



**MINUTES**  
**SOUTHWEST LOUISIANA MUTUAL AID ASSOCIATION**  
**MEETING NUMBER 800<sup>th</sup>**  
**TIME: 11:00AM**



**DATE:** October 9, 2019

**LOCATION:** Managan Center - 1221 Sampson Street - Westlake, LA 70669

**ORDERED BY:** Andy Patrick, President –

**PLEDGE OF ALLEGIANCE:** Andy Patrick, President –

**INVOCATION BY:** Jerry Bell –

**INTRODUCTION OF GUEST:** Andy Patrick, President –

- Ron McAnelley, Triangle ERT Training, Standbys
- M. Shane Stewart, Infrastructure Security Compliance Division, Chemical Security Inspector
- John Worthen, FirstNet Solutions Consultant

**HOST ENTITY:** Lake Charles Regional Airport

*Power Point Presentation By:* Chad Primeaux

**NEW APPLICANT PRESENTATIONS:** *N/A*

*Power Point Presentation By:*

**MUTUAL AID INCIDENTS:** Andy Patrick, President –

*Mutual Aid Calls for September 2019*

- New CAD Incident Report (20)

## **APPOINTED COMMITTEES:**

**BUDGET/FINANCE:** Bill Wilkie, Chairman –

*TREASURERS REPORT* - Account Balance Ending as of September 30, 2019 – **\$92,872.86**

**BY LAWS:** Richard McGuire, Chairman – *N/A*

**COMMUNICATIONS:** Richard McGuire, Chairman – *N/A*

**DRILL:** Cade McLemore, Chairman – *N/A*

**EMS:** Bill Wilkie, Chairman –

*R5 ESF-8 Health & Medical Coalition was held on Monday, September 23, 2019 at 2:30PM to discussed:*

- **Welcome & Introductions**

- **Explosion/Release Exercise Final Planning -**

- ☞ **Discussion**

- The scenario for the drill was reviewed
    - Also, the MSEL was discussed, and it will be distributed to the drill coordinators
    - Participants were reminded that there would be no direct injects unless the drill coordinator completed the Drill Survey

- Action**

- Distribute MSEL to drill coordinators
      - Send ExPlan to the entire group

- ☞ **Responsible Person(s)**

- Liz Harmon

- ☞ **Follow-Up Date**

- 9/26/2019

- **Explosion-Release Exercise Continued –**

- ☞ **Discussion**

- Participants will be asked to update the MCI screen
      - Liz requested staff be trained on the screen

- ☞ **Action**

- Tier 1 Hospitals Update MCI screen in Portal

- ☞ **Responsible Person(s)**

- Tier 1 Hospitals

- ☞ **Follow-Up Date**

- 10/1/2019

- **Dr. Cavanaugh Update –**

- ☞ **Discussion**

- DR. Cavanaugh presented the new initiative to cure Hepatitis C
      - Louisiana will be the first state to roll out this model for treatment Additional volunteers are needed for the different specialties

- ☞ **Action**

- N/A

- ☞ **Responsible Person(s)**

- N/A

- ☞ **Follow-Up Date**

- N/A

- **Regional Projects –**

- ☞ **Discussion**

- The Coalition anticipates approximately \$28,000 for the Regional Project
      - Ideas for spending should be forwarded to Liz Harmon

- ☞ **Action**

- Identify potential Regional Projects and items to purchase

- ☞ **Responsible Person(s)**

- All Coalition members

- Follow-Up Date**

- Next Meeting

- **Bed Poll –**
  - ☞ **Discussion**
    - There has been some confusion on completing the bed poll
    - Liz reminded everyone that a bed can only hold one person, so only count a bed ONE time!
    - For example, a bed is a med surge bed but has negative pressure isolation
    - Only count the bed as negative pressure isolation
  - ☞ **Action**
    - Train staff on completing bed poll
  - ☞ **Responsible Person(s)**
    - All Coalition members
  - ☞ **Follow-Up Date**
    - Next Meeting
- **Work Plan –**
  - ☞ **Discussion**
    - The work plan is described in the PowerPoint
  - ☞ **Action**
    - Review events
  - ☞ **Responsible Person(s)**
    - All Coalition members
  - ☞ **Follow-Up Date**
    - Next Meeting
- **Upcoming Events –**
  - ☞ **Discussion**
    - A Healthcare provider meeting has been scheduled for the 4<sup>th</sup> Tuesday every other month
  - ☞ **Action**
    - Hospitals should alert CMS providers who are required to have emergency plans
  - ☞ **Responsible Person(s)**
    - All Coalition members
  - ☞ **Follow-Up Date**
    - Ongoing
- **Open Forum –**
  - ☞ **Discussion**
    - No issues were discussed
  - ☞ **Action**
    - N/A
  - ☞ **Responsible Person(s)**
    - N/A
  - ☞ **Follow-Up Date**
    - N/A
- **Next Meeting –**
  - ☞ October 28, 2019 @2:30PM – CalOHSEP

**HAZMAT:** Chief Keith Murray, Chairman – *N/A*

**INSPECTION:** Rob Daughdril, Chairman – *N/A*

**EQUIPMENT LIST:** Andy Patrick, President –

*Discussed – For General Board Members to provide email addresses this is so Rob Daughdril can update the equipment database*

**MARINE USCG:** Larry J. Johnson, Port Security Specialist –  
*Discussed – Calcasieu Parish Marine Firefighter Planning Committee*

**NOMINATING:** Bill Wilkie, Chairman –  
*Discussed – Procedures for the 2020 Elections of Officers for the SWLA Mutual Aid Association:*

- One opening - **Second Vice-President**, nomination for public sector
- All appointed chairperson will move up one
  - Immediate Past President  
☞ *Andy Patrick*
  - President (Presently from public sector)  
☞ *Chris Dailey*
  - First vice-president (Presently from private sector)  
☞ *Tammy Ryan*
  - Second vice-president, nomination from public sector, discuss possible nominees  
☞ *Open*
  - Secretary  
☞ *Tonya Pousson*
  - Treasurer  
☞ *Bill Wilkie*
- “If there are any interested parties from the **“Public Sector”** and have them contact a member of the committee and supply appropriate resume”
- Nomination forms for 2<sup>nd</sup> Vice President (*Upfront by Sign-N-Sheets*)

**SAR:**? – *N/A*

**TRAINING:** Jennifer, w/OHSEP [jflandry@cppi.net](mailto:jflandry@cppi.net) (337) 721-3800  
*ICS-300 Intermediate ICS for Expanding Incidents for Operations First Responders –*

- **PREREQUISITES:** ICS/100, ICS/200, IS/700.A & IS/800.B
- **DATE:** November 20, 2019
- **TIME:** 8AM – 5PM
- **PLACE:** OHSEP/EOC (*Classroom A*)
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **REGISTRATION:** To register, sign up on the GOHSEP Training Registration page –  
☞ <http://gohsep.la.gov/RESOURCES/TRAINING-EVENTS-SCHEDULE>
- **POINT OF CONTACT:** Michael Zaruba, (225) 358-5236, [michael.zaruba@la.gov](mailto:michael.zaruba@la.gov)
- **QUESTIONS:** OHSEP (337) 721-3800

*PER 229 – Intro to Computer-Aided Management of Emergency Operations (CAMEO) Suite –*

- **PREREQUISITES:** No previous course requirements
- **INSTRUCTORS:** Norman Bourdeau & Al Valerioti
- **LOCATION:** OHSEP/EOC - 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **DATE:** December 9-11, 2019
- **TIME:** 8:00AM – 5:00PM
- **REGISTRATION:** To Register, sign up on the GOHSEP Training Registration Page:  
☞ <http://gohsep.la.gov/RESOURCES/TRAINING-EVENTS-SCHEDULE>
- **POINT OF CONTACT:** Michael Zaruba, (225) 358-5236, [michael.zaruba@la.gov](mailto:michael.zaruba@la.gov)
- *Flyers are located up front by sign-n-sheets*

### *ICS-400 Advanced Incident Command System –*

- **PREREQUISITIES:** ICS/100, ICS/200, ICS 300, IS/700.A & IS/800.B
- **DATE:** December 12, 2019
- **TIME:** 8AM – 5PM
- **PLACE:** OHSEP/EOC (*Classroom A*)
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **REGISTRATION:** To register, sign up on the GOHSEP Training Registration page –  
     ☞ <http://gohsep.la.gov/RESOURCES/TRAINING-EVENTS-SCHEDULE>
- **POINT OF CONTACT:** Michael Zaruba, (225) 358-5236, [michael.zaruba@la.gov](mailto:michael.zaruba@la.gov)
- **QUESTIONS:** OHSEP (337) 721-3800

### *40Hrs. Police Traffic Laser/Radar/LIDAR Instructor Course –*

- **LOCATION:** Sulphur Police Department – 500 North Huntington Street, Sulphur, LA 70663
- **DATE:** December 9-13, 2019
- **COURSE FEES:** \$795
- **REGISTRATION:** To register for this course online, please visit the website at:  
     ☞ [www.iptm.org](http://www.iptm.org)
- *Flyers are located up front by sign-n-sheets*

### *40Hrs. Event Data Recorder Use in Traffic Crash Reconstruction – Level 1 –*

- **LOCATION:** Sulphur Police Department – 500 North Huntington Street, Sulphur, LA 70663
- **DATE:** February 10-14, 2020
- **COURSE FEES:** \$795
- **REGISTRATION:** To register for this course online, please visit the website at:  
     ☞ [www.iptm.org](http://www.iptm.org)
- *Flyers are located up front by sign-n-sheets*

### **WEATHER UPDATE:** National Weather Service –

**(Meteorologist in charge)** - Andy Patrick and/or **(Meteorologist)** - Roger Erickson

### *Discussed – Update for Downtown Lake Charles forecast for Friday, October 11, 2019 (President Trump Event)*

- No significant updates to the forecast for Friday, October 11, 2019
- A cold front will move across Calcasieu Parish Friday afternoon, producing showers and thunderstorms
- A few of these storms could be strong to severe, with wind gusts of 40 to 60 mph and/or small hail
- Temperatures will be quite warm in front of the front, with highs in the upper 80s, but cool into the 60s behind the front Friday evening
- Winds will shift from the south at 15 mph and gusty in the afternoon to northwest at 15 mph and gusty in the evening
- Expect isolated power outages due to some of the stronger wind gusts
- Rain totals will be less than an inch, so flooding should not be a problem

## **BUSINESS:**

**OLD BUSINESS:** Andy Patrick, President – *N/A*

**NEW BUSINESS:** Andy Patrick, President –

*Discussed - FirstNet Equipment Deployable Asset Request:* Ofc. AJ Powell –

- **DIRECT ALL REQUEST:**

- ☞ FirstNet Customer Service (800) 574-7000

- **CONTACT PERSON:**

- ☞ John Worthen, FirstNet Solutions Consultant (318) 308-9594

- **CONTACT PERSON BY EMAIL:**

- ☞ [jw434k@att.com](mailto:jw434k@att.com)

- **FOR EMERGENCIES YOU WILL NEED:**

- ☞ Requesting Agency

- ☞ Agency Contact

- ☞ Location for asset to be delivered to

- **FOR PLANNED EVENTS YOU WILL NEED ABOVE PLUS:**

- ☞ Requested Date

- ☞ Times

- ☞ Location

- ☞ Estimated People affected and/or involved

- ☞ Estimated Time Frame for Deployment

- *Flyers are located up front by sign-n-sheets*

*Discussed – Annual Mass Vaccination (Flu Vaccine Clinic):*

*Janet Rider, RN – Emergency Preparedness Nurse w/LA Department of Health/Office of Public Health, Region 5  
VIA-Email on 10/9/2019 @ 9:14AM*

- **DATE:** Held on Friday, November 8, 2019

- **LOCATION:** Lake Charles Health Unit

- **ADDRESS:** 3236 Kirkman Street, Lake Charles, LA

- **TIME:** 7:30AM – 11:30AM

- Mike Parent and Janet Rider, would love for all first responders and community to be protected this flu season

**VOTING ISSUES:** Andy Patrick, President – *N/A*

**STEERING COMMITTEE MEETING:** Andy Patrick, President –


## Minutes:

**STEERING COMMITTEE MEETING**  
*October 3, 2019*



<b>Immediate Past President –</b> Wayne Goke	<b>X</b>	<b>Law Enforcement –</b> Dustin Gaudet, LCPD	<b>X</b>	<b>Life Membership –</b> Wayne Goke	<b>X</b>
<b>President –</b> Andy Patrick, NWS	<b>P</b>	<b>Hazmat –</b> Sean LaFleur, Louisiana State Police	<b>X</b>	<b>Life Membership –</b> Rob Daughdri, <i>Inspector Committee Chair</i>	<b>X</b>
<b>Vice President –</b> Chris Dailey	<b>X</b>	<b>Public Safety Agency –</b> AJ Powell, Sulphur Fire Department	<b>P</b>	<b>Guest –</b> Cade McLemore, OHSEP	<b>P</b>
<b>2<sup>nd</sup> Vice President –</b> Tammy Ryan, Ward 7 Fire Prot. Dist. 1	<b>P</b>	<b>Industrial Facility –</b> Chief Joshua Arnold, w/Chennault International Airport	<b>X</b>	<b>Guest –</b> JP Boot, Communications & Media Director	<b>P</b>
<b>Treasurer –</b> Bill Wilkie	<b>P</b>	<b>OHSEP –</b> Dick Gremillion, Director	<b>P</b>		
<b>Secretary –</b> Tonya Pousson	<b>P</b>	<b>E-911 –</b> Richard McGuire	<b>X</b>		
<b>Fire Agency –</b> Keith Murray, Lake Charles F.D.	<b>X</b>	<b>Training/OHSEP –</b> Jennifer Landry	<b>X</b>		
<b>CPSO –?</b>	<b>X</b>	<b>USCG –</b> Larry J. Johnson, Port Security Specialist	<b>P</b>		

***P=Present X=Absent*****Pledge of Allegiance:** Andy Patrick, President –

**Discussed - Procedures for the SWLA Mutual Aid Association Elections of Officers:** Andy Patrick, President –  
Appoint Nominating Committee, 3-5 persons, select chairperson. The committee shall be instructed to present a name for each of the following positions.

- President (Presently from public sector)
- First vice-president (Presently from private sector)
- Second vice-president, nomination from public sector, discuss possible nominees
- Secretary
- Treasurer

**October Steering Committee Meeting:**

- Nominating Committee Reports
- Announce names of potential nominees -
  - ☞ Captain, Robert Trahan w/Ward One Fire Department
  - ☞ Cheri Ardoin w/Westlake Chemicals

**October General Meeting:**

- Ask if there are any interested parties from the public sector and have them contact a member of the committee and supply appropriate resume

Bring to the General Board Members as **New Business** at the next SWLA Mutual Aid Association Meeting, Wednesday, October 9, 2019 @ 11AM

**Discussed – Managan Center’s New Sound System Set-up:** Andy Patrick, President –  
JP Booth, Communication & Media Manger w/ CPPJ, submitted his proposed preliminary idea on a more cost-effective prosumer level equipment

• Portable Roll Up 135” 16:9 Wide Screen Projector Screen	-	\$700.00
• Portable Roll Up 135” 16:9 Wide Screen Projector Screen	-	\$700.00
• Projector ( <i>if needed</i> )	-	\$449.00
• Projector ( <i>if needed</i> )	-	\$449.00
• HDMI Splitter ( <i>to split the laptop to two projectors</i> )	-	\$16.96
• Portable PA System	-	\$1,099.00
• Shure Wireless MIC System	-	\$549.00
• MISC Audio/Video Cables	-	\$300.00
• <b>Estimated Total</b>	-	<b>\$4,262.96</b>

Table until next Steering Committee Meeting, Thursday, November 7, 2019

**Discussed – 2019 ERAD Expenditures:** Andy Patrick, President –

- See 2019 ERAD Expenditure Form
- Table until next Steering Committee Meeting, Thursday, November 7, 2019

**Discussed – FirstNet Equipment Request:** AJ Powell, Public Safety Agency –

- Discuss as “New Business” and hand out at the upcoming SWLA Mutual Aid Association General Board Meeting, Wednesday, October 9, 2019 @11AM

**Discussed – TAC II Antenna System/Sulphur Radio Tower:** Richard McGuire, Calcasieu Parish E-911 -

- Price Includes:
  - ☞ 400’ 7/8” Heliac with Connectors, Hoist & Grounds
  - ☞ 10 db gain 763-869MHz Spectra Antenna
  - ☞ Tower standoffs
  - ☞ 140 each Hangers
  - ☞ **Total Amount - \$13,870.00**
- Table until next Steering Committee Meeting, Thursday, November 7, 2019

**Discussed – (REMINDER)/Lunch & Learn “FBI Cyber Threat Sitrep” Presentation:** Andy Patrick, President –

- Special Agent Mark Ducatel, w/FBI, will be presenting his Power Point Presentation on “FBI Cyber Threat Sitrep”, this upcoming SWLA Mutual Aid Association General Board Meeting, Wednesday, October 9, 2019

**Discussed - ICS-300 Intermediate ICS for Expanding Incidents for Operations First Responders –**

Andy Patrick, President –

- **PREREQUISITIES:** ICS/100, ICS/200, IS/700.A & IS/800.B
- **DATE:** November 20, 2019
- **TIME:** 8AM – 5PM
- **PLACE:** OHSEP/EOC (*Classroom A*)
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **REGISTRATION:** To register, sign up on the GOHSEP Training Registration page –  
☞ <http://gohsep.la.gov/RESOURCES/TRAINING-EVENTS-SCHEDULE>
- **POINT OF CONTACT:** Michael Zaruba, (225) 358-5236, [michael.zaruba@la.gov](mailto:michael.zaruba@la.gov)
- **QUESTIONS:** OHSEP (337) 721-3800




## Discussed – PER 229 – Intro to Computer-Aided Management of Emergency Operations (CAMEO) Suite:

Andy Patrick, President –

- **PREREQUISITES:** No previous course requirements
- **INSTRUCTORS:** Norman Bourdeau & Al Valerioti
- **DATE:** December 9-11, 2019
- **TIME:** 8AM – 5PM
- **PLACE:** OHSEP/EOC
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **POINT OF CONTACT:** Michael Zaruba, (225) 358-5236, [michael.zaruba@la.gov](mailto:michael.zaruba@la.gov)
- *Flyers upfront by sign-in sheets*

## Discussed - ICS-400 Advanced Incident Command System – Andy Patrick, President –

- **PREREQUISITES:** ICS/100, ICS/200, ICS 300, IS/700.A & IS/800.B
- **DATE:** December 12, 2019
- **TIME:** 8AM – 5PM
- **PLACE:** OHSEP/EOC (*Classroom A*)
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **REGISTRATION:** To register, sign up on the GOHSEP Training Registration page –  
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- **QUESTIONS:** OHSEP (337) 721-3800

**Adjourned:** Andy Patrick, President –

- 3:12PM

## ***NEXT MONTH'S MEETING EVENTS:***

**NEXT MEETING HOST:** Sulphur Fire Department

**DATE:** Wednesday, November 13, 2019

**TIME:** 11:00AM

**LOCATION:** Managan Center - 1221 Sampson Street - Westlake, LA 70669

### **ADJOURN:**

- Motion to adjourn – Jerry Bell
- 2<sup>nd</sup> the motion – Richard McGuire, E-911
- Meeting adjourned – 11:25AM

**LUNCH & LEARN:** U.S. Department of Justice Federal Bureau of Investigation (FBI)

***(TENTATIVELY)***

***Power Point Presentation By: Special Agent, Mark I. Ducatel***

- Cyber Threats from an FBI Perspective
  - ☞ Hacktivism
  - ☞ Organized Crime
  - ☞ Insider Threat
  - ☞ Espionage
  - ☞ Terrorism
  - ☞ Warfare
- Mitigation Strategies

***THE NEXT STEERING COMMITTEE MEETING WILL BE HELD***

**Thursday, November 7, 2019 @ 2PM**

**901 Lakeshore Drive, Suite 200**

**Lake Charles, LA 70601**