

**MEMORANDUM OF UNDERSTANDING BETWEEN
DEPARTMENT OF SOCIAL SERVICES
OFFICE OF THE SECRETARY
AND
*LOUISIANA STATE POLICE***

This Memorandum of Understanding (MOU) is entered into by the Department of Social Services (DSS), Office of the Secretary (DSS/OS) and the Louisiana State Police.

I. Background

This MOU facilitates the working relationship between the aforementioned departments during times of emergency activation.

II. Liaison Officials

Louisiana Department of Social Services:

The primary point of contact that shall function as the lead liaison for all implementation of services described in this Memorandum of Understanding (MOU) agreement is as follows:

Name: Joshua Gill

Address: 627 North 4th Street, Baton Rouge, Louisiana 70802

Telephone: 225-342-4961 (office) 225-456-4343 (cell)

Email: jgill@dss.state.la.us

Louisiana State Police:

The primary point of contact who shall serve as lead liaison regarding implementation of services described in this Memorandum of Understanding (MOU) agreement is as follows:

Name: Nicole Kilgore

Address: 7919 Independence Blvd., Baton Rouge, LA 70806

Telephone: 225-925-7765

Email: Nicole.kilgore@dps.la.gov

The above individuals shall serve as the contact for the following functions: fiscal and budgetary decisions, programmatic decisions, daily program operation, service delivery operations, and program monitoring.

III. Purpose

To describe the supporting role the Louisiana State Police plays in support of the Department of Social Services in ESF-6 coordination and the delivery of Mass Care, Housing and Human Services during state assisted emergencies, as prescribed in the state ESF-6 plan.

IV. Statement of Work

A. LOUISIANA STATE POLICE

1. PREPAREDNESS

The Louisiana State Police will:

- Provide **Security** as appropriate at each MSNS, TMOSA, CTNS and FMS.

- Provide **Escort** as appropriate for caravan DSS Region 1 staff to Monroe and Shreveport to stand up, manage and operate CTNS.
- Provide **Escort** as appropriate for van caravan of DSS employees from Baton Rouge to Region 1 (Jefferson and Orleans Parishes) to man the FMS, and remain until shift duties conclude.
- Provide **Escort** as appropriate for van caravan of DSS employees from Region 1 TTP to site in Baton Rouge upon completion of evacuation.
- Provide **Escort** as appropriate with designated evacuation buses to state line and coordinate with out-of-state law enforcement to annex the transport operations of evacuees upon reaching capacity at in-state CTNS.

2. RESPONSE

The Louisiana State Police will:

- Provide escort services to the large capacity sheltering facilities (CTNS), which are established for the purpose of meeting the needs of citizens who are not able to evacuate via their own transportation. If Evacuation is mandated, The Alario Center and the Joe Yenni Building in Jefferson Parish and the Union Passenger Terminal in Orleans Parish will serve as a parish pick up point from which citizens will be transported.
- Provide security for passenger processing at locations pre-arranged by the local jurisdiction, and bus escorts are to be pre arranged by ESF-1, however DSS is requesting assistance of State Police in assuring the safety and safe transport of personnel assigned to these areas.

3. RECOVERY

The Louisiana State Police will:

- Provide security at shelters and provide bus escorts during the re-entry process. In the event a disaster or threat has passed and damage is assessed to have been minimal, evacuees will be allowed to return to their homes. Out-processing of evacuees will be tracked upon exit from the shelter and evacuees will board buses via ESF-1 and return to their initial point of origin as areas are cleared for re-entry.

B. DEPARTMENT OF SOCIAL SERVICES

1. PREPAREDNESS

The Department of Social Services will:

- Identify escort points of origin and destinations.
- Identify shelter locations for security needs.
- Establish shelter locations and transfer transportation point for victims of natural and/or technological disasters for mass care, housing and human services.

2. RESPONSE

The Department of Social Services will:

- Request identified security and escort personnel to assist in evacuation and shelter operation functions for ESF-6, as needed.
- Implement plan to support ESF-6 operations.
- Assign and execute tasks in support of ESF-6.

3. RECOVERY

The Department of Social Services will:

- Coordinate after-action assessments as required.

V. Confidentiality Statement

DSS/OS and [Louisiana State Police](#) shall abide by the Federal and State laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (LA. R.S. 46:56). DSS/OMF and Louisiana State Police will further abide by all Federal and State laws and regulations as relative to data sharing of pertinent information for performance accountability and program evaluation purposes.

Approved:

Louisiana Department of Social Services

Louisiana State Police

Kristy Nichols
Secretary, Department of Social Services

Col. Mike Edmonson
Superintendent, Louisiana State Police

CTNS Shelter	Capacity	Address
Former Outlet Mall -Billeting Only-	1,500	7288 Greenwood Rd Shreveport, Louisiana
Former Wal-Mart	1,500	2030 East Madison St Bastrop, Louisiana 71220
Former Sam's Club "Jewella Shelter"	2,000	8810 Jewella Ave Shreveport, Louisiana 71109
Accent Building - Former State Farm (2009 Lease Pending)	1,700	22 State Farm Drive Monroe, Louisiana
New State Shelter	1,500	8125 Hwy 71 South Alexandria, Louisiana 71302
Westpark Building	2,000	7455 Atkinson Dr. Shreveport, Louisiana 71129

Non-State Run CTNS Shelters	Capacity	Address
Riverview Theatre	500	600 Clyde Fant Pkwy Shreveport, Louisiana 71101
CenturyTel Center	1,300	2000 CenturyTel Center Drive Bossier City, Louisiana 71112
Hirsch Coliseum (Potential not for use after September 30th)	1,600	3701 Hudson Street Shreveport, Louisiana 71109

MSN Shelters	Capacity	Address
Bossier Civic Center	90	620 Benton Road Bossier City, Louisiana 71111
Heymann Center	160	1373 College Drive Lafayette, Louisiana 70503
LSU/P-Mac	300	North Stadium Drive LSU Campus Baton Rouge, Louisiana 70803
Nicholls State University	200	200 Ardoyne Road Thibodaux, Louisiana 70301
Southeastern University	200	Kinesiology Building 400 Tennessee Avenue Hammond, Louisiana 70402
University of LA @ Monroe	150	Ewing Coliseum 4201 Bon Aire & NE Drive Monroe, Louisiana 71209
New State Shelter	400	8125 Hwy 71 South Alexandria, Louisiana 71302

Federal Medical Stations	Capacity	Address
LSU Fieldhouse	500	LSU Campus Cypress Drive Baton Rouge, Louisiana 70803
Riverfront Convention Center	300	707 Main Street Alexandria, Louisiana 71301
Grambling State University	200	Intramural Sports Center 100 Central Street Grambling Louisiana 71245

Sex Offender Shelter	Capacity	Address
David Wade Correctional Center	120	David Wade Correctional Center 670 Bell Rd. Homer, Louisiana 71040