



**MINUTES**  
**SOUTHWEST LOUISIANA MUTUAL AID ASSOCIATION**  
**MEETING NUMBER 798<sup>th</sup>**  
**TIME: 11:00AM**



**DATE:** August 14, 2019

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

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

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

**INVOCATION BY:** Mason Lindsay –

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

- Business Health Partners

**HOST ENTITY:** Fluor Federal Petroleum Operations, LLC

*Power Point Presentation By: N/A*

*Luncheon as Tradition*

**NEW APPLICANT PRESENTATIONS:**

*Power Point Presentation By: N/A*

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

*Mutual Aid Calls for July 2019*

- New CAD Incident Report (10)

**APPOINTED COMMITTEES:**

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

***TREASURERS REPORT** - Account Balance Ending as of July 31, 2019 – **\$96,923.82***

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

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

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

**EMS:** Bill Wilkie, Chairman –

*Discussed - R5 ESF-8 Health & Medical Coalition was held on Monday, July 22, 2019 at 2:30PM to discussed:*

- **Welcome & Introductions**

- **Iberia Medical Center Evacuation -**

- ☞ **Discussion**

- Marc Creswell, Acadian Ambulance - Air Med described the evacuation of Iberia Medical Center
    - Marc was called in and acted as Incident Commander for the evacuation
    - The staff at IMC performed admirably during the evacuation remaining calm and systematically moving patients
    - LERN and the Region 4 ADRC assisted in the patient placement
    - The National Guard assisted in the vertical movement of patients
    - An After Action from the State is being developed and will have more details on the evacuation

- ☞ **Action**

- Distribute the Statewide AAR to Coalition

- ☞ **Responsible Person(s)**

- Liz Harmon

- ☞ **Follow-Up Date**

- When Developed by State

- **Nursing Home Evacuation to Mega-Shelter –**

- ☞ **Discussion**

- Dr. Cavanaugh, R5 Medical Director, described the nursing home evacuation to the Mega-shelter in Alexandria, LA
    - The nursing home did have an evacuation plan; however, the location for patients to be moved to remained in a risk area
    - Consequently, Dr. Guidry, State Medical Officer, determined that the patients should be to the Mega-shelter
    - Additionally, the State contract for medical support of the shelter was activated
    - The staff from the nursing home accompanied the patients
    - However, there were challenges as some patients were “wanderers”
    - Dr. Cavanaugh encouraged that destinations for evacuations be reviewed
    - The evacuation will be included in the Statewide AAR

- ☞ **Action**

- Distribute the Statewide AAR to Coalition

- ☞ **Responsible Person(s)**

- Liz Harmon

- ☞ **Follow-Up Date**

- When developed by State

- **Hurricane Barry After Action Review –**

- ☞ **Discussion**

- Paul DeStout, Cal OHSEP, and Scott Kyle, V-DRC shared actions that took place by OHSEP and the Medical EOC
    - Coalition members did not know their log-ins for the portal
    - This created extra work for the Medical EOC
    - Members are encouraged to make sure they can log-in to the various portal applications
    - Issues will be addressed in the R5 ESF-8 Health and Medical Coalition AAR

- ☞ **Action**

- Provide training for facilities to access the ESF-8 Portal

- ☞ **Responsible Person(s)**

- Liz Harmon

- ☞ **Follow-Up Date**

- On-Going

- **Dr. Cavanaugh Regional Update –**
  - ☞ **Discussion**
    - Dr. Cavanaugh noted activities to combat Hepatitis continue
- **Open Forum –**
- **Next Meeting –**
  - ☞ August 26<sup>th</sup> @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 – *N/A*

**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*
- Chairman 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 2<sup>nd</sup> Vice President (*Upfront by Sign-N-Sheets*)

*Discussed – 2019 Emergency Responder of the Year Award:*

- Steering Committee met on Thursday, August 8, 2019, to review/discuss the following (4) Nominees that were submitted and recommended by; **Todd Parker**, Chief of Ward 6 Fire Protection District No. 1, **Billy Vincent**, w/Acadian Ambulance, and **Anonymous**, w/Ward 1 Fire Department, and/or as follows;
  - ☞ Desiree’ White, Firefighter
  - ☞ Michael Estes, Firefighter
  - ☞ Jimmy Boyett, Emergency Response Specialist w/SASOL
  - ☞ Annie Dillard, Paramedic w/Acadian Ambulance
- The **2019 Emergency Responder of the Year Award** will be present on ERAD, Saturday, September 7, 2019

**SAR:?** – *N/A*

**TRAINING:** Jennifer, w/OHSEP [jflandry@cppj.net](mailto:jflandry@cppj.net) (337) 721-3800

*8Hour Haz-Mat IQ Above the Line/Below the Line –*

- **DATE:** August 22, 2019
- **TIME:** 8AM – 4:30PM
- **PLACE:** OHSEP/EOC
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **COURSE FEES:** FREE for Louisiana and Federal First Responders
- **QUESTION/CONTACT:** Mr. Richard Browning at [Richard.browning@la.gov](mailto:Richard.browning@la.gov) or (225) 658-7208
- *Flyer are located up front by sign-n-sheets*

*International Critical Incident Stress Foundation –*

- **LOCATION:** Lake Charles Fire Department Training Center – 4649 Common Street, Lake Charles, LA 70601
- **DATE:** August 21-22, 2019
- **TIME:** 8:30AM – 4:30PM
- **REGISTRATION:** <https://www.stresscaredoc.com/lcfd-group2019/>
- **POINT OF CONTACT:** The Stress Care Doc, LLC – Bart J. Leger, Ph.D., FAAETS, CCISM (337) 302-6624  
[bart@stresscaredoc.com](mailto:bart@stresscaredoc.com)
- **SEATING IS LIMITED!!**
- *Flyer are located up front by sign-n-sheets*


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

- **PREREQUISITES:** No previous course requirements
- **LOCATION:** OHSEP/EOC - 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **DATE:** November 5-7, 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)
- *Flyer are located up front by sign-n-sheets*


*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


### *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)
- *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](http://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

- Discuss – Heat advisory for the upcoming week
- Discuss – NOAA/Hurricane and peak activity (*September 10<sup>th</sup>*)

## **BUSINESS:**

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

**NEW BUSINESS:** Andy Patrick, President –**Discussed – The Southwest Louisiana Emergency Responder Application Day, September 7, 2019:**

- Important Times:
  - ☞ Late Registration - 0700
  - ☞ 5K Run Starts - 0800
  - ☞ Opening Ceremony – 0900
  - ☞ 110 Story Stair Climb – 0945 (*or immediately following Opening Ceremony*)
  - ☞ How to register – On Eventbrite (“2019 ERAD”)
  - ☞ Cost – 5K/**\$25**, Stair Climb/**\$25**, or both for **\$40**
- (*Flyers up front by Sign-n-Sheets*)

**Discussed – 2019 ERAD SWLA Participants or Vendors Registration Form:**

- Register for ERAD/Static Displays:
  - ☞ [https://docs.google.com/forms/d/1wpxl0DvT381dB\\_cb28Rr5SwB74YB-XWXmnUt2lCkx6E](https://docs.google.com/forms/d/1wpxl0DvT381dB_cb28Rr5SwB74YB-XWXmnUt2lCkx6E)
- Register for 5k:
  - ☞ <https://www.eventbrite.com/e/2019-erad-emergency-responder-appreciation-day-stair-climb-and-5k-tickets-64094841396?aff=efbeventix&fbclid=IwAR1tnYkIjCp7H-YD2fFIPy5G1XryoR24CaN9OrpsbSIPUMxfCporjiwgrEE>
- Please email forms to Tammy Ryan @ [tammylee063@outlook.com](mailto:tammylee063@outlook.com)
- SWLA Participants or Vendors Registration Forms (*Up Front by Sign-N-Sheets*)

**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/>
- Steering Committee approved Dr. Yaudes to present McNeese/Lake Charles Out of The Darkness Walk at the next SWLA Mutual Aid Association Regular Board Meeting, on Wednesday, August 14, 2019

**Discussed – Pipeline of Louisiana 2019 PAL Pipeline Safety CoRE Program Convention:**

Program & Venue Information

- **DATE:** Monday, August 26, 2019
- **RUN TIME:** Meal 30 min/Program 90 min
- **REGISTRATION STARTS:** 11:30AM
- **LOCATION:** Burton Coliseum Complex, 7001 Gulf Hwy, Lake Charles, LA 70607

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

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


## Minutes:



### STEERING COMMITTEE MEETING

*August 8, 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>X</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>P</b>		
<b>Treasurer –</b> Bill Wilkie	<b>X</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>P</b>		
<b>Fire Agency –</b> Keith Murray, Lake Charles F.D.	<b>X</b>	<b>Training/OHSEP –</b> Jennifer Landry	<b>P</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 – Host Entity for August’s Regular Board Meeting “Fluor Federal Petroleum Operations”:**

Andy Patrick, President –

- Tonya spoke w/Curtis Fountain on 8/2/2019 at 11:14AM
- “NO” Presentation/Luncheon as tradition

**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

**August Steering Committee Meeting:**

- If there is an officer who is unable or should not be allowed to run for the second year of their term then proceed as above, otherwise skip to ***November Steering Committee Meeting*** and continue as above

**August 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, August 14, 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*
  - ☞ *Termination is set for Thursday, September 12, 2019, unless payment is received on or before*

### **Discussed – Revisit LRC Bose System/TV/Sound System Set-up for Mutual Aid Presentations at Managan Center:**

Andy Patrick, President –

- TV Stand
- Security Issues
- Cost
- Steering Committee Officers reviewed and/or recommended, to do more research on the “Sound System Set-up” for the interior structure of the Managan Center
- Andy Patrick, President, will reach out to Perry Vincent regarding the Shure SLX Wireless Systems and the Bose L1 Compact Portable Line Array System
- Table until next SWLA Steering Committee Meeting, Thursday, September 5, 2019

### **Discussed – Revisit the Purchase of a Postage Machine/Rental:** Andy Patrick, President –

- Review email and photo send by Larry Johnson
  - Machine runs around **\$50** a month, plus the cost of cartridges
  - Cartridge is about **\$80**
  - Get about **800** prints w/it
- From Richard McGuire, Pitney Bowes commercial pricing is about \$45.00 per month, not including stamps
- Richard McGuire recommendations, that we do not move forward
- Steering Committee Officers reviewed and/or recommended to make note on postage for the remaining of this year
  - ☞ **2020** Certificates, for Exempt Members will be submitted either by VIA-Email and/or Hand-Delivery at the Regular General Board Meeting
  - ☞ **2020** Certificates, for Non-Exempt Members will be submitted either by VIA-Email and/or Hand-Delivery at the Regular General Board Meeting for dues met
- Revisit after the first of the year **2020**

### **Discussed – ERAD:** Andy Patrick, President –

*Southwest Louisiana Emergency Responder Application Day, September 7, 2019*

- Important Times:
  - ☞ Late Registration - 0700
  - ☞ 5K Run Starts - 0800
  - ☞ Opening Ceremony – 0900
  - ☞ 110 Story Stair Climb – 0945 (*or immediately following Opening Ceremony*)
  - ☞ How to register – On Eventbrite (“2019 ERAD”)
  - ☞ Cost – 5K/**\$25**, Stair Climb/**\$25**, or both for **\$40**
- Discuss as “**New Business**” at the next SWLA Mutual Aid Association Regular Board Meeting, on Wednesday, August 14, 2019



**Discussed – 2019 Emergency Responder of the Year Award:** Andy Patrick, President –

- 4 Nominees were recommended by; Todd Parker, Chief of Ward 6 Fire Protection District No. 1, Billy Vincent, w/Acadian Ambulance, and Anonymous from Ward 1 Fire Department
  - ☞ Desiree' White, Firefighter
  - ☞ Michael Estes, Firefighter
  - ☞ Jimmy Boyett, Emergency Response Specialist w/SASOL
  - ☞ Annie Dillard, Paramedic w/Acadian Ambulance
- Steering Committee voted on best candidate based off nomination forms that were submitted
- After further review and show of hands, *Annie Dillard, Paramedic w/Acadian Ambulance*, will receive the 2019 Emergency Responder of the Year Award on Saturday, September 7, 2019

**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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- **LOCATION:** Lake Charles Civic Center
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- Steering Committee approved Dr. Yaudes to present McNeese/Lake Charles Out of The Darkness Walk at the next SWLA Mutual Aid Association Regular Board Meeting, on Wednesday, August 14, 2019

**Discussed – 8 Hour Haz-Mat IQ Above the Line/Below the Line:** Andy Patrick, President –

- **DATE:** August 22, 2019
- **TIME:** 8AM – 4:30PM
- **PLACE:** OHSEP/EOC
- **LOCATION:** 901 Lakeshore Drive, Suite 200, Lake Charles, LA 70601
- **COURSE FEES:** FREE for Louisiana and Federal First Responders
- **QUESTION/CONTACT:** Mr. Richard Browning at [Richard.browning@la.gov](mailto:Richard.browning@la.gov) or (225) 658-7208
- The SWLA Mutual Aid Association will provide luncheon

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

Andy Patrick, President –

- **PREREQUISITES:** No previous course requirements
- **DATE:** November 5-7, 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)

**Discussed – Approve American Page Network Invoice:** Andy Patrick, President –

- Invoice No. 2119
- Approved

**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
- Table until next SWLA Steering Committee Meeting, Thursday, September 5, 2019

**Adjourned:** Andy Patrick, President –

- 3:30PM

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

**NEXT MEETING HOST:** Lake Charles Memorial Hospital (LCMH)

**DATE:** Wednesday, September 11, 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 – Todd Parker
- Meeting adjourned – 11:30AM

**LUNCH & LEARN:** *N/A*

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

**Thursday, September 5, 2019 @ 2PM**

**901 Lakeshore Drive, Suite 200**

**Lake Charles, LA 70601**