<b>Quarter: 10/1/10-12/31/10</b>	<b>Class Name:</b>	<b># of Students:</b>	<b># of classes:</b>
	Chemistry of HazMat Part A	0	0
	Chemistry of HazMat Part B	0	0
	Site Ops	0	0
	HazMat Technician	34	2
	HazMat Technician Refresher	76	9
	HazMat Awareness Level	152	12
	HazMat Operational Level	103	8
	Cameo	0	0
	Air monitoring and Detection	9	2
	<b>Total</b>	<b>374</b>	<b>33</b>
<b>Quarter: 1/1/11-3/31/11</b>	<b>Class Name:</b>	<b># of Students:</b>	<b># of classes:</b>
	Chemistry of HazMat Part A	0	0
	Chemistry of HazMat Part B	0	0
	Site Ops	0	0
	HazMat Technician	45	2
	HazMat Technician Refresher	54	4
	HazMat Awareness Level	235	14
	HazMat Operational Level	135	9
	cameo	0	0
	<b>Total</b>	<b>469</b>	<b>29</b>



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 83D CBRN BATTALION  
JOINT READINESS TRAINING CENTER & FORT POLK  
FORT POLK, LOUISIANA 71459

AFZA-HC-CM-CO


21 June 2010

MEMORANDUM FOR Louisiana Department of Environmental Quality, 602 N. Fifth Street  
Baton Rouge, LA 70802

SUBJECT: Request for Access to E-plan

1. Due to the current Prepare To Deploy Order (PTDO) directed by the Department of Defense, US ARMY FORSCOM OPERATION CENTER, FORSCOM G3 OPS (MC), the 83d CBRN Battalion requests access to the Louisiana E-plan data base system. Access to this system will allow our units to prepare for the upcoming hurricane season, as we have been directed to respond to TIC/TIM sites destruction/devastation throughout the Vernon and Beauregard Parishes region.

2. The point of contact for this memorandum is CPT Andriana A. Bouldin at (337) 531-1661 or [andriana.bouldin@us.army.mil](mailto:andriana.bouldin@us.army.mil).

  
M. BLAINE HEDGES  
LTC, CM  
Commanding



# Parish of Ascension

Office of Homeland Security & Emergency Preparedness

TOMMY MARTINEZ  
Parish President

RICHARD A. WEBRE  
Director, OHSEP

December 9, 2010

TO: Chairperson, Local Emergency Planning Committee.

FROM: Richard Webre, Chairman, LEPC Support Committee, LERC.

SUBJECT: LEPC Membership Status.

LEPC's are crucial to local hazardous materials planning and community right-to-know programs. Membership on these committees come from the local area and should be familiar with factors that affect public safety, the environment, and the economy of the community. That expertise is essential as the LEPC advises the writers of the local all hazards plan in tailoring it to the needs of the parish or jurisdiction. The LEPC serves as a focal point for information related to hazardous substance emergency planning and risks. Local citizenry will expect the LEPC to reply to questions about chemical hazards and HAZMAT risk management actions. The LEPC's can also expect to answer questions related to the extent of health and environmental effects of toxic chemical releases. The EPA and the LERC are working together to ensure that this information is available at the local level.

In order for the LERC to support LEPC operations at the local level, accurate information on LEPC structure is critical. Please submit the following information on each member of your LEPC: Name, telephone number, e-mail address, and discipline. In addition, please submit the frequency, dates, and location that the LEPC meets. For more information regarding this request please contact the undersigned at (225) 621-8360. Thank you for your time and consideration.

Sincerely,

# DRAFT

Richard A. Webre  
Director, AP OHSEP





**State of Louisiana**  
Department of Health and Hospitals  
Center for Environmental Health Services

March 26, 2010

Louisiana Emergency Response Commission  
C/O Office of State Police / Right-to-Know Unit  
P.O. Box 66168  
Baton Rouge, LA 70896-6168

Re. Tier II Data Access (E-Plan)

Dear Sirs:

I am requesting access to Tier II data through the E-Plan system on behalf of the Louisiana Department of Health and Hospitals / Office of Public Health (OPH) / Section of Environmental Epidemiology and Toxicology (SEET).

Through a cooperative agreement with the Centers for Disease Control (CDC), SEET is funded to notify OPH regional staff of emergencies in their area that might require a response from the Health Department. This process is accomplished by a thorough screening of notifications from both the State Police as well as the National Response Center. In the event that a response from regional health department staff is required, SEET, upon request, creates maps of the area that include both the incident site as well as vulnerable populations such as hospitals, schools, and day cares. In addition, SEET also provides information on the chemical that was (or threatened to be) released to both health department regional staff, as well as, local hospitals where victims might be taken. The information generally consists of Material Safety Data Sheets (MSDS) and Medical Management Guidelines (MMGs) on the released chemical.

SEET is requesting access to the Tier II database for several reasons. First, we believe that the data would be a useful addition to the maps that SEET creates. For example, if there was a truck carrying chlorine that caught fire near a facility, it would be beneficial for our emergency response staff to know what was in that facility in case the situation became uncontained. Second, in the past, SEET GIS staff has been tasked with the placement of stationary antidote sites (push-packs) for chemicals such as organophosphates. Having access to the Tier II database would allow for better planning of the placement of these sites in the future.

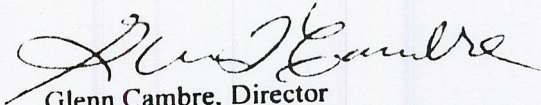
SEET is requesting access for the following individuals to have access to E-Plan:

- Charles "Steve" Backstrom  
628 N 4<sup>th</sup> Street  
PO Box 4489  
Baton Rouge, LA 70821  
(225) 342-7485

- William "Clay" Trachtman  
628 N 4<sup>th</sup> Street  
PO Box 4489  
Baton Rouge, LA 70821  
(225) 342-7125

In addition, Clay Trachtman will act as agency administrator and decide who will be given access to E-Plan in the future. My contact information is below.

Thank you for your consideration.



Glenn Cambre, Director  
Center for Environmental Health Services  
Office of Public Health  
Louisiana Department of Health and Hospitals



*Department of Public Safety and Corrections*  
*Public Safety Services*

Bobby Jindal  
GOVERNOR

Michael D. Edmonson, Colonel  
DEPUTY SECRETARY PUBLIC SAFETY SERVICES  
SUPERINTENDENT, OFFICE OF STATE POLICE

December 17, 2010

Mr. Charles Rogoff

U.S. Department of Transportation

H.M.E.P. Grant Administration

Washington D.C. 20590

**Report of HMEP Grant Accomplishments for FY 2009**

For the budget period 2009 through 2010, the Louisiana State Police was able to provide training for 504 first responders for a total of 10,696 training hours with the allocated grant funds. We were also able to assist four of the Local Emergency Planning Committees in conducting commodity flow studies and updating their emergency response plans by issuing them \$99,130 from the planning portion of the grant. We are heading into the next fiscal year with a great head of steam and expect to provide even more great training opportunities to our first responders and Local Emergency Planning Committees.

1. Louisiana has 64 active LEPC's. Four Parishes (Ascension, East Baton Rouge, Beauregard, and Winn) have received funding through the 2009 HMEP Planning Grant.
2. All 64 parishes participate in an annual Hazard Mitigation review and develop action plans to mitigate hazards. Meetings of LEPC members and Louisiana Department of Public Safety representatives are used to identify hazards and plans are then developed for submission to La. DPS by parish agencies.
3. Emergency Operations Plans (EOPs) are reviewed every other year and areas of improvement are notated along with After Action Reports from any exercises. During the year after the EOP is reviewed, Parishes develop and improve plans and submitted to the La. DPS Planning Branch.
4. The only activities reported by LEPC's were those who applied for grant funding. See question #8.



# Department of Public Safety and Corrections

## Public Safety Services

Bobby Jindal  
GOVERNOR

Michael D. Edmonson, Colonel  
DEPUTY SECRETARY PUBLIC SAFETY SERVICES  
SUPERINTENDENT, OFFICE OF STATE POLICE

5. Lessons learned from exercises incorporated into response planning and the community emergency plans are listed in question #8.
6. No LEPC's reported attending meetings, conferences, or other opportunities for preparedness and response education. We have several steps in place for next year to attempt to gather this information.
7. All LEPC's participate in some sort of emergency planning each year in early spring. The Governor's Office of Homeland Security and Preparedness along with the State Police issue several public safety announcements about sheltering in place and preparing homes in case of a disaster.
8. Louisiana receives \$126,330.00 in planning funds. Of the 64 LEPCs, only 4 requested funding for this fiscal year for a total of \$99,130.00. Based on their request, we were able to fill each request as follows:

Ascension Parish received \$64,400 to enhance their hazmat module (ESF 10), develop a Standard Operating Procedure for hazardous material response, to conduct LEPC meetings and workshops, to create a comprehensive public outreach program and to place editable versions on the all hazards plan online.

Winn Parish received \$3,840 to conduct a commodity flow study in the heart of Winnfield, La.

East Baton Rouge Parish received \$28,000 to contract a professional company to review their emergency operations procedures and plans.

Beauregard Parish received \$2,890 to review their all hazards response plan and update their commodity flow information.

As a result of the low response from the LEPCs we have began scheduling training that will train directors on how to properly use the funding from the grant. We are scheduling more Computer Aided Management for Emergency Operations classes, Commodity Flow Study classes, and Table Top Exercise Classes. We are also in the beginning stages of developing a statewide commodity flow study program that will allow all LEPCs and Hazmat responders to access a computer program that will incorporate their individual commodity flow results along with Tier 2 reports, and data from a regional / statewide aggregate flow study.



# Department of Public Safety and Corrections

## Public Safety Services

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9. Louisiana has 64 LEPCs and over 70 chemical plants. Many of the LEPCs have cooperative agreements with neighboring parishes as well as nearby military institutions which makes it hard to determine an exact number of Hazmat Response Teams. Most of the chemical plants have internal response teams.
10. The Louisiana Department of Public Safety coordinated all of the training funds to provide training to Louisiana First Responders in several ways. The Louisiana State Police Hazardous Materials Section Provided most of the training, while the rest of the training was contracted out or taught through partnerships with other hazmat agencies in Louisiana.

The HazMat Technician class is lead by Mike Lofton from CRA Inc. and assisted by:  
Louisiana State Police Emergency Services Unit (HazMat Responders)  
Louisiana Department of Environmental Quality  
Canadian National Rail Road  
Environmental Protection Agency  
Dupont  
Baton Rouge Emergency Medical Sservices  
Zachary Fire Department

The Louisiana State Police Emergency Services Unit provided Awareness and Refresher courses.

The Chemistry courses were taught by Dieter Heinz from Heinz Consulting.

The Tank Truck Emergency Response Workshops were facilitated by Safe Transportation Training Specialists.

The Air Sampling class and CAMEO classes were provided by instructors from the National Center for Biomedical and Research Training through Louisiana State University.

The Hazmat Safety Officer course was provided by A/C Fire Consultants.

HazMat IQ taught the HazMat IQ class.



# Department of Public Safety and Corrections

*Public Safety Services*

Bobby Jindal  
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SUPERINTENDENT OFFICE OF STATE POLICE

11. The following courses were partially or fully funded by HMEP:

2009 - 2010 HMEP Classes

Course Date	Course Name	Provider	Total					Training Hours
			Students	Fire	Police	EMS	Other	
December 9	Tech Refresher	JESTC	12	12	0	0	0	96
December 16	Tech Refresher	JESTC	12	12	0	0	0	96
January 11 thru 15	40 hr Technician	CRA / JESTC	27	18	2	0	7	1080
January 18 thru 22	Chemistry I	Dieter Heinz	15	13	2	0	0	600
February 9 & 10	Tank Truck Workshop	STTS	34	28	6	0	0	544
February 11 & 12	Tank Truck Workshop	STTS	19	17	0	0	2	368
February 22	Tech Refresher	LSP HazMat	29	29	0	0	0	232
March 1 thru 5	40 hr Technician Per 222 Sampling	CRA / JESTC	21	16	5	0	0	840
March 9 thru 11	Techniques	LSU	15	15	0	0	0	360
April 12 thru 16	Chemistry I	Dieter Heinz	45	41	2	2	0	1800
April 19 thru 23	Chemistry II	Dieter Heinz	44	41	1	1	1	1760
May 3 thru 7	40 hr Technician	CRA / JESTC	25	9	14	0	2	1000
May 18 thru 20	Safety Officer Course	A/C Fire	25	19	6	0	0	600
May 6	Refresher	LSP HazMat	5	0	5	0	0	40
May 10	Refresher	LSP HazMat	16	0	16	0	0	128
May 11	Awareness	LSP HazMat	23	0	23	0	0	92
May 12	Awareness	LSP HazMat	33	0	33	0	0	132
June 14	Refresher	LSP HazMat	29	29	0	0	0	232
August 10 thru 12	CAMEO	NCBRT	23	11	7	0	5	552
September 8	HazMat IQ	HMIQ	35	18	17	0	0	280
September 13	Refresher	LSP HazMat	17	16	1	0	0	136
<b>TOTAL</b>			<b>504</b>	<b>344</b>	<b>140</b>	<b>3</b>	<b>17</b>	<b>10696</b>

13. All courses offered by La. DPS met or exceeded NFPA and OSHA standards.

14. No funding was provided to LEPCs for training.



*Department of Public Safety and Corrections*  
*Public Safety Services*

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SUPERINTENDENT, OFFICE OF STATE POLICE

15. N/A

16. N/A

Louisiana Department of Public Safety / Louisiana State Police Joint Emergency Services Training Center

Contact Person for 2009-2010 Grant period - Sgt. Kelly Feet [kelly.feet@dps.la.gov](mailto:kelly.feet@dps.la.gov) Office 225-925-6224 Fax 225-925-6106.

Contact Person for 2010-2011 Grant period – Sgt. Sheldon Perkins [Sheldon.perkins@dps.la.gov](mailto:Sheldon.perkins@dps.la.gov) Office 225-658-7208 Fax 225-654-8327.

If you need any further information, please contact me any time.

Sincerely,

Sgt. Kelly Feet

Training Coordinator

Louisiana State Police Training Academy

BOBBY JINDAL  
GOVERNOR



PAUL W. RAINWATER  
COMMISSIONER OF ADMINISTRATION

**State of Louisiana**  
Division of Administration  
Office of the Commissioner

December 2, 2010

Mr. Wynnette Brian  
Chairman  
Emergency Response Commission  
Department of Public Safety and Corrections  
Post Office Box 66168  
Baton Rouge, LA 70896

DEC 08 2010

Dear Mr. Brian:

During the 2009 legislative session, Gov. Bobby Jindal signed Act 12, which provides additional accountability and transparency for Louisiana's regulatory boards and commissions. The act directs the Commissioner of Administration to "establish and maintain a website to post the information designated" by the act. As a result, the Division of Administration created the Boards and Commissions database (<http://wwwprd.doa.louisiana.gov/boardsandcommissions/home.cfm>) within its LaTrac website and opened it to the required regulatory boards and commissions earlier this year.

Since that time, Gov. Jindal has signed Act 814 of 2010, which expands these filing requirements to include each board and commission whose members are required to file annual financial disclosure statements pursuant to R.S. 42:1124.2.1, which greatly increases the number of boards and commissions required to file and maintain the information on this website.

In addition, R.S. 24:513.2 requires the Legislative Auditor to establish and maintain a comprehensive computerized information system on all state boards, commissions, and like entities.

The good news is, in an effort to streamline these two filing requirements, the Division of Administration and the Legislative Auditor have formed a cooperative endeavor that allows the satisfactory filing of the required information on the Division's Boards and Commissions website to also fulfill the annual filing requirements of the Legislative Auditor.

The Division's online system allows designated board or commission users to enter the information required by these acts. Each board and commission will have to provide their statutory authorization, contact information, member information, employee information, financial and budget information, and the rules, regulations, and procedures of the board. This information must be submitted by February 15, 2011.

Each person you believe will need to access the system must submit their:

- First and last name
- Email address
- Phone number



Mr. Wynnette Brian  
December 2, 2010  
Page 2

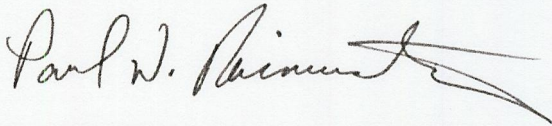
- Personnel identification number (LEO P-ID) or if that does not exist, the last four digits of their Social Security number
- Organization name

Please submit the information via email to Dr. Steven Procopio, Assistant Commissioner of Management & Finance, at [steven.procopio@la.gov](mailto:steven.procopio@la.gov). Once we have registered your contact in the system, we will email that person a link as well as instructions on how to enter the necessary information. If you have questions about this process, please contact Dr. Procopio at the email above or call 225-342-7000.

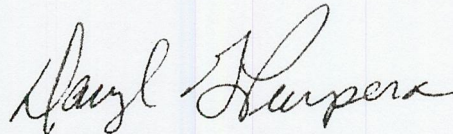
For those of you who already filed in accordance with Act 12 earlier this year, you do not need to register again unless you have new users who need access to the system; however, you do need to update any of the required information you provided earlier in the year. If you have any questions, please contact Dr. Procopio.

We look forward to working with you to continue making Louisiana a leader in transparency and accountability.

Sincerely,



Paul W. Rainwater  
Commissioner of Administration



Daryl G. Purpera, CPA, CFE  
Legislative Auditor

# LOUISIANA EMERGENCY RESPONSE COMMISSION

## EXECUTIVE ORDER NO. BJ 2008-72

### COMMITTEE MEMBERS

Major Adam White for Col. Michael D. Edmonson  
Department of Public Safety  
7919 Independence Blvd.  
Baton Rouge, LA  
Phone: (225) 925-6113  
Fax: (225) 925-4048  
Email: [Adam.White@dps.la.gov](mailto:Adam.White@dps.la.gov)

Peggy Hatch, Secretary  
Department of Environmental Quality  
P.O. Box 4301  
Baton Rouge, LA 70821-4301  
Phone: (225) 219-3950  
Cell: (225) 270-8399  
Fax: (225) 219-3970  
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Brent Robbins DVM  
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P. O. Box 1951  
Baton Rouge, LA 70821  
Phone: (225) 935-2151  
Fax: (225) 922-1253  
Email: [brobbins@ldaf.state.la.us](mailto:brobbins@ldaf.state.la.us)

Chris J. Guilbeaux  
Governor's Office of Homeland Security and Emergency Preparedness  
7667 Independence Blvd.  
Baton Rouge, LA 70806  
Phone: (225) 925-7333  
Fax: (225) 925-7501  
Email: [christopher.guilbeaux@la.gov](mailto:christopher.guilbeaux@la.gov)

Captain Taylor Moss  
Right-to-Know Unit, Department of Public Safety, Office of State Police  
7919 Independence Blvd.  
Baton Rouge, LA 70806  
Phone: (225) 925-6113 ext. 240  
Fax: (225) 925-3559  
Email: [taylor.moss@dps.la.gov](mailto:taylor.moss@dps.la.gov)

Mr. Richard A. Webre  
Louisiana Emergency Preparedness Association  
13058 Roddy Road  
Gonzales, LA 70737  
Phone: (225) 621-8360  
E-mail: [rwebre@apgov.us](mailto:rwebre@apgov.us)

D. Jeffrey Gleason, Director  
LSU Firemen and Emergency Training Institute  
6868 Nicholson Dr.  
Baton Rouge, LA 70820  
Phone: (225) 334-6300, (800) 256-3473  
Fax: (225) 334-6341  
Email: [gleason@lsu.edu](mailto:gleason@lsu.edu)

Roland Guidry, Coordinator  
Representative of Environmental Interest  
Louisiana Oil Spill Coordinator's Office  
P. O. Box 66164  
Baton Rouge, LA 70896  
Phone: (225) 925-6606  
Cell: (225) 933-6809  
Fax: (225) 925-7068  
Email: [roland.guidry@la.gov](mailto:roland.guidry@la.gov)

Stephen W. Dennis  
Louisiana Chemical Association  
15616 Green Trails Blvd.  
Baton Rouge, LA 70817  
Phone: (225) 353-5876  
Email: [swdennis@dow.com](mailto:swdennis@dow.com)

## At-Large Members

Chief Bobby Black  
David Crockett Steam Fire Company No. 1  
1136 Lafayette Street  
Gretna, LA 70053  
Phone: (504)-363-1494  
Cell: (504) 615-9806  
Fax: (504)-363-1492  
Email: [dcfd100@bellsouth.net](mailto:dcfd100@bellsouth.net)

Mayor Hiram Copeland  
City of Vidalia  
P. O. Box 2010  
101 North Spruce St.  
Vidalia, LA 71373  
Phone: (318) 336-5206  
Fax: (318) 336-6253  
Email: [hbcopeland@bellsouth.net](mailto:hbcopeland@bellsouth.net)

Chief Jeremy Cryer  
Westlake Police Department  
P. O. Box 700  
Westlake, LA 70669  
Phone: (337) 433-4151  
Cell: (337) 304-7300  
Fax: (337) 433-4578  
Email: [cryerwlpd@yahoo.com](mailto:cryerwlpd@yahoo.com)

Chief Samuel J. "Sammy" Halphen, Jr.  
Bossier Parish Police Jury  
P. O. Box 70  
Bossier City, LA 71006  
Phone: (318) 965-2329  
Email: [sammyhalphen@mail.bossierparishla.gov](mailto:sammyhalphen@mail.bossierparishla.gov)

Sheriff Willy Martin  
St. James Parish Sheriff's Office  
PO Box 83  
Convent LA 70723  
Phone: (225) 562-2377  
Fax: (225) 562-2380  
Email: [sheriff@stjamesla.com](mailto:sheriff@stjamesla.com)

Paul Naquin, President  
St. Mary Parish Government  
Fifth Floor Courthouse Building  
Franklin, LA 70538-6198  
Phone: (337) 828-4100  
Fax: (337) 828-4092  
Email: [pnaquin@stmaryparishla.gov](mailto:pnaquin@stmaryparishla.gov)

Lt. Chris Rushing  
Baton Rouge Police Department  
14635 Pinkney Ln  
Walker, LA 70785  
Phone: (225) 389-3860  
E-mail: [crushing@brgov.com](mailto:crushing@brgov.com)

Col. Pat Santos  
Governor's Office of Homeland Security and Emergency Preparedness  
7667 Independence Blvd.  
Baton Rouge, LA 70806  
Phone: (225) 925-7331  
Fax: (225) 925-7348  
Email: [psantos@ohsep.louisiana.gov](mailto:psantos@ohsep.louisiana.gov)

Sen. Mike Walsworth  
4007 White's Ferry Rd., Suite A  
West Monroe, LA 71291  
Phone: (318) 396-5499  
Fax: (318) 396-0192  
Email: [walsworthm@legis.state.la.us](mailto:walsworthm@legis.state.la.us)

Rep. Mack "Bodi" White  
35055 LA Hwy. 16, Suite 2A  
Denham Springs, LA 70706  
Phone: (225) 791-2199  
Fax: (225) 791-9203  
Email: [larep064@legis.state.la.us](mailto:larep064@legis.state.la.us)

Chairman of Lincoln Parish LEPC changed. See update below:

Mr. Kip Franklin, Chair  
Lincoln Parish Emergency Planning Committee  
P. O. Box 979  
Ruston, LA 71273  
Phone: 318-513-6200  
Fax: 318-513-6209  
Email: [Kfranklin@lincolnparish.org](mailto:Kfranklin@lincolnparish.org)  
Web Site: <http://www.lincolnparish.org>





"Don Ewing"  
<daewing@pcpsso.org>  
06/14/2011 12:35 PM

To "Wanita Pepper" <wanita.pepper@dps.la.gov>  
cc  
bcc  
Subject 2011 Pointe Coupee Parish LEPC

Hi Ms. Pepper,

Attached is the 2011 list of LEPC appointees for Pointe Coupee Parish. As you will note on the list I am no longer Chairman. Mr. George Miller serves as Chair with Mr. Jack as Vice-Chair and Mr. Byrd as Secretary/Treasurer.

The LEPC meets quarterly in the old Chapel at Pointe Coupee General Hospital.

If any other information is needed please feel free to contact my by email or any of the phone numbers listed below.

Respectfully,

Donald A. Ewing, LEM  
Director  
Pointe Coupee Parish OHSEP  
P. O. Box 248  
New Roads, LA 70760



2011 Pointe Coupee Parish LEPC.docx



**Pointe Coupee Parish LEPC  
2011 - Membership Roster**

Mr. George Miller, Chairman  
[Chacha46@bellsouth.net](mailto:Chacha46@bellsouth.net)  
406 Gretchen St  
New Roads, LA 70760  
225-287-4068

Mr. Mark Jack, Vice Chairman  
Pointe Coupee SO/EMS/Fire  
[markjack73@bellsouth.net](mailto:markjack73@bellsouth.net)  
P.O. Box 280  
New Roads, LA 70760  
225-638-3737

Mr. Scot Byrd, Secretary/Treasurer  
Pointe Coupee Chamber of Commerce  
[pointecoupeechamber@yahoo.com](mailto:pointecoupeechamber@yahoo.com)  
P.O. Box 555  
New Roads, LA 70760  
225-240-2280

Mr. Donald Ewing  
[daewing@pcpso.org](mailto:daewing@pcpso.org)  
Director, PCPOHSEP/9-1-1  
P. O. Box 248  
New Roads, LA 70760  
225-694-3737

Mr. Chad Olinde  
[colinde@pcgh.org](mailto:colinde@pcgh.org)  
Health Services Dist. #1  
2202 False River Drive  
New Roads, LA 70760  
225-638-6331

Ms. Elaine Hurme  
[ehurme@pcgh.org](mailto:ehurme@pcgh.org)  
Director of Nursing  
2202 False River Drive  
New Roads, LA 70760  
225-638-6331

Mr. Jimmy Bello  
Parish Administrator  
[jbello@pcpolicejury.org](mailto:jbello@pcpolicejury.org)  
160 E. Main St  
New Roads, LA 70760  
225-638-1013

Mr. Tom Robinson  
Union Pacific Railroad  
[TMRobinson@up.com](mailto:TMRobinson@up.com)  
2173 Maringouin Road  
Livonia, LA 70760  
225-338-2985

Mr. Frank Springstead  
New Roads Police Depart.  
[fspringstead@cityofnewroads.net](mailto:fspringstead@cityofnewroads.net)  
P.O. Box 280  
New Roads, LA 70760  
225-638-5360

Mr. Roosevelt Gemillion  
[rgremillion@bellsouth.net](mailto:rgremillion@bellsouth.net)  
Pres., New World Broadcasting  
803 Parent Street  
New Roads, LA 70760  
225-638-6821

Mr. Lawrence Smith  
[lsjr50@hotmail.com](mailto:lsjr50@hotmail.com)  
Fire District Number 5  
Rooney Road  
New Roads, LA 70760  
225-638-7772

Mr. Elie Part, Jr.  
[epart@att.net](mailto:epart@att.net)  
New Roads Public Works  
407 N. Carolina Street  
New Roads, LA 70760  
225-638-9241



"Don Ewing"  
<daewing@pcpsso.org>  
06/14/2011 12:35 PM

To "Wanita Pepper" <wanita.pepper@dps.la.gov>  
cc  
bcc  
Subject 2011 Pointe Coupee Parish LEPC

Hi Ms. Pepper,

Attached is the 2011 list of LEPC appointees for Pointe Coupee Parish. As you will note on the list I am no longer Chairman. Mr. George Miller serves as Chair with Mr. Jack as Vice-Chair and Mr. Byrd as Secretary/Treasurer.

The LEPC meets quarterly in the old Chapel at Pointe Coupee General Hospital.

If any other information is needed please feel free to contact my by email or any of the phone numbers listed below.

Respectfully,

Donald A. Ewing, LEM  
Director  
Pointe Coupee Parish OHSEP  
P. O. Box 248  
New Roads, LA 70760



2011 Pointe Coupee Parish LEPC.docx

**Pointe Coupee Parish LEPC  
2011 - Membership Roster**

Mr. George Miller, Chairman  
[Chacha46@bellsouth.net](mailto:Chacha46@bellsouth.net)  
406 Gretchen St  
New Roads, LA 70760  
225-287-4068

Mr. Mark Jack, Vice Chairman  
Pointe Coupee SO/EMS/Fire  
[markjack73@bellsouth.net](mailto:markjack73@bellsouth.net)  
P.O. Box 280  
New Roads, LA 70760  
225-638-3737

Mr. Scot Byrd, Secretary/Treasurer  
Pointe Coupee Chamber of Commerce  
[pointecoupeechamber@yahoo.com](mailto:pointecoupeechamber@yahoo.com)  
P.O. Box 555  
New Roads, LA 70760  
225-240-2280

Mr. Donald Ewing  
[daewing@pcpso.org](mailto:daewing@pcpso.org)  
Director, PCPOHSEP/9-1-1  
P. O. Box 248  
New Roads, LA 70760  
225-694-3737

Mr. Chad Olinde  
[colinde@pcgh.org](mailto:colinde@pcgh.org)  
Health Services Dist. #1  
2202 False River Drive  
New Roads, LA 70760  
225-638-6331

Ms. Elaine Hurme  
[ehurme@pcgh.org](mailto:ehurme@pcgh.org)  
Director of Nursing  
2202 False River Drive  
New Roads, LA 70760  
225-638-6331

Mr. Jimmy Bello  
Parish Administrator  
[jbello@pcpolicejury.org](mailto:jbello@pcpolicejury.org)  
160 E. Main St  
New Roads, LA 70760  
225-638-1013

Mr. Tom Robinson  
Union Pacific Railroad  
[TMRobinson@up.com](mailto:TMRobinson@up.com)  
2173 Maringouin Road  
Livonia, LA 70760  
225-338-2985

Mr. Frank Springstead  
New Roads Police Depart.  
[fspringstead@cityofnewroads.net](mailto:fspringstead@cityofnewroads.net)  
P.O. Box 280  
New Roads, LA 70760  
225-638-5360

Mr. Roosevelt Gemillion  
[rgremillion@bellsouth.net](mailto:rgremillion@bellsouth.net)  
Pres., New World Broadcasting  
803 Parent Street  
New Roads, LA 70760  
225-638-6821

Mr. Lawrence Smith  
[lsjr50@hotmail.com](mailto:lsjr50@hotmail.com)  
Fire District Number 5  
Rooney Road  
New Roads, LA 70760  
225-638-7772

Mr. Elie Part, Jr.  
[epart@att.net](mailto:epart@att.net)  
New Roads Public Works  
407 N. Carolina Street  
New Roads, LA 70760  
225-638-9241

St. Mary Parish LEPC  
500 Main Street, Courthouse Bldg.  
Franklin, Louisiana 70538  
337-828-4100, Ext 135

October 28, 2010

TO: All Concerned  
FROM: St. Mary Parish LEPC  
SUBJECT: Record of yearly activities for 2010

St. Mary Parish LEPC met with members to discuss our yearly activities dealing with our LEPC Mission. We would like to report the following:

- I. We have collected TIER II Reports on 85 different sites located in St. Mary Parish. The board feels that there are many more sites located within the Parish and attempts will be made by the OEP Director/LEPC Chairman to have those companies file the necessary reports.
- II. Spills, accidental releases, and accidental discharges (29 reported cases):
  - A. GAS RELEASES: 10 cases reported, 27,805 pounds of gas.
  - B. OIL SPILLS: 11 cases reported, 667 gallons of crude oil.
  - C. DIESEL FUEL: 4 cases reported, 4,440 gallons of diesel.
  - D. MOTOR OIL (Refined Oil): 1 case reported, 200 gallons.
  - E. SALTWATER/CONDESENTS: 3 cases reported, 212 barrels
- III. EMERGENCY PLANS/UPDATES
  - A. St. Mary Parish Office of Emergency Preparedness is updating their Emergency Plan at this time (last updated in 2005).

## LEPC

### What are Local Emergency Planning Committees (LEPCs)?

LEPCs must develop an emergency response plan, review it at least annually, and provide information about chemicals in the community to citizens. Plans are developed by Local Emergency Planning Committees (LEPCs) with stakeholder participation. There is one LEPC for each of the more than 3,000 designated local emergency planning districts. The LEPC membership must include (at a minimum):

- Elected state and local officials
- Police, fire, civil defense, and public health professionals
- Environment, transportation, and hospital officials
- Facility representatives
- Representatives from community groups and the media

### Meeting dates for LEPC Meetings

- Jan 26 10:00 AM Parish Council Meeting Room
- Apr 27 10:00 AM Parish Council Meeting Room
- Jul 27 10:00 AM Parish Council Meeting Room
- Oct 26 10:00 AM Parish Council Meeting Room

### St. Mary LEPC Members:

**Duval Arthur** (Chairman) St. Mary Parish Government OHSEP Director serves on the Town Council in Berwick, and Retired United States Army Sergeant Major. Completed the LEM Certification and is a Graduate of Nicholls State University.

**Paul Rappmundt** (Member) OHSEP Assistant Director, Civil Air Patrol Wing Commander, trained Law Enforcement Officer and in Fire Rescue. Self-employed business owner (P & K Machine Shop)

**Joan Adams** (Member) State Public Health Supervisor for St. Mary Parish, serves on numerous volunteer service organizations, assisted Parish OEP with Evacuations and Sheltering. She also served several years on the previous LEPC Commission.

**Jimmy Broussard** (Member) Retired Lieutenant Colonel with the LA Nat Guard. Retired Captain with the Franklin Police Department. Now serving as a Deputy Sheriff in Special Operations and Maintains the 700-800 radios for the Sheriff's Office. Also serves on the State SEIC Interoperable Communications Commission.

**Brad Weise** (Member) Facilities Supervisor St. Mary School Board. Serves on the Parish Sheltering Committee for the EOP.

**Jillian Fisher** (Secretary) OHSEP Administrative Assistant. has worked for St. Mary Parish Government for several years in the Personnel and Insurance Departments. Handles Emergency Passes for Tier I and II, and Inventory of Emergency Equipment for the Parish.

**Tammy Luke** (Treasurer) Has been working in the OHSEP Section for several years; handling the EMPG Grant, and TIER II Reporting. She also assists with the Hazardous Mitigation Grant Program, and issues Parish Planning Zoning Permits. She puts in countless hours coaching Youth Sports Programs and serves on several Volunteer Organizations.

**Kenny Scelfo** (Member) Kenny has held several positions in the Oilfield over the years and presently serves as a Safety Supervisor for El Paso Petroleum. Kenny is a dedicated Volunteer in several organizations in this community and also was elected to serve on the Franklin City Council.

**Dean Adams** (Member) Presently serves as the Assistant Chief of the Morgan City Fire Department. He is a member of the

St. Mary Communications District 911 Board. He serves on numerous volunteer groups and coaches in several of the Youth Programs for the City of Morgan City.

**Chris Hunter** (Member) Chris has been the News anchor at KWBJ-TV 39 for several years. He has many other duties at KWBJ to include handling the Prep Quiz Bowl, Area Sports reports, and is a volunteer Master of Ceremonies for several organizations.

### **Mission**

The mission of the Local Emergency Planning Committee is to:

- Develop a comprehensive hazardous materials emergency response plan for our community. To be effective, planning must be an ongoing activity.
- Receive and record information about chemical releases
- Collect, manage, and provide public access to information on hazardous chemicals in our area.
- Educate the public about the risks from accidental and routine releases of chemicals and work with facilities to minimize the risks.

## ST. MARY PARISH LEPC BOARD MEMBERS

NAME	ADDRESS	PHONE	EMAIL	EMPLOYER
Duval H. Arthur Jr Chairman	567 Young St. Berwick, LA 70342	985-385-2600 985-384-7008, home 985-518-8882, cell 337-828-4092, fax 337-828-4100x135	<a href="mailto:darthur@stmaryparishla.gov">darthur@stmaryparishla.gov</a>	St. Mary Parish Government Courthouse Bldg. 500 Main Street Franklin, LA 70538
Paul Rappmundt Board Member	1804 Cedar St. Morgan City, LA 70380	985-384-7340, home 985-312-9183, cell 985-395-7428, work	<a href="mailto:prappmundt@bellsouth.net">prappmundt@bellsouth.net</a>	P & K Machine Shop
Joan Adams Board Member	107 Main Street Franklin, LA 70538	337-828-4919, home 337-578-1505, cell 985-385-7018, work	<a href="mailto:joadams@dhh.la.gov">joadams@dhh.la.gov</a> or <a href="mailto:redsunshine_183@hotmail.com">redsunshine_183@hotmail.com</a>	Louisiana Office of Public Health
Jimmy Broussard Board Member	140 F. J. Hebert Jeanerette, LA 70544	337-578-3333, cell 337-828-1960, work	<a href="mailto:jbroussard@stmaryso.com">jbroussard@stmaryso.com</a>	St. Mary Parish Sheriff's Office
Brad Wiese Board Member		337-201-0502, cell 337-836-9605, work 337-836-5119, fax	<a href="mailto:bwiese@stmary.k12.la.us">bwiese@stmary.k12.la.us</a>	St. Mary Parish School Board, P.O. Box 170, Centerville, LA 70522
Jillian E. Fisher Secretary	123 Second St. Franklin, LA 70538	337-578-4706, cell 337-828-4100x120 337-828-4092, fax	<a href="mailto:jfisher@stmaryparishla.gov">jfisher@stmaryparishla.gov</a>	St. Mary Parish Government Courthouse Bldg. 500 Main Street Franklin, LA 70538
Tammy Luke Treasurer	408 Beth Drive Franklin, LA 70538	337-828-1947, home 337-578-3811, cell 337-828-4100x509	<a href="mailto:tluke@stmaryparishla.gov">tluke@stmaryparishla.gov</a>	St. Mary Parish Government 5 <sup>th</sup> Floor Courthouse Bldg. Franklin, LA 70538
Kenny Scelfo Board Member	91 Lee Street Franklin, LA 70538	337-828-2654, home	<a href="mailto:kenny@kennyscelfo.com">kenny@kennyscelfo.com</a>	El Paso
Dean Adams Board Member	912 First Street Morgan City, LA 70380	985-384-7830, home 985-384-4611, work	<a href="mailto:d.adams@cityofmc.com">d.adams@cityofmc.com</a>	Morgan City Fire Dept.
Chris Hunter Board Member	608 Michigan St. Morgan City, LA 70380	985-255-6720, cell 985-384-6960, work	<a href="mailto:news@kwbj.net">news@kwbj.net</a>	KWBK-TV 39



**ST. TAMMANY PARISH**  
**OFFICE OF HOMELAND SECURITY &**  
**EMERGENCY PREPAREDNESS**  
510 EAST BOSTON STREET  
SUITE 102  
COVINGTON, LA 70433  
PHONE: (985) 867-3787 FAX: (985) 898-3030  
E-mail: cpowe@stpgov.org

*Kevin Davis*  
*Parish President*

November 19, 2010

Louisiana Emergency Response Commission  
Attn: Gene Dunagan  
7919 Independence Blvd  
Baton Rouge, LA. 70806

Reference: St Tammany Parish Local Emergency Planning Committee.

Dear Committee,

The St Tammany Parish Local Emergency Planning Committee (LEPC) enacted as a result of Congress passing the Federal Emergency Planning and Community Right-to-Know Act (EPCRA) in 1986 to ensure that citizens are made aware of the chemical hazards present in their communities and are prepared to deal with chemical emergencies has restructured its committee.

The recommended change in committee members is vital to maintaining an active committee when it comes to addressing the public's thirst for knowledge when it comes to Hazardous Material in St Tammany Parish. The committee meets once a month on the first Thursday of each month in open forum and discuss Emergency Preparedness issues, presents past chemical releases that has taken place over the past month and reports any new Tier II reports (Location of Hazardous Materials) This committee meeting is open to the public allowing citizens the Right-to-Know of events that has taken place over the past month and the location of different Hazardous Material in St Tammany Parish.

The attached document represents the current members and changes of the St Tammany Parish LEPC, other list of members shall be null and voided after the submission of this list dated November 12, 2010.

Thanks for your approval of the attached members of the St Tammany Parish Local Emergency Planning Committee. Any question or concerns can be addressed to Clarence Powe Deputy Director Office of Homeland Security St Tammany Parish @ (985) 867-3787 or [cpowe@stpgov.org](mailto:cpowe@stpgov.org).

Sincerely

A handwritten signature in black ink, appearing to read "Kevin Davis".

Kevin Davis  
Parish President  
St Tammany Parish Government



