



TOMMY MARTINEZ
Parish President

Parish of Ascension

OFFICE OF HOMELAND SECURITY
& EMERGENCY PREPAREDNESS



RICHARD WEBRE
Director

MEETING MINUTES

ASCENSION PARISH LEPC MEETING

Lamar Dixon Expo Center

Thursday, March 12, 2015 11 am – 1 pm

- I. **Welcome and Call to Order, 11:11 am**
 - a. *Amendment to the agenda – item 11 will move to number 7*
- II. Pledge & Prayer
- III. Roll Call
 - a. **Board**
 - i. *3 absent, 11 present*
 - b. **Fixed Facility General Membership**
 - i. *21 absent, 22 present*
- IV. **Approval of Previous Meeting Minutes**
 - a. December Meeting – *Workshop Day, No Minutes*
- V. **IES - Industrial Emergency Services; briefing on local services provided (Dee Pigeon)**
 - a. Dee Pigeon addressed attendees mentioning the new IES facility located on Highway 73/30 opened in November of 2014. Local facilities can benefit from IES services by the quick response time and cost effectiveness of services provided. IES provides a custom designed plan for each facility dependent upon their needs.
- VI. **Local Burn Center Status (Robin Comeaux & Dr. Earnest Mencer, BR Mid-City ER)**
 - a. Robin Comeaux: Effective March 31 at 7 a.m. the BR General Mid-City Emergency Room will officially close. Only the E.R. will be closing at this date. The burn center, Med Surge, Hospice and Psychiatric Care centers will remain open. The clinic will remain open from 7:30-3:30 Monday thru Friday to see patients. Should an injury take place at a local facility Dr. Mencer advises to take the patient to the nearest emergency room (BR General – Bluebonnet or St. Elizabeth) for initial treatment and depending upon the seriousness of injury can then be transferred to the burn center. Dr. Mencer mentioned there will be no major changes to protocol.
 - i. Questions:
 1. Should a mass casualty incident take place, how will the Burn Center respond? Are they members of LERN?
 - a. Dr. Mencer answered that the response would depend on the situation.

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VII. 2015 Ascension Parish School All Hazards and Active Shooter Plans (A. Johnson, A. Peraza, S. Nethken).

- a. Ami Johnson, OHSEP, introduced Detective Steven Nethken with the City of Gonzales Police Department to give a brief overview of the ongoing 6 year project for an All Hazards approach plan for Ascension Parish Schools. The planning cycle involves three separate drills one of which already took place with two more scheduled this year. The Police Department is working closely with the Ascension Parish Office of Homeland Security and the Ascension Parish School Board to complete and test the plan.

VIII. CAER – IMAG - GAMA Merger Overview (Paul Holden)

- a. Paul Holden, Chairman of the CAER organization explained the reconstruction of the CAER organization over the last few years. The new organization charter has been approved and has 37 current members. Of those members, 20 belong to CAER, 17 belong to the former GAMA subgroup, 8 represent Iberville Parish facilities and one represents a St. James Parish facility. He also mentioned the organizations objectives for this year including public outreach by introducing a CAER Facebook Page, redesign of the CAER website and using Wally Wise Guy to educate local schools. CAER now will have a tactical channel for incident response (IMAG).

IX. Response Protocol

- a. **CAER Radio – Future Channel Assignments and Encryption (Rick Webre)**
 - i. The current radio channels will soon be updated to reflect the changes in the CAER charter including the IMAG tactical channel and CAER radio channel (formerly GAMA channel). Also mentioned is the need to encrypt these channels to ensure only industry partners can scan the radio traffic.
- b. **Review of the updated 2015 Site Specific Plans and Staging Maps (Rick Webre)**
 - i. The goal for each site specific plan and the staging maps is to have one operating picture for industry. Should an incident occur, with the new staging maps, 911 Dispatchers will now have a clear picture of where to stage emergency response personnel.
 - ii. During the 2015 Audits more emphasis will be placed on facility EOP review.
 - iii. Incident public information: Rick Webre mentioned the response OHSEP will take should an incident occur. A Joint Information Center will be established near the scene and a rally/reunification point will be established at Lamar Dixon. Ascension OHSEP will not issue a statement without a corporate press release.
- c. **EMS/ Medical Call using Industry Radio (Cody Melancon)**
 - i. Using the CAER radio to request medical assistance or ambulance – must specify Medical Call Only. If dialing 911 from a phone, dispatcher will have codes and the codes will instruct the Dispatcher to call the fire department for EMS response.

- X. Petro-Chemical Facility River Access and Use Survey; USCG Regional Response Plan (Ami Johnson)**
- a. Email surveys were sent to all facilities requesting information on any docks a facility may have on the Mississippi River. OHSEP along with the Coast Guard needs to verify any facilities that use a dock on the river for any purpose.
 - b. If any facility has not responded to the survey (including those without docks) please complete and return to Ami Johnson.
- XI. First Call – Code Red Transition (R. Webre)**
- a. First call was recently purchased by Code Red – all parish systems currently using First Call including OHSEP and the 911 Central Dispatch Center will be trained and transitioned to the new Code Red system which will also allow for upgraded features. If a facility should wish to also use this system for HR Emergency Management, please contact OHSEP.
- XII. Old Business, none.**
- XIII. New Business**
- a. Shell Pipeline and Emergency Response Training April 1st, Alan Hunsburger
 - i. A free fire and emergency training opportunity will be offered April 1st at Lamar Dixon from 7 a.m. to 4 p.m. The training will include table-top exercises on strategies and tactics of responding to storage cavern emergencies. Anyone interested in attending the training should RSVP to Shelley Piehet, shelley.piehet@shell.com.
 - b. **2015 LEPC Meeting Schedule**
Thursday, June 11, 2015
Thursday, September 10, 2015
Thursday, December 10, 2015
 - c. **IED Workshop and Response, Ami Johnson**
 - i. Working with DHS Office of Bombing Prevention to bring a series of IED response workshops to Ascension in fall of 2016. Workshops will include scenarios involving incidents at chemical facilities. More information and invitations to these training workshops will be sent out for those facilities interested in participating.
- XIV. Adjournment, 12:27 p.m.**