

ARK-LA-TEX EMERGENCY MANAGEMENT ALLIANCE MEETING

July 13, 2004

The Ark-La-Tex Emergency Management Alliance meeting was held at Maude Cobb Convention Center in Longview, TX. Mike Penaluna, Alliance Chairperson, welcomed members and thanked Chief Richard Lazarus, Alliance Vice-Chairman and Fire Chief for the City of Longview, for hosting the meeting. Mike called the meeting to order at 10:05 a.m. Tuesday, July 13, 2004.

The following members were present: Mike Penaluna, Caddo-Bossier OHSEP; Lisa Carmack, Caddo-Bossier OHSEP; George Tucker, Texarkana Chapter ARC; John Stanley, Webster Parish OHSEP; Bobby Jones, Texas Forest Service; Lee McNeely, Texas Forest Service; Paul Alan Pruitt, Texas Forest Service; Will Gee, Gregg County Health; Ed Brando, Panola County; Powell Peek, Red River County; Jim Brandon, Marshall Regional Medical Center; Lee Harrison, NWS Shreveport; Ginger Garrett, MRMC/MHCHD; Jerry Neel, MRMC/Emergency Center; Sheryl Gajewsky, TDH-ERT; James Pike, TDH-Rusk County; E. Hadaway, Parasafe; Bob Shelton, ETCOG; Richard Downs, ETCOG; Dennis Engdahl, Harrison County; Gary Mars, ESG Training; Earnestean Williams, TDH-ERT; Kent Morrill, Longview Fire Department; Gary Chaffin, Bowie County Health; Tony Dennis, Cherokee County Health; Cathy Greeson, Claiborne Parish OHSEP; Michelle Skyrme, Gregg County Health; Liz Templin-Hall, Marion County Sheriff's Office; Don Hart, NE TX Public Health; Richard Jurowski, ETCOG; Chris Bland, Good Shepherd Medical Center; Dwayne Pirtle, City of Henderson; Dee Farmer, Harrison County Red Cross.

Dennis Engdahl motioned to approve the minutes and Cathy Greeson seconded the motion followed by approval by Alliance members.

Chairman's Report: Mike Penaluna provided members with three quotes from three different companies to apply for non-profit status, in the form of 501(c)3, for the Alliance. Prices range from \$350 to a few thousand dollars. Richard Lazarus motioned to approve moving forward with Postlethwaite & Netterville (P&N), whose quote was in the \$350 range, in acquiring this non-profit status. Dennis Engdahl seconded the motion followed by approval from Alliance members.

Treasurer's Report: Lisa Carmack reported an account balance of \$1,925.00 on hand June 30, 2004. The balance is a result of members submitting \$50 annual dues per voting/associate member. The only disbursement was a \$75.00 payment for a check order. Since the Alliance is not yet established as a 501(c)3, a bank account was opened with AmSouth Bank in Bossier City as a sub-account under the Caddo-Bossier Office of Homeland Security and Emergency Preparedness. Once non-profit status has been established the Alliance may pursue a different account.

Old Business: Lisa presented members with charts detailing Alliance involvement as illustrated in the Regional Emergency Operations Plan (REOP). Although the plan was developed according to Louisiana planning guidelines, the Alliance has been incorporated into many

aspects of the plan including: Alerting and Warning; Transportation and Resource Management; and Coordination. Notification concerns arose and a member notification procedure was discussed. Caddo and Bossier Parishes and Gregg and Harrison Counties utilize the First Call network. Members agreed that it would be beneficial to include all Alliance members into a fixed-list database in First Call for notification purposes. Resource sharing was also discussed and members passed around the Resource Directory and included a number of points of contact to include in the directory. Lisa also presented a slide show on the 1st Annual Alliance Workshop held in Shreveport in May of 2004. The website is now up and running at www.arklatexema.org.

New Business: Shreveport/Bossier is the host site of Awareness Level courses being offered by the Office of Domestic Preparedness (ODP). Contact Lisa for further details or visit the Alliance website. In September, Shreveport will host a FEMA/CHERCAP All-Hazards Full-Scale Exercise. Alliance members are invited to observe. As training opportunities become available, members may send the information to Lisa to post onto the calendar on the website. Past and upcoming meeting information will also be made available on the website.

Guest Speaker: Following a round of local updates from Alliance members, Chief Richard Lazarus spoke to members about emergency management progress in Longview and the National Incident Management System (NIMS) and how it will be incorporated in Longview.

Mike Penaluna adjourned the meeting at 12:00 p.m.

Respectfully Submitted

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

Date approved by Alliance