

## ARK-LA-TEX EMERGENCY MANAGEMENT ALLIANCE MEETING

March 3, 2004

The Ark-La-Tex Emergency Management Alliance meeting was held at Marshall Regional Medical Center in Marshall, TX. Mike Penaluna, Alliance Chairperson, welcomed members and thanked Jim Brandon, Technical Services Coordinator, Marshall Regional Medical Center, for hosting the meeting. Mike called the meeting to order at 10:10 a.m. Wednesday, March 3, 2004.

The following members were present: Mike Penaluna, Caddo-Bossier OHSEP; Lisa Polak, Caddo-Bossier OHSEP; Dave Hall, Texarkana OEM; Kathy Reynolds, Texarkana OEM; Jon Wedeking, Rains County; Ed Brando, Panola County; Frank Scroggins, Lafayette County; Diane Albright, Lafayette County; Harold Higgins, NE TX Public Health; Bob Shelton, East Texas Council of Governments; Mark Weaver, Longview Fire Department; Steve Bramlett, Marshall Fire Department; Cathy Greeson, Claiborne OHSEP; Paul McGaha, TDH; James Pike, Rusk County; Tabatha Powell, CDC/TDH; Jim Brandon, MRMC; Kathryn Jones, TDH PHR 4/5N; Ginger Garrett, MRMC/MHCHD; Lee McNeely, Texas Forest Services; Bridget Benton, BFI; Liz Templin-Hall, Marion County; Harold England, City of Waskom; Dennis Engdahl, Harrison County.

Ed Brando motioned to approve the minutes and Jim Brandon seconded the motion followed by approval by Alliance members.

**Chairman's Report:** Mike Penaluna provided members with a copy of a letter of approval from the Louisiana OHSEP stating that the Ark-La-Tex EMA Mutual Aid Agreement meets FEMA guidelines.

**Treasurer's Report:** Lisa Polak reported an account balance of \$650 on hand February 29, 2004. The balance is a result of members submitting \$50 annual dues per voting/associate member. A request to set up an Ark-La-Tex EMA account has been submitted to Barksdale Federal Credit Union (BFCU) in Louisiana. BFCU is a nationally recognized credit union. Once an account is established, members have the option to open a personal account with BFCU.

**Old Business:** Lisa specified that Mutual Aid Agreements are not restricted to paid Alliance members, but are for all county, parish and city emergency management agencies within the Ark-La-Tex region for the purpose of resource sharing and federal reimbursement in the event of a disaster. Members were encouraged to pass along information about the Mutual Aid Agreements to any emergency management agencies that are not yet listed as signatories. Lisa reviewed the previously approved additions (appendices distinguishing among voting members, associate members and guests) to the by-laws. Members received a copy of the January 2004 updated edition of the Regional EOP on CD. The Regional Bioterrorism Response Subcommittee met in January and reviewed a draft charter, mutual-aid agreement and Regional Bioterrorism Response Plan. Lisa distributed a copy of the draft plan which upon completion will be included as Part 6, Health and Medical, in the Regional EOP. Members were encouraged to contact Lisa with any suggestions for improvement of the Regional Bioterrorism Response Plan.

**New Business:** Bossier City will be a host site of the Louisiana SNS Exercise from March 16 – 18. All members are invited to participate and/or observe. Shreveport will host a FEMA/CHERCAP Exercise at the Shreveport Regional Airport on September 9. An Alliance Workshop has been scheduled for Wednesday, May 5 in Shreveport, LA. Contact Lisa or Mike with any suggestions for potential speakers. Dave Hall informed members of a Full-Scale Terrorist Exercise to take place in Texarkana on November 16-18. Training opportunities will be available to all members. Contact Dave or Kathy Reynolds to participate. Shreveport's National Weather Service Office will host a Skywarn Storm Spotters Training open to the public on Saturday, March 20 in Shreveport. Contact Lisa for further details. Steve Bramlett discussed Hazard Mitigation planning for the City of Marshall. The plan will make reference to the Ark-La-Tex EMA to meet requirements for information sharing, plan development and maintenance with neighboring local governments.

**Guest Speaker:** Russ Collier, CEO, Marshall Regional Medical Center (MRMC) spoke to Alliance members regarding developments and progress within MRMC and its significance to the counties and communities surrounding it.

Mike Penaluna adjourned the meeting at 11:55 a.m.

Respectfully Submitted

---

Lisa M. Polak, Secretary/Treasurer  
Ark-La-Tex Emergency Management Alliance

---

Date approved by Alliance