



**TOMMY MARTINEZ**  
Parish President

# Parish of Ascension

OFFICE OF HOMELAND SECURITY  
& EMERGENCY PREPAREDNESS



**Richard A. Webre**  
Director

## MEETING MINUTES

### ASCENSION PARISH LEPC MEETING

Lamar Dixon Expo Center

Tuesday, March 25, 2014 - 11:00 am – 1:00 pm

- I. Welcome and Call to Order: 11:06 am
- II. Pledge & Prayer
- III. Roll Call
  - a. Board 12/15 Members Present – Quorum Met.
    - i. See attached Committee Roll Call Roster
    - ii. (Absent: Chuck Montero, Marc Stewart, Wanda Martin)
    - iii. Substitutes: Paul Holden – CAER, James LeBlanc - GAMA
  - b. General Membership
    - i. 22/44 Represented.
    - ii. See Attached Facility & Pipeline Roll Call
- IV. Approval of Previous Meeting Minutes
  - a. Motion: James LeBlanc, 2<sup>nd</sup> Cody Melancon
- V. Presentations (*Limit to 15 minutes*)
  - a. Plant Manager Briefing CAER/GAMA transition
    - i. Mark Dearman, Rubicon & Keith Bruner, Honeywell

**Paraphrased:**

*Currently 20 members belong to CAER. Most of these companies are members of GAMA as well. Some of the GAMA members joined for the sole purpose of obtaining radio communications. Over the next year CAER will transition to the primary public outreach and communications organization for the chemical industry. The intent is to create a CAER radio system to be the emergency response radio system and GAMA will transition to a mutual aid organization.*

*Plant Managers are currently collaborating to revise CAER Charter. Part of this revision will be in inclusion of companies that are not manufacturers, i.e. Trucking/ Transportation companies.*

*This will allow the CAER Radio to be used for communications across various types of companies.*

*Another approach under consideration is not limiting the radio or communications capabilities to a Parish border but exploring*

828 S. Irma Boulevard, Building 3, Gonzales, Louisiana 70737

Telephone: (225) 621-8360 Fax: (225) 644-3039 Email: [oop@apgov.us](mailto:oop@apgov.us)

OHSEP Website: [www.ascensionparish.net/OHSEP](http://www.ascensionparish.net/OHSEP) Ascension LEPC Website: [www.ascensionparish.net/OHSEP/LEPC](http://www.ascensionparish.net/OHSEP/LEPC)

*geographical common areas. Discussion and potential collaboration with GBRIA possible. (Greater Baton Rouge Industry Alliance/ [www.gbria.org](http://www.gbria.org))*

- VI. Site Specific Plans & Notification Procedures
  - a. Site Plan Approval and Discussion
    - i. Motion to Accept Revisions: James LeBlanc, 2<sup>nd</sup> : Tracey Normand*
    - ii. Passed: No Opposition*
  - b. Overview of 2015 Staging Map Updates
    - i. Maps will have pre-identified evacuation points and other response and staging points. These will be discussed and determined during the Audit visits with each facility by Ami Cloutre Johnson. These will be activated in the event of a General Emergency or as needed by the Incident Commander.*
- VII. Pipeline High Consequence Areas & Excavation Permitting Overview
  - a. High Consequence sectors were established throughout Parish. Now have a permit and fee requirement if digging in these sectors. Online system is under development and will be up soon.
  - b. Ascension receives approximately 1500 dig tickets a month, with an average of 80 in High Consequence area.
  - c. New Pipeline Permit process instituted as well.
- VIII. Chemical Facility Fire Response Protocols Review & Discussion
  - a. Request to ensure no agency or response personnel enter Hot Zone, the Fire Response Protocols were brought up for review and discussion.
  - b. Comments/ Recommendations:
    - i. Consensus is that Fire Department Equipment should stage nearby but **not** at front gate.*
    - ii. If emergency is Site Area or General, facility will need to provide the input necessary for HAZMAT Team Leader and Fire to take necessary actions for safety outside facility.*
    - iii. James LeBlanc requested that during Audits perhaps question if Fire has responded to their gates and under what circumstances.*
    - iv. Mark Dearman stated Guard should not be the first person responders speak with. Communication by Radio, Phone or in person with facility representative.*
    - v. Pre-determined staging areas will allow 911 to just dispatch and provide stage area location.*
- IX. First Call App for local notifications of internal siren testing
  - a. FirstCall Ap was presented to fill the communication/ notification gap that exists for those light/ support industrial companies that are on the borders of facilities and along Geismar Chemical corridor.
- X. Facility Communication Audit Schedule 2014
  - a. Audit dates were distributed via email and meeting notices to each company. Only those individuals listed on the site plan received the invite. Included in the body of the meeting invitation were the 2014 Plan and Notification materials for each plant.

- XI. Subcommittee Reports
  - a. Grants Work Group
    - i. Rachael Wilkinson gave an update on Grant Expenditures and Projects. (Lamar Dixon Expo Generators, etc.)
- XII. Other ESF Reports
  - a. ESF 4
    - i. Gonzales Fire Department with Gonzales Police Department on 3/26/2014 participated in a Mock Drunk Driver Drill at East Ascension High School
  - b. ESF 5
    - i. Training Opportunities: IED Search Procedures, April 16<sup>th</sup>
    - ii. Facility Traffic/ Population Estimates – Will be distributed next week.
    - iii. EMAC Exercise at Lamar Dixon April 15<sup>th</sup>, for Situational Awareness, Ambulances participating.
  - c. ESF 13
    - i. Gonzales Police Department: Threat at local school this week, quick response and assistance from other agencies. Good job by all and Ascension School Faculty for maintaining awareness and reporting suspicious or threatening activity on Social Media.
  - d. Facility Security Officer training opportunity. 4/10/2014 @ St. Amant Fire Department. Contact James LeBlanc for more information.
- XIII. Old Business
- XIV. New Business -
  - a. St. Elizabeth Hospital:
    - i. New Hospital representative: Alden Gautreau
    - ii. STEH is now on GAMA Radio and participating in Roll Calls.
    - iii. Alden Gautreau made a request to have a STEH FirstCall login and list created. Director Webre approved and A. Johnson tasked with coordinating this effort.

<b>2nd Quarter Meeting</b>	<b>Thursday June 5, 2014</b> <b>Lamar Dixon – Banquet 11:00 – 1:00 PM</b>
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- XV. Adjournment
  - a. Motion: Tracey Normand, 2<sup>nd</sup> Cody Melancon
  - b. Adjourned 11:55

Action Items		
1.	Staging Map Data Collection @ EM Com Audit	A. Clouatre Johnson
2.	Fire Department Staging Protocol/ Staging Map process	A. Clouatre Johnson
3.	FirstCall Smartphone Application PR/ Awareness	R. Webre
4.	STEH FirstCall List & User Access – Alden Gautreau	A. Clouatre Johnson



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## AGENDA

### ASCENSION PARISH LEPC MEETING

Lamar Dixon Expo Center

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- I. Welcome and Call to Order
- II. Pledge & Prayer
- III. Roll Call
  - a. Board
  - b. Fixed Facility General Membership
- IV. Approval of Previous Meeting Minutes
- V. Presentations (*Limit to 15 minutes*)
  - a. Plant Manager Briefing CAER/GAMA transition
- VI. Site Specific Plans & Notification Procedures
  - a. Site Plan Approval and Discussion
  - b. Overview of 2015 Staging Map Updates
- VII. Pipeline High Consequence Areas & Excavation Permitting Overview
- VIII. Chemical Facility Fire Response Protocols Review & Discussion
- IX. First Call App for local notifications of internal siren testing
- X. Facility Communication Audit Schedule 2014
- XI. Subcommittee Reports
  - a. Grants Work Group
- XII. Other ESF Reports
- XIII. Old Business
- XIV. New Business - **Next Meeting**

2nd Quarter

**Thursday June 5, 2014**

**Lamar Dixon – Banquet 11:00 – 1:00 PM**

- XV. Adjournment

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# Ascension Parish

## OFFICE OF HOMELAND SECURITY & EMERGENCY PREPAREDNESS

Tuesday, March 25, 2014 - LEPC MEETING COMMITTEE ROLL CALL ROSTER

**RICHARD A. WEBRE**  
Director

Rachael Baker-Wilkinson  
Assistant Director

Ami Clouatre-Johnson  
Operations & Training Section Chief

Katie White  
Planning & Intel Section Chief

Charles Brown  
Logistics Section Chief

No.	Name	Organization	Title	Email	ESF	Present	Absent
1	Cody Melancon	Law Enforcement & HAZMAT Team	Lieutenant	<a href="mailto:cmelancon@ascensionsheriff.com">cmelancon@ascensionsheriff.com</a>	10 & 13	✓	
2	Laura Gremillion	APSO, 911/ Dispatch, Communications		<a href="mailto:lgremillion@ascensionsheriff.com">lgremillion@ascensionsheriff.com</a>	2	✓	
3	Tracey Normand	City of Gonzales - Fire Ascension Parish Mutual Aid Committee	Fire Chief - Gonzales Mutual Aid Committee Chair	<a href="mailto:tnormand@gonzalesfd.com">tnormand@gonzalesfd.com</a>	4 & 5	✓	
4	Chuck Montero	Ascension Fire Protection District No. 2	Fire Chief - Donaldsonville	<a href="mailto:cmontero@dvillefire.brcxmail.com">cmontero@dvillefire.brcxmail.com</a>	4		/
5	Mark Stewart	Ascension Fire Protection District No. 3 & Urban Search and Rescue (USAR)	Fire Chief - Prairieville Team Member	<a href="mailto:mstewart@prairievillefire.com">mstewart@prairievillefire.com</a>	4 & 9		/
6	Eugene Witek	Ascension Fire Protection District No.1	Fire Coordinator	<a href="mailto:Fpd1@eatel.net">Fpd1@eatel.net</a>	4	✓	X-LATE
7	Richard A. Webre	Ascension Parish Office of Homeland Security & Emergency Preparedness	AP OHESP Director	<a href="mailto:rwebre@apgov.us">rwebre@apgov.us</a>	5	✓	
8	James LeBlanc <del>CAER Representative</del>	Community Awareness & Emergency Response (CAER)	LEPC Committee Chair CAER-Committee-Chair GAMA	<a href="mailto:charles.stokes@shell.com">charles.stokes@shell.com</a>	5	✓	
9	Wanda Martin	Ascension Parish EMS Committee	Committee Chair	<a href="mailto:tmartin2@eatel.net">tmartin2@eatel.net</a>	8		/



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Tuesday, March 25, 2014 - LEPC MEETING COMMITTEE ROLL CALL ROSTER

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Director

**Rachael Baker-Wilkinson**  
Assistant Director

**Ami Clouatre-Johnson**  
Operations & Training Section Chief

**Katie White**  
Planning & Intel Section Chief

**Charles Brown**  
Logistics Section Chief

No.	Name	Organization	Title	Email	ESF	Present	Absent
10	Jason Fuserfer <i>James LeBlanc</i>	Geismar Area Mutual Aid (GAMA)	Committee Chair	<a href="mailto:jason.fuselier@williams.com">jason.fuselier@williams.com</a>	10	✓	
11	Carey Cannon	Gonzales Police Department	Detective	<a href="mailto:ccannon012@gonzalespd.org">ccannon012@gonzalespd.org</a>	13	✓	
12	Thomas Pearce	Ascension Parish Dept of Public Works	Director	<a href="mailto:rfairchild@apgov.us">rfairchild@apgov.us</a>	3	✓	X LATE
13	Angie Peraza	Ascension Parish School Board	Risk Manager	<a href="mailto:aperaza@apsb.org">aperaza@apsb.org</a>	5	✓	
14	Lester Kenyon	Ascension Parish Government	Public Information Officer	<a href="mailto:lkenyon@apgov.us">lkenyon@apgov.us</a>	15	✓	

*Paul Holden CARE Rep*

*11 present*

*Late Call:*



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RICHARD A. WEBRE

Director

## LEPC FACILITY & PIPELINE ROLL CALL

Tuesday, March 25, 2014

RTK #	Facility Name	REP	NO REP
27412	Air Liquide America- Geismar		✓
30130	Air Liquide America-Vulcan		✓
39125	Air Liquide Geismar Utility SE	✓	✗
371	Air Products Geismar 1	✓	
24864	Air Products Geismar SSU	✓	
	Baker Hughes		✓
202	BASF	✓	
35272	BASF-DNT	✓	
	Boardwalk Pipeline	✓	
N/A	Canadian National		✓
	Carline Fleet	✓	
1305	CF Industries	✓	
33945	Cross Tex Energy		✓
	Denberry Pipeline		✓
13697	Dupont	✓	
N/A	Dynamic Fuels	✓	
	Enterprise Pipeline	✓	
28137	Enterprise T-Bone		✓
	Exxon/ Mobile Pipeline		✓
	Gulf South Pipeline	✓	✓
4820	Honeywell	✓	
	Impala	✓	
38547	IMTT	✓	
14283	Innophos		✓
41279	Kinder Morgan	✓	
289	Lion Copolymer	✓	
45707	Lone Star NGL-Geismar		✓
	Methanex		✓
27937	Momentive	✓	
26238	Occidental Chemical Corp	✓	
	Olin		✓
19689	Ormet-Burnside		✓
25330	PCS Nitrogen	✓	
20745	Praxair Distribution		✓
5763	Praxair, Inc		✓
5090	Rubicon	✓	
26259	Shell	✓	
	Shell Pipeline		✓
	Syngenta		✓
	Total		✓
31472	Univar USA, Inc (BCS)		✓
5947	Univar USA, Inc-Geismar		✓
31066	Westlake		✓
26020	Williams Olefins		✓





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Planning & Intel Section Chief

Charles Brown  
Logistics Section Chief

### A - B FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Air Liquide America-Geismar</b>					
1.					
2.					
3.					
<b>Air Liquide America-Vulcan HPU</b>					
<b>Air Liq-V</b>					
1.					
2.					
3.					
<b>Air Liquide Geismar Utility SE</b>					
<b>Air Liq-GSE</b>					
1.	Sarah Briggs	Admin Asst	Sarah.briggs@airliquide.com	225-744-1609	
2.					
3.					
<b>Air Liquide Industrial U.S. LP</b>					
<b>Air Liq-Ind</b>					
1.					
2.					
3.					



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Logistics Section Chief

### A - B FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Air Products Geismar One</b>					
1.	David M. Albner	Site Supervisor			
2.	James R. Riviere	DRS SPECIALIST	RIVERHUB@AIRPRODUCTS.COM		
3.					
<b>Air Products Geismar SSU</b>					
<b>Air Prod SSU</b>					
1.	Mike Humann	Air Supervisor	humannm.airproducts.com		
2.					
3.					
<b>BASF Corporation</b>					
<b>BASF</b>					
1.	Brent Beall	Security Manager	brbeall.dewall@bASF.com	225-339-2537	225-981-7358
2.	Donovan Wogynsack	EHS - La Kib	donovan.wogynsack@BASF	225-339-2366	225-572-1242
3.	Mike Dorris	EHS Spec.	murdorf.dorris@BASF.ca	225-339-2585	
<b>BASF-DNT</b>					
<b>BASF-DNT</b>					
1.					
2.					
3.					



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### A - B FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Company	Name	Title	Email	Office #	Cell #
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12						



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### C - H

### FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Canadian National Railroads</b>					
<b>CN Rail</b>					
1.					
2.					
3.					
<b>CF Industries, Inc</b>					
<b>CF</b>					
1.	Bob Sprauk	Safety Supervisor			
2.	Clint Andrews	Safety Supervisor			
3.					
<b>Crosstex Energy Riverside Plant</b>					
<b>Crosstex</b>					
1.					
2.					
3.					
<b>Dupont</b>					
<b>Dupont</b>					
1.	Ivy Alberes	Inspector / CAER RPD	Ivy.Alberes@dupont.com	225-473-5716	225-803-6804
2.					
3.					



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Logistics Section Chief

### C - H

#### FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Dynamic Fuels, LLC</b>					
Dynamic					
1.	Howards Kirklandson	EH'S Mgr		225 7441306	225-7154550
2.					
3.					
<b>Enterprise T-Bone Enterprise-TB</b>					
1.					
2.					
3.					
<b>Honeywell International Honeywell</b>					
1.	KENTH BRUNERL	Pt MGR	KENTH.BRUNERL@honeywell.com	225-642-3572	225-290-2607
2.					
3.					



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Logistics Section Chief

### C - H FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Company	Name	Title	Email	Office #	Cell #
1	CAVINE MANAGEMENT, Co	MAT KOSTER	PRESIDENT	Mat.Koster@CavineManagement.com	(225) 473-4310	(225) 937-2271
2	GULF SOUTH PL	ROBERT WILDA		Robert.Wild@GulfSouth.com	2926644	505-5003
3						
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Logistics Section Chief

### I - M FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>IMTT-Geismar</b>					
<b>IMTT</b>					
1.	Rob Dueso	SAFETY	robertdusos@imtt.com	225-474-2531	225-323-4700
2.	Keith Miller	Director of Support Services	Keithmiller@imtt.com	225-474-2520	225-223-8542
3.					
<b>Innophos, Inc</b>					
<b>Innophos</b>					
1.					
2.					
3.					
<b>Kinder Morgan GLT</b>					
<b>Kinder Morgan</b>					
1.	Marvyn Zebbis	SDE	marvyn.zebbis@kinder.org	GLT	225 610-6168
2.	Ty Ricky	TM	Ty-Ricky@kinds	GLT	225 324 3641
3.					
<b>Lion Copolymer Geismar, LLC</b>					
<b>Lion</b>					
1.	Keith Bergsied	EHS Mgr	keith.bergsied@lioncopolymer.com	225-673-0743	225-274-5861
2.					
3.					



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### I - M FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Lone Star NGL Refinery Services-Gelismar</b>					
<b>Lone Star-G</b>					
1.					
2.					
3.					
<b>Lone Star NGL Refinery Services-Sorrento</b>					
<b>Lone Star-S</b>					
1.					
2.					
3.					
<b>Momentive Specialty Chemicals</b>					
<b>Momentive</b>					
1.	Mistie Kiger	ENV. Manager	Mistie.Kiger@Momentive.com	225-744-2008	225-939-4812
2.	Barry Dugas	Operations Manager	Barry.Dugas@Momentive.com		225-323-4753
3.					



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I - M FACILITY, PIPELINE & TRANSPORTATION COMPANIES						
No.	Company	Name	Title	Email	Office #	Cell #
1	Impala Terminals	Adrienne Mills	HR Manager	adriennemills@impalaterminals.com	225-289-5222	225-717-1330
2						
3						
4						
5						
6						
7						
8						
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10						
11						
12						



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### N - R

### FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
1.	Praxair, Inc Praixair, Inc				
2.					
3.					
Rubicon, LLC Rubicon					
1.	Paul Holden	SAFETY CONSULTANT	Paul.e.holden@huntsman.com	225.744.5447	225.715.4783
2.	Christy Blechard	Process Safety Manager	ChristyR.Blechard@huntsman.com	225-744-5353	335.205.0477
3.	Mark Doanna	General Manager			
4.	KEN WITTRE	EHS MGR.	Kenneth.v.wittre@huntsman.com	225-242-5153	225-235-0302



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### N - R FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Occidental Chemical Corp</b>					
<b>OxyChem</b>					
1.	Donald Sparsel	HES5 Manager	donald_sparsel@oxy.com	225-493-2292	225-317-0135
2.					
3.					
<b>Ormet-Burnside Alumina Div.</b>					
<b>Ormet</b>					
1.					
2.					
3.					
<b>PCS Nitrogen Fertilizer, L.P.</b>					
<b>PCS</b>					
1.	Cecil Higdon	Env. Mgr	cecil.higdon@pcsnitrogen.com	225 621 1847	225 290 2651
2.	Clint Roberts	Sr. Tech. Analyst	clint.roberts@pcsnitrogen.com	225-621-1818	225 800 5702
3.					
<b>Praxair Distribution, Inc</b>					
<b>Praxair Dist</b>					
1.					
2.					
3.					



# Ascension Parish

## OFFICE OF HOMELAND SECURITY & EMERGENCY PREPAREDNESS

Tuesday, March 25, 2014 - LEPC MEETING SIGN IN ROSTER

**RICHARD A. WEBRE**  
Director

Rachael Baker-Wilkinson  
Asst. Director/ Grants & Doc Unit Lead

Ami Cloutre-Johnson  
Operations & Training Section Chief

Katie White  
Planning & Intel Section Chief

Charles Brown  
Logistics Section Chief

<b>N - R FACILITY, PIPELINE &amp; TRANSPORTATION COMPANIES</b>						
No.	Company	Name	Title	Email	Office #	Cell #
1						
2						
3						
4						
5						
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7						
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11						
12						



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**Ami Clouatre-Johnson** Operations & Training Section Chief  
**Katie White** Planning & Intel Section Chief  
**Charles Brown** Logistics Section Chief

### S - Z FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Name	Title	Email	Office	Cell
<b>Shell Chemical LP-Gelsmar</b>					
1.	Rick WEBRE	SECURITY LEAD	Ricky.Rewer@Shell.com	735-281-6197	225-717-3556
2.					
3.					
<b>Univar USA, Inc (Next to Honeywell)</b>					
<b>Univar-(BCS)</b>					
1.					
2.					
3.					
<b>Univar USA, Inc-Gelsmar</b>					
<b>Univar-G</b>					
1.					
2.					
3.					
<b>Westlake Vinyls Company LP</b>					
<b>Westlake</b>					
1.					
2.					
3.					



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Logistics Section Chief

S - Z					FACILITY, PIPELINE & TRANSPORTATION COMPANIES				
No.	Name	Title	Email	Office	Cell				
1.	Williams Olefins								
2.									
3.									



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**Charles Brown**  
Logistics Section Chief

### S - Z FACILITY, PIPELINE & TRANSPORTATION COMPANIES

No.	Company	Name	Title	Email	Office #	Cell #
1	Pontchartraine Police	Dean Smith	Captain	dsmith@wee.district1.org	225-866-9721	225-445-3433
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Planning & Intel Section Chief

**Charles Brown**  
Logistics Section Chief

### RESPONSE AGENCIES – ALL OTHER ESP'S

No.	Name	Title	Email	Office	Cell
<b>APSO</b>					
1.	Bobby Raborn	Pt	braburn@epred.com		225-715-1228
2.					
3.					
<b>ASCENSION FIRE</b>					
1.	Tacey Hammond	FIRE CHIEF			
2.	Eugene Witek	EDUCATOR			
3.					
<b>OHSEP – Ascension, GOHSEP</b>					
1.	Lester Lezyon	PIB			
2.					
3.					
<b>LSP – RTK Unit</b>					
1.					
2.					
3.					
<b>Maritime: USCG, Port of Baton Rouge, Port of South LA, Levee Districts</b>					
1.					
2.					
3.					



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Logistics Section Chief

### RESPONSE AGENCIES - ALL OTHER ESSF'S

No.	Company	Name	Title	Email	Office #	Cell #
1	Red Cross	Brenda Baird		brendabaird@yahoo.com		404-418-2789
2	USCG Mrs Ratake	Micole Ratake	LCDR	Micole.D.Rodriguez@uscg.mil		
3	USCG	MTT Beckley	LT	MATTHEW.L.BECKLEY@uscg.mil		
4	St. Elizabeth Hospital	Environment of Care - Emergency Preparedness	RN	alison.young@steh.com	225-647-5000	225-235-1062
5	Ascension Parish School Board	Ansie Peraza - Risk Manager		ansie.peraza@apsh.org	225-394-7085	225-717-8391
6	Red Cross	Joe Williams	RPS	joewilliams@redcross.org	225 291-4533	225 268-2345
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Logistics Section Chief

### RESPONSE AGENCIES – ALL OTHER ESF'S

No.	Name	Title	Email	Office	Cell
14					
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