



MINUTES
SOUTHWEST LOUISIANA MUTUAL AID ASSOCIATION
MEETING NUMBER 799th
TIME: 11:00AM



DATE: September 11, 2019

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

ORDERED BY: Andy Patrick, President –

PLEDGE OF ALLEGIANCE: Andy Patrick, President –

***9/11 MOMENT OF SILENCE:** Andy Patrick, President –



INVOCATION BY: Mason Lindsay –

INTRODUCTION OF GUEST: Andy Patrick, President –

- Marc Holder, Division Chief, w/IES, Industrial Emergency Services, LLC
- Ron McAnelley, Triangle ERT Training, Standbys

HOST ENTITY: Lake Charles Memorial Hospital (LCMH)

Power Point Presentation By: Matt Felder/Bill Wilkie

NEW APPLICANT PRESENTATIONS: *N/A*

Power Point Presentation By:

MUTUAL AID INCIDENTS: Andy Patrick, President –

Mutual Aid Calls for August 2019

- New CAD Incident Report (24)

APPOINTED COMMITTEES:

BUDGET/FINANCE: Bill Wilkie, Chairman –

TREASURERS REPORT - Account Balance Ending as of August 30, 2019 – ***\$95,587.45***

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, August 26, 2019 at 2:30PM to discussed:

- **Welcome & Introductions**

- **Haz-Mat Functional/Exercise 2019 – Scott Kyle -**

- ☞ **Discussion**

- Westlake Chemical is holding a Hazmat drill and recommended the Coalition participate in their exercise instead of developing another exercise
 - The plant has scheduled a drill planning meeting September 3rd
 - Liz Harmon asked to attend the meeting on behalf of the Coalition
 - Following the meeting, Liz will provide more information

- ☞ **Action**

- Attending Planning Meeting

- ☞ **Responsible Person(s)**

- Liz Harmon

- ☞ **Follow-Up Date**

- 9/3/2019

- **HVA-Impact On Exercise –**

- ☞ **Discussion**

- A summary of the HVA is included in the PowerPoint and verifies that HAZMAT is an identified threat
 - The Hospital Preparedness Program (HPP) and the other accrediting agencies require exercises to be developed based on the Regional HVA
 - The nursing home did have an evacuation plan; however, the location for patients to be moved to remained in a risk area

- ☞ **Action**

- *N/A*

- ☞ **Responsible Person(s)**

- *N/A*

- ☞ **Follow-Up Date**

- *N/A*

- **Non-Hospital Volunteer DRC's –**

- ☞ **Discussion**

- The PowerPoint identifies the new volunteer DRC's
 - 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

- **EmPower –**

- ☞ **Discussion**

- The EmPower summary is included in the attached PP

- ☞ **Action**

- Review Summary

- ☞ **Responsible Person(s)**

- All Coalition members

- ☞ **Follow-Up Date**

- *N/A*

- **Dr. Cavanaugh Regional Update –**

- ☞ **Discussion**

- Dr. Cavanaugh noted there are close to 500 cases of Hep A in the State
 - Vaccination efforts continue throughout the State
 - There are some Hep A cases in the Region, but not many
 - Also, cases of West Nile virus have been diagnosed

- ☞ **Action**

- *N/A*

- ☞ **Responsible Person(s)**

- *N/A*

- ☞ **Follow-Up Date**

- *N/A*

- **Work Plan –**

- ☞ **Discussion**

- A “Work Plan” is included in the PP
 - The next meeting the Regional COOP will be updated, and Grant spending will be reviewed

- ☞ **Action**

- *N/A*

- ☞ **Responsible Person(s)**

- *N/A*

- ☞ **Follow-Up Date**

- *N/A*

- **700 MHZ Radio Check/Monthly Bed Poll –**

- ☞ **Discussion**

- As part of the areas for improvement based on the Hurricane Barry AAR
 - Logging into the ESF-8 portal needs to become more routine
 - Consequently, Coalition members will be asked to complete a Bed Poll in conjunction with the monthly radio check

- ☞ **Action**

- Notify Coalition of routine Bed Poll request

☞ **Responsible Person(s)**

➤ Liz Harmon

☞ **Follow-Up Date**

➤ 8/29/2019

• **Open Forum –**

☞ **Discussion**

➤ Upcoming events: On the 4th Tuesday, bi-monthly meetings will be scheduled for non-hospital Coalition members

☞ **Action**

➤ Send out an invite to Coalition Members

☞ **Responsible Person(s)**

➤ Liz Harmon

☞ **Follow-Up Date**

➤ 9/05/2019

• **Next Meeting –**

☞ September 23, 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 - Marine Firefighting

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*
- President will ask Board Members, “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 2nd Vice President (*Upfront by Sign-N-Sheets*)


SAR:? –

TRAINING: Jennifer, w/OHSEP jflandrv@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
- **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
- *Flyer are located up front by sign-n-sheets*


ICS-400 Advanced Incident Command System –

- **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

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

WEATHER UPDATE: National Weather Service –

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

Discussed – Tropical Storm/Cyclone, moving across Florida east of Louisiana, no imitate threats

Discussed – Peak of Hurricane Season

BUSINESS:

OLD BUSINESS: Andy Patrick, President –

Discussed – ERAD

Discussed – McNeese/Lake Charles Out of The Darkness Walk:

Dr. Kevin Yaudes, Assistant Professor, Psychology w/McNeese State University, would like to attend this month meeting to discuss, Lake Charles Out of the Darkness Walk (***Suicide Prevention Resources***)

- **DATE:** September 21, 2019
- **TIME:** 10:30AM-12:30PM
- **LOCATION:** Lake Charles Civic Center
- **LINK:** <https://www.facebook.com/events/376325236256582/>
- Flyers up front next to sign-n-sheets

NEW BUSINESS: Andy Patrick, President –

Discussed - 2019 Outstanding SWLA Mutual Aid Association Membership Dues Remining/Terminated

- Air Evac Lifetime No. 125/***Probation Status***
- Rain for Rent/***Probation Status***
 *Termination is set for Thursday, September 12, 2019, unless payment is received on or before*

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

STEERING COMMITTEE MEETING: Andy Patrick, President –



Minutes:

STEERING COMMITTEE MEETING

September 5, 2019



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

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

September Steering Committee Meeting:

- Announce names of potential nominees -
 - ☛ Captain, Robert Trahan w/Ward One Fire Department
- Contact potential nominees to inquire about interest and request an appropriate resume -
- Prepare for interviews -

September General Meeting:

- Announce appointment of Nominating Committee and its members
- 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, September 11, 2019 @ 11AM

Discussed – 2019 Outstanding SWLA Mutual Aid Association Membership Dues Remining/Terminated:

Andy Patrick, President –

- Air Evac Lifetime No. 125/*Probation Status*
- Rain for Rent/*Probation Status*
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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
• 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
• <u>MISC Audio/Video Cables</u>	-	<u>\$300.00</u>
• <i>Estimated Total</i>	-	<i>\$3,113.96</i>

JP Booth will attend the next Steering Committee Meeting, table until then, Thursday, October 3, 2019

Discussed – ERAD: Andy Patrick, President –

Issue reimbursement to Tammy Ryan for an out-of-pocket expense to Office Depot for (3) packs of photo paper

- Photo paper was purchased to print LODD pictures
- Total receipt amount **\$68.30**
- Approved

Discussed – ERAD Donations: Bill Wilkie, Treasurer –

- Where should the rest of the donations be distributed
- Distribution of funds donated for **2019** will go to the fallen firefighters
- Next ERAD event, funds that are donated, will go to a different organization for the fallen

Discussed – McNeese/Lake Charles Out of The Darkness Walk: Andy Patrick, President –

Dr. Kevin Yaudes, Assistant Professor, Psychology w/McNeese State University, would like to attend this month meeting to discuss, Lake Charles Out of the Darkness Walk (*Suicide Prevention Resources*)

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Discuss as “*Old Business*” at the next SWLA Mutual Aid Association Meeting, Wednesday, September 11, 2019

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

Andy Patrick, President –

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

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(REVISION)

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- **POINT OF CONTACT:** Michael Zaruba, (225) 358-5236, michael.zaruba@la.gov
- **QUESTIONS:** OHSEP (337) 721-3800

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, October 3, 2019
- Bill Wilkie made a motion to grant the president the authority to max amount of the total cost and/or a lesser amount if Split
- Tammy Ryan, 2nd the motion
- Motion Carries

Discussed – “FBI Cyber Threat Sitrep” Presentation: Andy Patrick, President –

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

Adjourned: Andy Patrick, President –

- 3:12PM

NEXT MONTH'S MEETING EVENTS:

NEXT MEETING HOST: Lake Charles Regional Airport

DATE: Wednesday, October 9, 2019

TIME: 11:00AM

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

ADJOURN:

- Motion to adjourn – Chief Larry Bell
- 2nd the motion – Richard McGuire
- Meeting adjourned – 11:35AM

LUNCH & LEARN: *N/A*

THE NEXT STEERING COMMITTEE MEETING WILL BE HELD

Thursday, October 3, 2019 @ 2PM

901 Lakeshore Drive, Suite 200

Lake Charles, LA 70601