

LOUISIANA EMERGENCY RESPONSE COMMISSION  
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MINUTES OF THE REGULAR MEETING OF THE  
LOUISIANA EMERGENCY RESPONSE COMMISSION

November 18, 2008

10:00 a.m.

Louisiana State Police Headquarters  
7919 Independence Blvd.  
Baton Rouge, Louisiana 70806

The regular meeting of the LERC was held at the Louisiana State Police Headquarters in Baton Rouge on Tuesday, November 18, 2008. In the absence of Lt. Colonel Ralph Mitchell, Captain Dewayne White called the meeting to order at 10:04 a.m. Ms. Susan Shows, LSP Right to Know Unit, called the Roll. The following members were present: Mayor Hiram Copeland, Chief Jeremy Cryer, Ms. Sharlot Edwards, Mr. Jeffrey Gleason, Mr. Roland Guidry, Ms. Peggy Hatch, Captain Dewayne White, Mr. Andrew Mosher, Mr. Paul Naquin, Colonel Pat Santos, who was also representing Mr. Mark Cooper, Mr. Brent Robbins, representing Mr. Mike Strain, Ms. Tonya Ozene, representing State Representative Bodi White.

The following members were absent: Lt. Colonel Ralph Mitchell, Chief Bobby Black, Mr. Jonathon Burns, Chief David Glass, Sheriff Willy Martin, Mr. Michael Murphy, and Senator Mike Walsworth.

Captain Dewayne White confirmed with Mr. Paul Schexnayder, LSP Legal Counsel, that a quorum was present.

A motion was made by Ms. Sharlot Edwards to accept the written minutes of June 2, 2008. Mr. Andrew Mosher seconded. No opposition, motion carried.

**APPOINTMENT OF COMMITTEE CHAIRMEN:**

Long Range Planning – Lt. Colonel Ralph Mitchell

Emergency Plans Review – Colonel Pat Santos volunteered for this Committee, stating that review of local emergency plans is part of his agency's responsibility. Motion to accept by Mr. Paul Naquin, seconded by Mr. Roland Guidry. Motion carried.

**Training and Resources** – Mr. Jeffrey Gleason stated that the LSU Fire & Emergency Training Institute is heavily involved in Hazardous Material training and volunteered to continue as Chairman of this Committee. Motion to accept by Mr. Paul Naquin, seconded by Colonel Pat Santos. Motion carried.

**LEPC Service Committee** - Ms. Sharlot Edwards volunteered to Chair this Committee. Motion to accept by Mr. Jeffrey Gleason, seconded by Colonel Pat Santos. Motion carried.

**Public Information Committee** – Captain Dewayne White. Motion to accept by Mr. Jeffrey Gleason, seconded by Mr. Roland Guidry. Motion carried.

**Emergency Notification** – Mr. Andrew Mosher volunteered to Chair this Committee. Motion to accept by Mr. Roland Guidry, seconded by Mr. Jeffrey Gleason. Motion carried.

## **OLD BUSINESS**

At the last meeting there was a discussion concerning the ability of a proxy to vote in the absence of a member of this Committee or count toward a quorum. Mr. Paul Schexnayder stated that the statute permits only the proxies representing DPS, DEQ, GOSEPH and the Department of Agriculture to vote and count towards a quorum.

## **NEW BUSINESS**

Colonel Pat Santos stated that GOHSEP is tasked with the review of local parish emergency plans for 2008-2009. He introduced Mr. Chris Guilbeau, Operations Section Chief and Mr. Mitchell Jacobs, Emergency Services Branch Manager, who are new to their GOSEPH positions.

Mr. Guilbeau stated he is the Plans Review Chairman. His section works in branches that mirror NIMS and NCIS. Each is assigned a branch manager who is the subject matter expert for that particular branch.

Up until recently, Wendy Brogdan was the branch manager with GOSEPH. She has since moved on to an operations position. Mr. Mitchell Jacobs has moved into that position.

He has a thorough background in fire and emergency services. He has had training in both fire service and Haz Mat. He will work closely with the parish OEP Directors and/or Fire Chiefs on their local plans to assure that whatever their threat or vulnerability is, it is addressed in their plans and they can react to it. He presented a report on the parishes that have been completed. It is broken down into three categories:

Exceeds Requirements  
Meets Requirements

## Needs Improvement

This report shows the complete list of parishes scheduled for review in 2008 – 2009. They have a three-year program. One third of the parishes are reviewed each year, and then they start the process over. The report shows the parishes they had the opportunity to meet with this year during hurricanes, barge sinking, tug boat and river floods incidents. After their review they will make direct contact with them, give them subject matter and one-on-one time to make sure they can come up to the Meets Requirements portion rating for their plan. They have a very detailed list of what should be included in a plan. He then gave the floor to Mr. Mitchell Jacobs, Emergency Services Branch Manager.

Mr. Jacobs addressed the group by indicating that if anyone has anything he can do for them or has any questions, they should feel free to call or e-mail him. He will be working very closely with LSU Fire Training Institute. The most important aspect of the plans that he is considering is to assure that the plan not only looks good on paper, but that it is functional. He will be checking to see if they will be able to present the plan to someone and in turn, that person will be able to make it work. Mr. Roland Guidry had a question concerning NEMS training of personnel in the parishes, those who were not previously required to be trained. Mr. Jacobs stated that there are requirements that they are aware of for this and they have seen vast improvement in the number of parishes in compliance. Colonel Pat Santos stated that there is a requirement that each parish is to report the number and names of qualified of people that are trained in NEMS. This is done through developed software. There is a constant turnover so this is an ongoing task, but there is a consistent push to make sure everyone is trained in NEMS. Mr. Roland Guidry stated that during an incident when a tugboat hit a barge, the river parishes got together and were integrated into the command systems and that worked well. It had been quite some time since he had that kind of cooperation and expertise.

He appreciated the training that was received by St. Bernard, Plaquemines, Jefferson and Orleans parishes. Colonel Santos asked if the board would like to have a copy of the letter that is prepared after a review, indicating that the parish's plan needs improvement or has shortfalls. This would allow awareness and visibility of the parish's lack of compliance with the required standard. Captain Dewayne White stated that this would be right on track with what needs to be done. The LSP Haz Mat responders are contracted with GOSEPH to teach NEMS. This is something that LSP will continue to do. He stated that there is the HMEP Grant available that can provide funding for technician courses and other courses related to Haz Mat response and mitigation training. If there is a need for these training dollars, Committee members should feel free to contact him. Captain White also stated that if any of the Committee members were in need of any LSP assistance, he would encourage them to contact him at his office.

Captain White stated that his office was in receipt of a request from Texas A&M University for a list of chemicals stored in Louisiana to use in a study. It was his understanding and Mr. Paul Schexnayder agreed that the request had to be approved by this Committee. Captain White asked the Committee if they wanted to address the request for the information now or review it at a later meeting. Mr. Jeffrey Gleason made the motion to release the Tier Two information now, seconded by Mr. Roland Guidry. Motion carried. Mr. Gleason requested that the Committee receive a copy of the study. Captain White will request the copy through correspondence with Texas A&M University.

Mr. Roland Guidry stated that they have Pipeline R&D information for official use only, which will be available if GOSEPH and LSP grant permission to do so.

Capt White confirmed that the annual mailing to local LEPCs of the Tier Two CDs containing chemical information was mailed out. LSP is trying to develop a better system for the local LEPCs to use in retrieving updated Tier Two information on line. This will be a web-based application that will allow local LEPCs to run reports also.

Mr. Gene Dunegan is mailing out the Annual Report by the end of the month.

Mr. Andrew Mosher asked about the information Mr. Gene Dunegan previously reported on the outsourcing the Hot Line services. Captain White stated the budget does not allow for it at this time. Colonel Mitchell is supporting the purchase of an updated phone system that would allow Hot Line calls to go to the LSP Troop in the area of the reported incident. He stated that there have been some position cuts and State Police is trying to do the best we can with what we have.

He acknowledges there are problems and is addressing those problems. LSP did ask for a moderate Tier Two fee increase during the last session of the Legislature, which proved unsuccessful.

Mr. Roland Guidry stated that he did occasionally get calls in the middle of the night for one half-gallon spill, but would not receive a call for a 100-barrel spill. During the time of the big river spill, Captain Stroeder called him; by the time he got the call from the Hot Line after 8:00 in the morning, he was already flying. He is concerned about getting the call for large spills and would appreciate if Captain White would address that issue. Captain White acknowledged his request. There are no reported problems during the day. The problem is with the operators that take calls after working hours. The phones are rolled over to personnel who do not list these calls high on their priority list, even though it is high on our priority list. Colonel Ralph Mitchell is addressing this issue with the adoption of a new system allowing the calls to go to the local troops who will immediately know that this is a Hot Line call and needs to be addressed as a priority. Mr. Andrew Mosher stated that the challenge is to know what Hot Line calls are critical, even though it is a small percentage. Captain White agreed. Mr. Mosher stated that the effort is appreciated.

Captain White asked for any more new business, questions and/or concerns. Mr. Paul Naquin, as a new member, asked if the bi-laws could be sent to him. Captain White indicated to him that he would send a copy to each of the Committee members. Captain White feels that the Commission serves a very vital function and we will get out of it what is put into it. LSP and GOSEP are committed to it.

Captain White welcomed all of the new members.

Ms. Peggy Hatch, DEQ advised that they are still involved in Hurricane issues.

Mayor Hiram Copeland stated that this is his first meeting. He is looking forward to working with the Committee.

Captain White suggested that the Committee appoint a Chair and Vice-chair. Mr. Schexnayder indicated that the Governor might have appointed Colonel Mitchell as the Chair in his Executive Order. Captain White suggested that a Vice-chair be selected to act in Colonel Mitchell's absence. A motion was made to appoint a Vice-chair by Mr. Andrew Mosher, seconded by Ms. Sharlot Edwards. Motion carried.

Mr. Roland Guidry made the motion to nominate Captain Dewayne White for Vice-chair, seconded by Mr. Paul Naquin. Motion carried.

#### **SCHEDULING OF THE NEXT COMMISSION MEETING**

Captain White advised that the date of the next quarterly meeting needed to be set. Ms. Sharlot Edwards motioned to schedule the next meeting on March 10, 2009 at 10:00 a.m. at LSP Headquarters. It was seconded by Mr. Andrew Mosher. Motion carried.

Mr. Andrew Mosher made the motion for the seconded quarterly meeting to be held on May 4, 2009 during the LEPA Annual Workshop in Lake Charles, LA at 2:00 or 3:00 p.m., the exact time to be determined when the workshop schedule is set. The motion was seconded by Colonel Pat Santos. Motion carried. The Commission will be notified by letter. Ms. Sharlot Edwards asked at the last meeting to have notifications by letter and e-mail.

Colonel Pat Santos asked if the issue of proxies brought up earlier in this meeting would have to be documented in writing and signed by the Commission member. Mr. Paul Schexnayder indicated that this should be done in advance. Mr. Schexnayder will review the bi-laws to determine the correct procedure. This determination will be sent to the members.

Mr. Jeffrey Gleason passed out a report indicating the figures on the Haz Mat training courses. He indicated that of all training done, 70% is for municipal fire services for the state of Louisiana and 30% is for industrial and private entities. He indicated to Captain White that his agency would be interested, especially for the municipal clients, in using

some of the HMEP Grant monies, as well as about \$50,000.00 from Governors Office of Homeland Security for Haz Mat training. Captain White requested that he provide the information on what he needs and he would do what he can.

## **ADJOURNMENT**

Captain White asked for a motion to adjourn. Ms. Sharlot Edwards made the motion, seconded by Colonel Pat Santos. Motion carried. Meeting adjourned at 10:45 a.m.