



KENNY MATASSA
Parish President

Parish of Ascension

OFFICE OF HOMELAND SECURITY
& EMERGENCY PREPAREDNESS



RICHARD WEBRE
Director

Ascension Parish LEPC Meeting Workshop
Ascension Parish Sheriff's Office Shooting Range Complex
9134 S. St. Landry Road, Gonzales, LA 70737
Wednesday, March 13th, 2019- 12 pm- 2 pm

MEETING MINUTES

- I. Welcome and call to order by James Leblanc- 12:05 pm
- II. Pledge and Prayer by Charles Brown
- III. Roll Call Conducted by Dustin Montelius for the board and fixed facility general membership
- IV. 2019 LEPC Training Exercise (R. Webre)
 - a. Overview of proposed LEPC Drills and Exercises including but not limited to:
 - i. Cross table top/communication/functional drill
 - ii. Review of process safety vs public safety
 - iii. Unified command (industry vs public)
 - iv. Request volunteers for plants
 - v. Review site plans for each facility
 - vi. Using dispatch/ real end users
- V. 2019 LEPC TIER II Notification Procedures & 2018 Lessons Learned (D. Montelius & R. Webre)
 - a. Rick spoke regarding his appreciation for the cooperation and plans and procedures in place compared to other locations
 - b. Issues regarding reportable quantities needs to be accurate; open discussion regarding reportable quantities from chemical site to site; request to keep protocols or change; one person suggested to keep it the same; none opposed
 - c. Lesson learned regarding evacuation of your control room; Do you have a radio or communications where you shelter in place?
- VI. 2019 LEPC TIER II Site Specific Response Plans/Overview of LEPC Emergency Response Audit Program (R. Webre/D. Montelius)
 - a. Rick discussed the Site Plans that were approved by the LEPC board for 2020
 - b. Dustin discussed the site specific plans/audits are the best he has ever seen
 - i. Importance of Ascension Parish Community



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- ii. Reminded everyone to pick up the Site Plan package before leaving
 - iii. Site Plans- Lessons Learned
 1. Revised plan to allow CAER radio to request ambulance only- other first responding agencies may not be necessary
 2. Facility location cannot be found
 3. Name changes
 4. Dustin included photo of gate entrance and entrance description
 5. Shelter in place locations
 6. Encouraged non participating facilities to participate in CAER ; open the door for discussions, questions, concerns, requirements
 - iv. Open discussions/recommendations
 1. James Leblanc agreed with the photos of map/directions
 2. Roll call consistency with the names of the facilities
 3. Great headway with radio communications compared to a few years ago
 4. Stay ahead of social media
 5. Small facilities- receive only operations; individual small businesses that may be affected by an incident (targeted)- how do we address these facilities
 6. More people/traffic of CAER radios; a lot of informational requests- per Rick Webre the radio was designed for situational awareness so he suggested not making any changes
 7. James Leblanc requested that once a facility has reported an incident over the CAER radio that someone is assigned to follow up periodically to give updates
 8. Reminder that it takes time to relay information from the field to the control room; the incident may be reported from another facility that sees/hears/smells a possible incident so the matter may take time to investigate
 9. Rick Webre requested to do smaller scale exercises in 2020 to show facilities/911 dispatch center how each other operates
 10. Rick Webre mentioned his appreciation for the cooperation of all of the facilities
 - c. Facility Audits will be conducted by Dustin and Mike Scott
- VII. Community Alerting System Overview (Everbridge) (D. Montelius)
- a. Discussed the change from Code Red to the new Emergency Notification System



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- b. Requested sharing/encouraging everyone to sign up
 - c. Messages can be delivered to employees who live out of Ascension but drive roadways
 - d. Messages can be delivered to individuals who may have children that attend schools in Ascension Parish
 - e. The Ascensionparish.net web page has a link to sign up to receive notifications
- VIII. Community Awareness Emergency Response (CAER) Committee Updates (J. Leblanc)
- a. James Leblanc spoke regarding the following:
 - i. What is a CAER alert?
 - ii. What does Level 1, 2 and 3 mean? Know the difference!
 - iii. Review the site plans, take them serious, get to know them
 - b. CAER meeting conducted by James Leblanc
- IX. IMAG (Industrial Mutual Aid Group aka IMAG) Subcommittee Update
- a. Chris Browning recommended the facilities to become more familiar with them. He is willing to meet and greet to learn about your facilities, control rooms. He offered his assistance with mutual aid.
 - b. Rick Webre mentioned IMAG/dispatch to focus on the following:
 - i. Offer to establish rally points
 - ii. Recommend assistance with transportation
 - iii. Can buffer media away
 - iv. Personally owned vehicles still at the facility
 - v. Family Reunification
- X. New Business and Reports
- a. Rick Webre mentioned the Hurricane Response Plans will be discussed at the next LEPC meeting taking place possibly around July.
- XI. Adjournment at approximately 1:30 pm