

Emergency Meeting
Of the
Assumption Parish Police Jury

Wednesday, March 17, 2020
6:00 O'clock p.m.

1. The Emergency Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Jeffery Naquin in the Assumption Parish Police Jury Chambers located at 4813 Highway 1, Napoleonville, Louisiana.
2. Police Jurors recorded as present were: Mr. Ron Alcorn, Ward 1; Mr. Jeff Naquin, Ward 2; Mr. Irving Comeaux, Ward 3; Mr. Michael Dias, Ward 5; Mr. Chris Carter, Ward 6; Mr. Leroy Blanchard, Ward 7; Mr. Jamie Ponville, Ward 8; Mr. Myron Matherne, Ward 9. Police Juror recorded as absent was: Mr. Patrick Johnson, Ward 4.
3. President Jeff Naquin led the Prayer and Police Juror Chris Carter led the Pledge of Allegiance to the Flag.
4. President Jeff Naquin stated that the purpose of the emergency meeting is to discuss the situation that is going on with the COVID – 19 and the changes that are occurring daily. He stated that the Parish will follow the State orders and try to flatten the curve and keep the public informed. He then recognized the OHSEP Director to review what he has received from the Governor over the last few days. In response, the OHSEP Director stated that the President recommended not more than 50 but as of now the Governor stated 10. In response, he stated the guidelines for bars and restaurants. The OHSEP Director stated that St. James has the infrastructure and the IP Service that allows employees to work from home. He stated that our Parish doesn't have IP Service or infrastructure to do that. In response, he stated that he wanted to make the Jury aware because he contacted the Library and they are supposed to be shutting down all branches on tomorrow. He stated that the Council on Aging is restricting and making provisions to continue to operate but they are making changes as they go. He stated that he is keeping in contact with the different Parish agencies so that we can respond to any questions that will be posed to his office. He then stated that emails were sent out and some provisions were made. He stated that the thermometer has been used in the Administrative office as well as the OEP Department and more thermometers are on order for each office. In response to Mr. Johnson, the OHSEP Director stated that we are in a public health emergency and not in an OSHA standard/regulation and do understand that emergency measures are needed. He then stated that there may be a possibility for a curfew of 10 p.m. – 5 a.m. which is left up to the Sheriff. He then stated that he contacted a representative for the Sheriff but no response has been received but he thinks they will check with the other parishes. He added that it is within the Executive Order that the parish is allowed to do a curfew if necessary. Police Juror Chris Carter stated that he would like for all supervisors to stress to the employees if they have anything as a common cold to stay home and to wash their hands frequently. The OHSEP Director stated that the normal stuff (visiting, face to face communication, etc.) that used to take place has come to telephone, email and text. A brief discussion was then held regarding supplies for the offices as well as who is sanitizing the offices. In response, the OHSEP Director stated that each individual employee has their own computer and no one else has to utilize it. Police Juror Patrick Johnson stated that this is good but has each supervisor or even the Jury should come up with a plan that can be followed and adhered to by the employees. The OHSEP Director stated that they locked their doors and the employee is meeting the public downstairs. He added that the Assessor's Office is doing the same and the Clerk's Office is meeting the public outside their door. As this should get worse, more strenuous circumstance will be devised. A brief discussion was held regarding the need for hand sanitizer. The OHSEP Director proceeded to update the Jury from the conference calls with the State. He stated that the State is setting priority for PPE, hand sanitizer, etc. which is going to medical. He stated that the questions came up about jails, fire departments, etc. and being put in a matrix if they can get supplies to be passed on to the local level. President Jeff Naquin stated that the biggest plus is that the public doesn't have access to our facility. In response, the Secretary-Treasurer stated that most of the public is needing access to the permitting office. Following a brief discussion, Police Juror Patrick Johnson asked who is facilitating the janitorial duties and is there anything in writing. In response, the Secretary-Treasurer stated that she will handle this matter. Police Juror Leroy Blanchard mentioned that the fire department policy is that they will pick and choose the medical calls. He stated that if someone has the symptoms of this illness Acadian will handle the call they will not go. He then asked how did the Jury feel about

that so that an across the board policy can apply to all departments that are responding. He further stated that there are a lot of volunteers that would be putting themselves at risk and may not have the equipment needed to protect themselves. In response, Police Juror Chris Carter stated that the volunteers can't be forced to respond if they feel uncomfortable. Police Juror Patrick Johnson stated that as a volunteer, they must be mindful as to what they say they will do or not do because they have pledged to protect and aid. He stated that they may not have direct contact but in case of an emergency their precedence is to survey the scene and protect everyone else. In response, Police Juror Chris Carter stated that if they respond, they have a role but if they don't then there's nothing they can do. President Jeff Naquin stated that the 911 dispatch call will ask several questions and depending on the response received will determine who will be called to the scene. Police Juror Leroy Blanchard stated that the Sheriff's Office dispatches them to every call because they don't want the fire departments to pick and chose which call to respond to. The OHSEP Director stated that he has seen some conversations and they are screening because there are differences between each fire department. Police Juror Leroy Blanchard stated that he thinks the Police Jury needs to decide for the departments what they are going to respond to and the screening. The response responsibility shouldn't be on the individual fire department it should come through the screening process. In response, Police Juror Chris Carter stated that this should not be the responsibility of the Police Jury. In response, Juror Blanchard stated that there is no one to step in to say how this should be handled. He stated that he thinks that the Police Jury should take a stance and say they will determine what the protocols for the fire departments are. He stated that Pierre Part wants to respond to everything, Bayou departments want to go to life threatening calls only and Bayou L'Ourse wants to do anything or just not say. He then stated that for coronavirus they need the sheriff's office to inform their dispatch how to respond in this situation. A brief discussion was then held regarding the protocol for dispatching fire departments and Acadian to symptoms of corona, etc. In response, the OHSEP Director stated that there are three categories: police, fire or medical and Acadian gets all the calls that are medical assistance needed and others are dispatched if needed. He then stated that Acadian is responsible for medical. Following a brief discussion, the Jury agreed that this is a conversation that should be held with Sheriff Falcon and authorized the President to contact him. In response, the OHSEP Director stated that the COA has made some adjustments regarding social distancing. In response, the Special Programs Director explained how and what her office were doing with the distribution and said they needed gloves. President Jeff Naquin requested that she contact the Jurors if she needs assistance with man power. The Special Programs Director also informed the Jury that she received a call from Louisiana Entergy Corporation stating they were not going to disconnect anyone at this time. She stated that she was not sure about the water company at this time.

The OHSEP Director stated that he had a conference call with the school Superintendent and the ADA regarding some matters being discussed at the School Board meeting. He informed the Jury that he will be attending the meeting to answer questions regarding the executive order. President Jeff Naquin recognized the Grants Coordinator who stated they don't have hand sanitizer but they have disinfectant, gloves, garbage bags, paper towels, etc. She stated that she will get an inventory of what's on hand and will pass it on if needed. She informed the Jury that she had to cancel two (2) wedding receptions and spoke with the renters. She stated that she also spoke with upcoming renters as well. She added that the Parish will need to post something on the website so she reviewed what should be posted: All Police Jury Offices are closed to public, contact numbers will be posted on front door of buildings, if immediate assistance is needed, call the office for the appropriate party, all employee e-mail address are listed on the website, several services are available on the website, permitting office will assist at the entrance door, etc. The OHSEP Director initiated a discussion regarding the recreation parks. Following the discussion, they requested that the Grants Coordinator also add that all parish parks are closed. A discussion was then held regarding the R&B employees social distancing when arriving to work, lunch, etc. Following the discussion, suggestions were made to allow the Supervisor to have the employees stagger their arrival time. In response, the Parish Manager stated that he has no large drainage projects on the books therefore, the guys can practice social distancing with the current projects. A brief discussion was held regarding future plans for the parish as well as employees not wanting to come to work. In response, the OHSEP Director stated that in other areas there are drive thru testing therefore, the numbers are going to drive quickly because of more testing. He stated that people need to be aware that in order to be tested, the person will need a script from a doctor. There will be a location in Baton Rouge and two (2) in New Orleans. He added that there is discussion about a site coming to Houma but not confirmed. After stating information regarding testing, he stated that the Parish may be asked to host a site. He stated that we have the drive

through facility but then the question would be do we have medical personnel to do it. President Jeff Naquin stated that if the Parish receives the call that we have a presumptive case what then. In response, the OHSEP Director stated that this will create anxiety, ramp up the amount of calls with questions, ramp up cases for the Sheriff's Office, etc. which comes with anxiety. President Jeff Naquin requested that the media post include that all facts regarding the parish will be posted by the Parish, don't believe rumors. A brief discussion was held regarding LDH and CDC being the updated sites to visit with accurate information.

5. President Jeff Naquin stated that no public was in attendance.
6. President Jeff Naquin recognized Police Juror Leroy Blanchard, who stated that he is looking for a way that the public can access the meetings without actually attending. Whether a live streaming on the website that people can ask questions or make comments in real time. Following a brief discussion regarding other entities that live stream, Juror Blanchard stated that the best way for the Chambers to be empty for the meetings, the better off the Jury will be health wise for the next 60-90 days. A discussion was then held regarding pros and cons of live streaming the meetings. In response, the OHSEP Director stated that the current internet connection is so slow that there is no way video live streaming can be done. A brief discussion was then held regarding the number of people that can attend the meeting, checking temperatures and social distancing. The OHSEP Director also informed the Jury of how they uploaded the sinkhole meeting to youtube for public viewing.
7. President Jeff Naquin recognized Police Juror Patrick Johnson, who stated that Pat Gordon, Waste Management, stated that their drivers are taking precaution as well.
8. President Jeff Naquin recognized Police Juror Jamie Ponville, who requested an update from the Parish Manager regarding how he will handle the arrival time for the employees. In response, he stated that he will have 3 employees arriving every ten (10) minutes beginning at 6:40 a.m.
9. President Jeff Naquin stated that for the next agenda try to keep the matters simple if it's not an emergency. A brief discussion was held regarding the Parish Face Book page and the followers. The Grants Coordinator stated that information is posted when necessary. Police Juror Patrick Johnson stated that he wanted to make sure information is also being put in the Official Journal due to some seniors that don't follow social media. A brief discussion was held regarding the elderly getting all their information from the daily news channels. The Grants Coordinator stated that the Parish should vamp up their web page.
10. Police Juror Patrick Johnson offered a motion, seconded by Mr. Chris Carter, "THAT, there being no further business to come before the Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Jeffery Naquin
President