



SOUTH CENTRAL SAFE COMMUNITY PARTNERSHIP

Pelican Room, South Central Planning and Development Commission
5058 West Main Street, Houma LA 70390

Minutes of the Meeting

Thursday, November 17, 2011, 9:00-11:30 a.m.

In Attendance: (27)

Greg Hood Sr., ADAC
Alicia Touns, ADAC
Tina Ledet, Houma PD
Craig Poche, St. James SO
Dustin Poche, St. James SO
Earl Geason, St. James SO
Greg Maurin, St. John DA
Josephine Rodrigue, MADD
Morris Beverly, LHSC
Brad McGlothren, LHSC

Lyle LeBlanc, LADOTD
Ralph Mitchell Jr., LADOTD Consultant
Michael Kreamer, Lafourche SO
Doug Foreman, Lafourche SO
Mark Adams, Lafourche SO
Matt Trahan, LSP Troop C
Darrin Naquin, LSP Troop C
Floyd Benoit, Lafourche PSB
Joey Page, St. Charles PSB
Happy Ridenour, NSU

Karla Courtade, LADOTD
Autumn Thompson, LADOTD
Terry Arabie, Lafourche PG
Erin Watson, Assumption PPJ
Antoinette Bonvillain, MAC
Joshua Manning, SCPDC
Rudynah Capone, SCPDC

Part I – Executive Board Meeting

1. Call to Order

Chairman Greg Hood called the meeting to order at 9:05 a.m. and welcomed everyone.

2. Welcome & Introductions

Chairman Hood asked everyone to introduce themselves.

3. Review FFY 2011 Year-End Action Plan

R. Capone shared the achievements/programs undertaken in the FFY 2011, which ran from Oct. 1, 2010 to Sept. 30, 2011. The coalition has expanded its efforts as far as education, enforcement and prevention programs are concerned. Some of these programs included NSU's Think Before You Drink Program, Troop C's Bayou Region Safety Expo, ADAC's Memorial Run in honor of teenagers killed by a drunk driver, Nationwide "Driver Sober or Get Pulled Over" Alcohol campaign, "Get in the Zone" Program, DWI/Sobriety checkpoints, saturation patrols, Christmas Holiday/Super Bowl impaired driving, "Zero to December" and "No Refusal Policy" enforcement, St. John DA's DWI/Substance Abuse Classes, APSO's Overtime DWI Enforcement, etc. The SCSCP also collaborated with the Bayou Region MAC to promote motorcycle safety.

The SCSCP hosted a CPS Technicians Training in January 2011 and sponsored three officers in getting CPS certification in Lafayette and Lake Charles Classes in April-May 2011. All in all, our region has produced 17 new CPS technicians and 3 new fitting stations (Houma PD, St. James SO and ADAC). The SCSCP also participated in LA Passenger Task Force's CPS events and supported St. James SO's Occupant Protection Enforcement. We also sponsored Assumption's Safety Town event in Napoleonville and joined the nationwide Click it or Ticket Mobilization. Issues on occupant protection were also addressed at the Traffic Safety Summit on July 13, 2011.

To know more, R. Capone referred everyone to Tab #3 of the meeting packet to view all the achievements in FFY 2011. She thanked the mini-grantees and partners in constantly supporting and cooperating in the coalition's efforts.

R. Capone asked the partners especially the FFY 2011's mini-grantees if there were challenges or obstacles that they had encountered in their campaigns/events. D. Poche expressed that their Occupant Protection Enforcement went pretty smoothly. He mentioned though that some of the CPS technicians requested if we could purchase comfy shirts to be worn at the seat checkups especially during hot months. G. Hood confirmed it's been resolved. R. Capone said she already ordered 50 T-shirts and they should be delivered soon.

D. Poche later asked if there's a possibility of getting magnetic decals to be used for seatbelt/DWI enforcement activities. R. Capone responded she would take a look into it and brought it up to LHSC for approval. Discussion ensued on passenger safety seat checkups.

4. Review and Approval of New FFY 2012 Plans

a. Action Plan

R. Capone asked everyone to do a quick review of the plan on Tab # 4A of the meeting packet. G. Hood asked the members to approve the new action plan. **C. Poche made a motion to approve and adopt the New FFY 2012 Safe Community Action Plan, seconded by G. Maurin. No comments and questions were raised. Motion passed.**

b. Mini-Grant Policies and Application Period

R. Capone announced that the mini-grant amount for FFY 2012 is only \$13,440 to be split up between alcohol and seatbelt campaigns. Non-profit local agencies can apply for the said mini-grant starting November 21, 2011. **Deadline is on December 16, 2011.**

R. Capone mentioned that attendance is one criterion for eligibility to apply, coupled with target audience, program addressed (either seatbelt or alcohol, or both), communities served, etc.

Discussion ensued on how to disburse the mini-grant funds fairly among qualified partners. G. Hood asked the members to bring up suggestions. Priority is given to those who qualify basing on the criteria mentioned and priorities for FFY 2012. C. Poche also suggested if we could pull out a little amount for child seat checkup, say \$3,440 from the Mini-Grant allocation. G. Hood suggested that ADAC spearhead the CPS event. R. Mitchell suggested that the coalition encourage those agencies that may have a full proposal for a certain pilot project, and if none of them would submit a week prior to the Dec. 16th deadline, then the mini-grant funds will be awarded to the qualified agencies. **(Important Note: Refer to mini-grant criteria before this is carried upon.)**

C. Poche made a motion to take out \$3,440 from the \$13,440 to use for CPS checkup event and the rest of \$10,000 will be distributed among qualified agencies. It was seconded by G. Maurin.

T. Arabie asked if we could set a separate deadline for new mini-grant applications that may have pilot project proposal. Everyone agreed it to be December 9, 2011 at 4 P.M. Mini-grants shall be awarded on a one-year cycle. No further discussion. **Motion carried.**

The rest of the items under Agenda 4 (Commodity Plan, Out-of-State Travel Plan, Meeting Schedules and SCSCP Brochure) were subjected for discussion during the second part of the meeting.

5. Other Business

None was brought to the table.

6. Adjournment

A motion to adjourn the Executive Board Meeting at 9:38 a.m. was made by G. Maurin, seconded by C. Poche. Motion carried unanimously.

Part II – Partnership Meeting

1. Call to Order

Chairman G. Hood called the Partnership Meeting to order at approximately 9:42 a.m.

2. Opening Prayer

J. Rodrigue said the opening prayer.

3. Pledge of Allegiance

The Partnership members then recited the Pledge of Allegiance led by Capt. Tina Ledet.

4. Introductions

Chairman G. Hood asked everyone to introduce themselves. Twenty-seven (27) partners were present as listed above.

5. Approval of Minutes: August 18, 2011

E. Geason made a motion to approve the minutes of the meeting dated August 18, 2011, seconded by T. Ledet. Hearing no comments, motion carried.

6. FEEDBACK: Previous Events

a. Labor Day – Drive Sober or Get Pulled Over September 2011 Campaign

Sgt. Trahan and Capt. Naquin told that our region didn't have any fatal crash during the Labor Day Weekend Campaign. T. Ledet agreed and so did other law enforcement partners.

b. CPS Week & National Seat Check Saturday

The National Seat Check Saturday event in East Houma Wal-Mart turned out successfully. D. Poche shared that there were about 25 seats checked, 6 were incorrect. There were three seats replaced. G. Hood shared that as a newly elected councilman of Terrebonne, one of his goals is to pass an ordinance that outdated or recalled seats be dropped off at a designated location/agency rather than just throwing them out on the road or garbage cans where they can still be possibly picked up and reused by whoever.

7. LHSC Safe Community Grant 2011 Review & Child Seat Distribution Report

R. Capone referred everyone to Tab #7 of the meeting packet which contains the activities/campaigns that were accomplished during the Federal Fiscal Year 2011. She has reported them at the earlier meeting (Executive Board) and just reiterated the major ones now. She hoped that these existing programs are expanded and new ones will be piloted. She then thanked all the partners in their contribution to realize the set goals in the previous year's action plan.

A. Toups announced that ADAC has distributed 37 child seats (booster and convertible) to various agencies: 12 to Assumption SO, 18 to St. James SO, 5 to Terrebonne SO and 2 to Chabert Medical Center. Six seats were given out at CPS events. Houma PD requested for 2 seats. ADAC also distributed five seats. The rest of the seats will be at various fitting stations in our region for both installation demo purposes and distribution.

8. LHSC Safe Community Grant 2012

a. Grant Requirements and Expectations

R. Capone announced that the Safe Community FFY 2012 officially kicked off on Oct. 1, 2011 and it will end on Sept. 30, 2012. She read the coalition's major goals as follows: (1) broaden membership, (2) conduct quarterly meetings and Traffic Safety Summit 2012, (3) support Click it or Ticket and Drive Sober national campaigns, (4) develop and implement an action plan.

G. Hood mentioned that the Terrebonne Council would most likely approve our request to waive the fees/charges of using the Houma Terrebonne Civic Center for our Traffic Safety Summit 2012 unless things change between now and then.

b. Mini-Grant & Action Plan

R. Capone announced that the mini-grants to be awarded in 2012 only amounts to \$13,440 which is split between seatbelt and alcohol programs. A process for application of these grants is set. Agencies can submit their applications between Nov. 21 and Dec. 16, 2011. The entire guide will be emailed to all partners. Commodity purchases must adhere to the policies set by LHSC and that our coalition must work with our LHSC law enforcement liaison Morris Beverly.

G. Hood asked A. Toups to get with R. Capone on the Child Seat checkup mini-grant proposition that was brought up at the Executive Board meeting. G. Hood had volunteered earlier that ADAC be spearheading the said initiative.

R. Capone announced how much funds are to be spent for what:

- (1) Mini- Grants - \$13,440 (split between alcohol and seatbelt programs)
- (2) Traffic Safety Summit - \$2,000
- (3) Commodities - \$5,000 (split between alcohol and seatbelt programs)
- (4) In-state Trainings including CPS trainings - \$3,500
- (5) Out-of-state Training (Lifesavers Conference) - \$1,500
- (4) Equipment - \$1,000

G. Maurin raised a question on the Action Plan where it says "...to generate new partnerships with non-traditional stakeholders..." R. Capone explained that non-traditional partners may include private businesses such as Wal-Mart, Target, etc. Insurance agencies may also be good resources/potential partners. G. Maurin suggested that we should seek out for partners that would most likely bring in funding opportunities for us.

c. Safety Commodity Suggestions

On Tab # 8 C is where the Commodity Plan for FFY 2012. So, far the only item approved by LHSC is the **50 T-shirts for CPS technicians and volunteers.**

R. Capone asked the members to suggest more commodities for seatbelt and alcohol impaired campaigns. G. Hood asked if the school board representatives had anything in mind which kids may use and be interested in. T-shirts, **drawstring backpacks** and wristbands were suggested. E. Watson mentioned that they had T-shirts for Walk to School Day and the principals agreed to designate a "dress down" day for students to wear them. G. Maurin commented that T-shirts are a good idea but they're a little expensive. R. Capone said the more expensive the unit cost is, the less number of quantities we can purchase, hence, the less number of audience we can reach. Other items suggested were: paper folders with pockets, **PVC zipper bags**, **pens**, pencils, highlighters, hand sanitizers and thumb drives. Multi-color pens/pens are also a great thing. The budget for commodities is \$5000 minus \$500 that's been spent for T-shirts already.

Discussion further ensued on how the items can be narrowed down. G. Hood suggested that R. Capone should take those suggested ideas into consideration, get the pricing, and determine which Top 3 or 4 items to buy. R. Capone emphasized that these commodities should be distributed alongside a seatbelt or alcohol campaign, not just merely giving them randomly to kids at schools.

A motion to approve the suggested items and narrow them down based on pricing and purpose was made by M. Adams, seconded by M. Beverly. Motion passed.

d. Travel Plan & Voting of Participant for the Lifesavers Conference, June 2012 in Orlando, FL.

R. Capone announced that SCSCP will be sponsoring participants for the Safe Communities Workshop, Child Passenger Safety Technicians Training and Lifesavers Conference. The budget allocation for training is: **\$3000 for in-state and \$1500 for out-of-state.** The LA Passenger Task Force has four upcoming CPS trainings in 2012 but none is scheduled in our area. They said we'd be scheduled for 2013. However, we can send officers to these trainings, say, in Baton Rouge, for instance.

G. Hood asked what it would entail to have somebody in our area to be trained as a trainer. M. Trahan responded that you'd have to be a CPS technician first, and then assist in teaching three classes. T. Ledet expressed that HPD has Michael Toups (both a CPS and Special Needs tech) who's interested to be a CPS instructor. M. Kreamer also confirmed that Murphy Melancon (LPSO) was also interested in becoming an instructor. SCSCP can sponsor accommodation and travel expenses for officers who want to get trained, but according to Chairman Hood, if the agency could cover their own expenses, it would be helpful especially that our Safe Community funds are quite tight for the next two years.

As for the Lifesavers Conference on June 14-16, 2012 in Orlando, Florida, the coalition had been previously appointing a delegate by drawing of lots. G. Hood recommended R. Capone to attend but with her anticipated maternity leave schedule, it would be impossible. R. Capone hence declined to go, so they proceeded with asking who's interested to go. Sgt. Trahan (Troop C), A. Toups (ADAC) and M. Kreamer (LPSO) expressed interest to go. T. Ledet appointed D. Belanger despite his absence. These four names were written on pieces of paper and R. Mitchell went to pull out the winners accordingly: A. Toups as 1st, M. Trahan as 2nd and D. Belanger as 3rd. In case the 1st person won't make it, the 2nd person goes, and so on.

T. Ledet made a motion to approve sending A. Toups to the Lifesavers Conference 2012 and have the 2nd and 3rd runners-up as backups, seconded by E. Geason. Motion passed.

9. Upcoming Events/Media Campaigns

R. Capone referred all to Tab #9 which reflected NHTSA's 2011 Communications Calendar.

The social norming for Thanksgiving Holiday Travel "Buckle Up" Campaign ends today while the high visibility period is ongoing until November 26th. On November 27 to December 11, the social norming for Holiday Season "Buzzed Driving is Drunk Driving" Campaign takes place. This is followed by the high visibility enforcement period on December 16, 2011 all the way to Christmas and New Year's Holidays. The Super Bowl "Fans Don't Let Fans Drive Drunk" Campaign will take place on January 2 to February 6, 2012. Press releases and talking points will be circulated by R. Capone during those periods.

R. Capone also announced LPSTF's schedule for the CPS trainings: December 7-10, 2011 in St. Tammany SO; March 7-10, 2012 at St. Martin's Safe Communities Office; March 28-31, 2012 in Red Cross Baton Rouge; and June 20-23, 2012 in Monroe Civic Center. She encouraged the agencies to get with her if they're interested to send their officers for any of these trainings. She will check with LPSTF as to the availability of seats for said trainings.

10. Destination Zero Safety Summit April 2012

K. Courtade announced that the Louisiana "Destination Zero" Safety Summit is scheduled on April 3-4, 2012 at the Crowne Plaza in Baton Rouge. Besides the general session, there will be breakout sessions on the following: updated SHSP and the four emphasis areas (seatbelt, alcohol, young drivers and infrastructure); regional coalitions established in LA; railroad safety and data review; and some other topics such as road safety audits, engineering countermeasures, automated enforcement, effective communication strategies, bike and pedestrian safety strategies, etc. Registration is free and it will be opened sometime in January. It's done online. Breakfast and lunch will be provided. A guaranteed accommodation rate is offered for \$93 per night—two days prior and two days after. More details will be released later.

11. South Central Regional Transportation Safety Plan (SCRTSP) Update

R. Capone shared that this plan has been officially adopted on October 26, 2011. Actual implementation is in the works. She said that the coalition has always been actively involved in the non-infrastructure side of traffic safety and now we're trying to ignite the Subcommittee for the Infrastructure & Operations with the help of DOTD Houma Sub-district and public works folks/engineering departments from different Parishes. She thanked T. Arabie (LPG) and E. Watson (APPJ) for their presence in today's meeting. We're still hoping to gain much participation from the River Region. Team leaders for 4 emphasis areas of the plan have been appointed. Our hope is that the team leaders would collaborate with all the partners in tracking our progress—where we're heading at, how much has been accomplished, how much is still to be accomplished, etc.

R. Capone said that LADOTD is providing us the On Track software to help us monitor our plan's success. K. Courtade explained that On Track is a tracking tool purchased through Cambridge Systematics. It was developed to track strategies and progress...where you're at and where you need to be, what's running late, etc. By using it, we can email the people in our group and coordinate among ourselves. R. Capone said she'd get with T. Monaghan in securing access to use this tool. R. Capone also announced that a meeting with the Infrastructure Subcommittee is scheduled on December 7th in order to identify and prioritize some projects for the Local Road Safety Program. Other to-do tasks include: meeting for all emphasis areas, exploring of funding opportunities (LRSP, RSA, DOTD Flex funds, and collaborating with each other. It has been agreed in the previous meeting to make the SCRTSP updates as an agenda item for the quarterly Safe Community Meeting.

12. Parish Reports/Comments from Partners

G. Hood asked parish representatives to report:

ADAC, Alicia Toups

A. Toups announced that ADAC Youth is conducting a holiday food drive wherein they would donate food to a local food bank as a group. Newspaper press releases and signs have been put out to announce this initiative. She encouraged that if there's anybody interested in donating, they can just contact ADAC. Any help is appreciated. They're dropping off the food items on Monday, Nov 21st.

Lafourche Parish SO, Michael Kreamer

M. Kreamer announced that the LPSO will be conducting several DWI and seatbelt checkpoints during the month of December—on December 17th (seatbelt) and 30th (DWI). He invited other law enforcement agencies to come out during those dates if they wanted to collaborate.

LADOTD, Karla Courtade

K. Courtade announced that they've got some Destination Zero lapel pens and koozies as giveaways. She also introduced their new employee, Autumn Thompson, who'll be helping us with the soft side of the SHSP.

Assumption Parish Police Jury, Erin Watson

E. Watson announced that they had already completed their Safe Routes to School (SRTS) Grant project (sidewalks and pedestrian bridge connecting Napoleonville Middle on Hwy 1 and Assumption High on Hwy 308). They also recently conducted the Walk to School Day which turned out to be a success. It was well-participated by the kids, parents and school principals. She thanked the SCSCP's and APSO's support.

In regards to SRTS, R. Capone added that she and T. Arabie (along with S. Cole of LADOTD) did some initial field assessment on Raceland Upper, Raceland Middle and St. Mary Catholic Schools. They also visited Schriever Elementary (Terrebonne). She encouraged other agencies to coordinate with her in case they think of schools which may require some walking and/or biking safety improvements. A driving tour may be arranged. Grant applications for SRTS funding for 2012 will open in January.

Houma PD, Tina Ledet

T. Ledet said that they'll also do some seatbelt and DWI checkpoints in December but there's no definite date yet. They planned on doing the checkpoints quarterly. G. Hood pitched in that agencies from different jurisdictions can actually work together in conducting checkpoints especially when the organizing agency is shorthanded.

St. James SO, Dustin Poche

D. Poche shared that they participated in the National Night Against Crime kickoff party in Kenner in partnership with other 20 agencies. On the actual Night Against Crime day on October 11, they had eight block parties around St. James wherein they had roving patrols around the neighborhoods. Citizens were encouraged to stay out of crime and keep their lights on around carports and porches. Officers made stops at all the parties and passed out some commodities to the citizens. They'll have heavy school speed zone enforcement around elementary schools and speed enforcement on dump trucks and 18-wheelers around construction areas. They're also working on their railroad enforcement. On December 2nd during the Bar Fight Festival and on Christmas Eve, they're stepping up with their DWI enforcement.

St. John DA, Greg Maurin

G. Maurin said they also participated in the October Night Against Crime. It's the first time that Louisiana participated as it was previously conducted in August.

LSP Troop C, Capt. Darrin Naquin

D. Naquin informed that they'll have a safety fair at the Houma Terrebonne Civic Center this weekend as part of the neighborhood watch initiative. A child seat checkup and seatbelt rollover simulator demo will be done. It's going to be a little safety kickoff for the holidays enforcement campaign. On Saturday Nov. 26th, Troop C is partnering with MADD for a Christmas Tree Lighting Service to kick off the Zero to December Campaign. J. Rodrigue passed out the flyers about the event. As for Zero to December campaign, an increased enforcement and awareness campaign on DWI will be done. A DWI checkpoint is scheduled on December 1st in Terrebonne Parish. He would get in touch with other agencies for this. They're also doing their weekly nighttime seatbelt checkpoints. The "No Refusal" will also be fully implemented in Lafourche Parish throughout the holiday season.

Ralph Mitchell, LADOTD consultant

R. Mitchell expressed his gladness to see how our coalition is working collaboratively and is still intact through the years. Other coalitions and agencies around the state are still modeling the SCSCP for the efforts we do.

MAC, Antoinette Bonvillain

A. Bonvillain announced that she's now the new Bayou Region MAC coordinator in replacement of Beryl LeBoeuf. They're circulating motorcycle safety stickers to inform the public to be aware of motorcycles on the road. They meet the 4th Monday every month and go to different areas to pass out brochures and commodities. They're reaching out to the parents and children.

MADD, Josephine Rodrigue

J. Rodrigue announced that MADD started a chapter in the Bayou Region to serve the Lafourche and Terrebonne Parishes, and eventually include the other surrounding Parishes in the South Central. They have been involved in the child seat check events in Wal-Mart East Houma and Sears in Southland Mall. This Saturday, they'll be at the Civic Center to participate in Troop C's safety fair. They're also promoting the Power of Parents Facilitators Training. They're willing to do a presentation at neighborhood watches, school orientations, parent-teachers meetings, etc. They're inviting the agencies to the MADD Christmas Tree Lighting Memorial Service at Troop C Headquarters in Houma which is held in memory of all victims killed by drunk drivers. This is the first service held in the South as it's always been done in Baton Rouge. She asked for everyone's help in getting the word out that MADD exists to campaign against drunk driving. **Meanwhile, Capt. Naquin announced that M/T Bryan Zeringue retired from LSP Troop C. Sgt. Matt Trahan is now their Acting PIO. Zeringue now works with Weatherford International but would still get involved in our safety efforts.**

13. Safety Concerns to Refer to LADOTD

G. Hood encouraged all to fill out the DOTD yellow forms if they have safety concerns to bring up. R. Capone referred all to Tab #13 to see an update on the safety concerns brought up in the previous meetings. In regards to the one on Grand Caillou Road and Jean Ellen Avenue, a full report was submitted by LADOTD. L. LeBlanc said that bottom line was that the intersection is very congested and Jean Ellen is off set. Some safety improvements will still be implemented though. Discussion ensued.

14. Other Business

R. Capone asked the members to vote for a date for the Traffic Safety Summit 2012. She said she's made initial arrangement with Houma Terrebonne Civic Center to do the event there. After short discussion, everyone agreed. **A motion to hold the summit on September 27, 2012 is made by C. Poche, seconded by E. Geason. Motion carried.**

15. Next Meeting and Adjournment

G. Hood announced that the next **Partnership Meeting is on February 16, 2012 at 9:30 a.m.** A motion to adjourn the meeting at 11:12 a.m. was made by C. Poche, seconded by E. Geason. Motion carried.

These minutes were approved on the succeeding meeting held on February 16, 2012.

