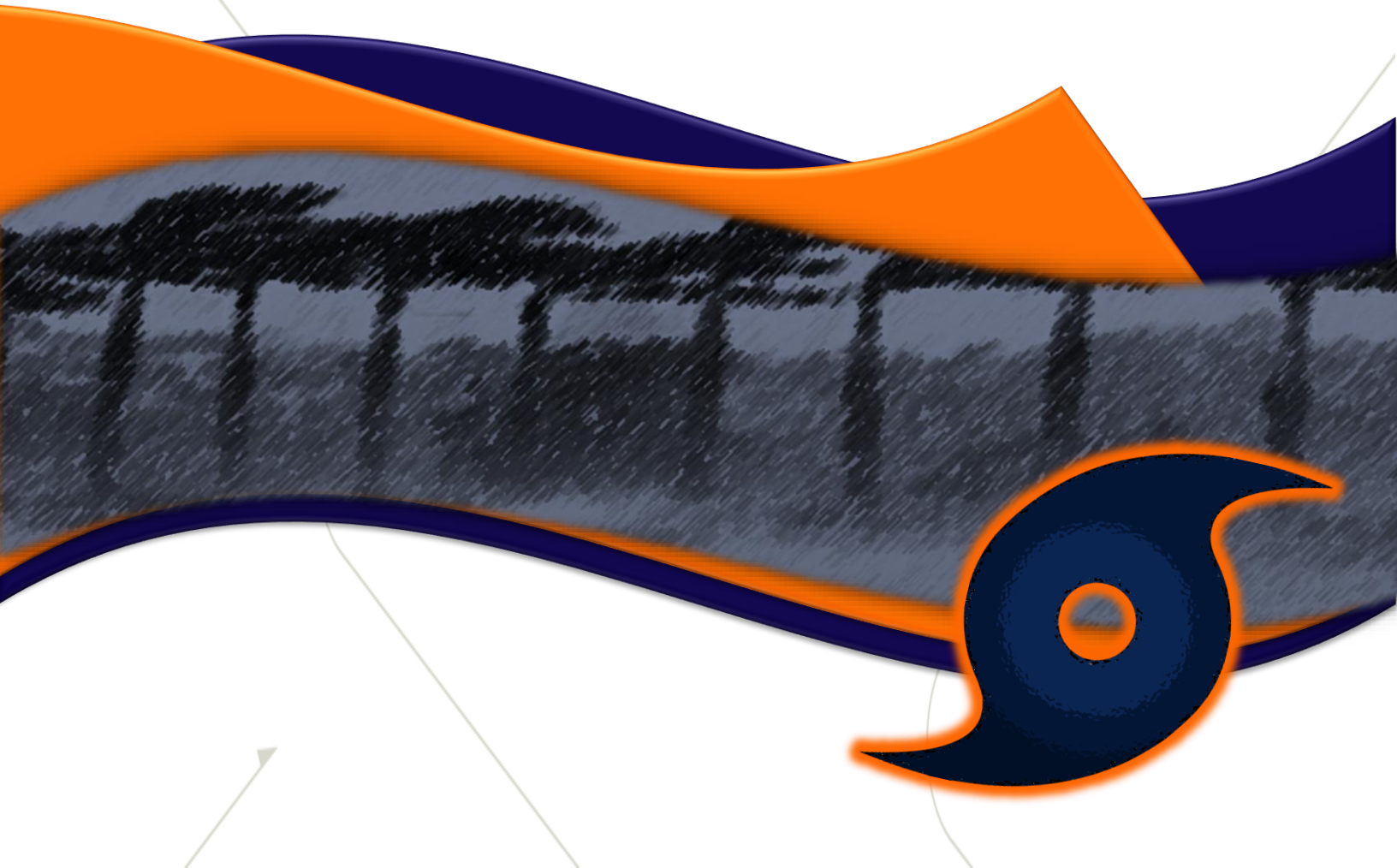




**PORT OF
LAKE CHARLES** EST. 1926

**Hurricane Preparation,
Response and Recovery Plan**

▶ **Effective June 1, 2026**



LAKE CHARLES HARBOR AND TERMINAL DISTRICT

HURRICANE PLAN JUNE 1, 2026

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Lake Charles Harbor and Terminal District HURRICANE PLAN

OVERVIEW

The location of the Lake Charles Harbor and Terminal District (Port of Lake Charles, Louisiana), near the Gulf of Mexico, subjects the Port to hurricanes, flooding and tornadoes. Hurricanes, typically occur June through November and pose severe threats to port facilities. The Port and its tenants must prepare and respond appropriately. The intent of this Hurricane Plan is to establish basic procedures and assign annual planning and action responsibilities for securing Port facilities prior to an emergency and for assessment of damage and restoration of normal operations. This plan may also serve as a recovery guide in the wake of other natural disasters or emergencies. The specific execution of the plan will be at the discretion of the Executive Director given the circumstances of the natural disaster or emergency impacting the Port.

READINESS

The Port of Lake Charles will maintain normal readiness status throughout the hurricane season (June through November) unless the readiness condition is elevated.

When a storm enters the Gulf, each Director will review his/her readiness responsibilities to insure the Port is ready to face the storm.

1. **The normal readiness condition will generally consist of:** Preparing to secure Port facilities including continually monitoring housekeeping of staff and tenants to minimize missile hazards of unsecured equipment, items and gear “adrift.”
2. Monitoring weather forecasts and storm development.
3. Preparing for personnel protection and reasonable comfort during the emergency and undertaking resumption of Port activity after a disaster.
4. Preparing to assess the extent of damage.
5. Preparing to make immediate repairs to restore basic utilities for the Port and its tenants and to restore operations.
6. Preparing to document insurance claims and requirements for necessary rehabilitation of damaged facilities.
7. Planning through outreach efforts to prepare for the hurricane season, respond to specific threats, recover promptly, and to continue Port organization in an emergency.

In order to accomplish these goals, certain specific actions are assigned to Port staff as follows:

Executive Director

1. Review emergency funding powers.
2. Ensure staff reviews and has appropriately updated the current plan. Amend the plan as may be necessary.
3. Encourage development of updated checklists and equipment inspection lists to supplement this plan as may be necessary.
4. Cause representation at annual community pre-hurricane season planning meetings and encourage attendance of Port tenants and labor providers.
5. Keep in contact with local Office of Emergency Preparedness.
6. Notify all Port tenants in writing of the start of the hurricane season and cause inspections of facilities and review of plans to secure Port facilities and to minimize damage.
7. Plan to enable evacuations as necessary and as recommended by local authorities.
8. Ensure arrangements for remotely managing Port reconstitution efforts.

Director of Administration and Finance

1. Maintain and safeguard a complete video file of all Port owned or leased facilities ensuring that it is updated annually prior to June 1.
2. With support of the General Counsel review liaison with federal, state and local agencies to determine the extent of planning and post-disaster assistance available.
3. Conduct an annual review of Port insurance adequacy.
4. Ensure alternate email servers or systems are ready if necessary to ensure email continuity if the primary server is expected to become storm affected.
5. Plan to back up data and email systems and to maintain those systems as long as possible through storm onslaught.
6. Provide re-entry ID or use the security ID card system to identify critical employees to authorize necessary travel and to negotiate curfews. Re-entry ID should be consistent with the requirements of the State's re-entry plan promulgated by the State Police.
7. Update phone lists including known cell phones for all employees. Establish lists of essential staff, release and recall priorities. Provide hurricane related updates via the Port's text message system and encourage all staff to routinely monitor available information.
8. Re-supply food and water to support critical staff, typically HPD, (the number and expected duration of their isolated stay to be determined at the time) that is expected to weather the storm. Order military-style meals ready to eat (MREs) and other non-perishable food, including breakfast, and medical supplies as needed.
9. Fill, seal and store potable water in safe areas (at least 148 gallons).

Director of Navigation

1. Ensure that a thorough review of the Hurricane Plan is made at least annually and that a critique is conducted subsequent to each storm event impacting the District.
2. Plan to reserve mooring space for certain vessels taking refuge at District-operated facilities to make immediately available the pilot boats and harbor tugs.
3. Encourage the Lake Charles Pilots and/or the CRWHSC Navigation & Infrastructure Subcommittee to provide the USCG with a listing of minimally essential aids to navigation for preplanning recovery efforts.
4. Arrange for a NOAA survey boat to be immediately available after the storm passes in order to begin work on clearing the channel.

Director of Engineering, Maintenance & Development

1. Inventory, service and test all equipment.
2. Test all generators (and auto transfer switch) at all critical offices, buildings and infrastructure (fuel & water).
3. Conduct necessary safety and operational training.
4. Ensure tenants and employees control the presence of “adrift” materials throughout Port properties.
5. Confirm availability of emergency power.
6. Inspect and repair, as necessary, all tie-down gear for Port equipment.
7. Ensure all conveyor covers are secure.
8. Pre-arranging contracts for conducting storm damage surveys.
9. Ensure arrangements for contractors to be available for emergency services on a contingency basis.
10. Ensure arrangements for debris and remediation contractor to be available for emergency services on a contingency basis.
11. Ensure arrangements for consultants to perform post storm side scan sonar and bathymetry surveys.
12. Confirm inventory of cross ties and rail road ballast onsite and order additional as necessary to ensure sufficient supply for hurricane repairs.
13. Plan to pre-stage emergency equipment and four-wheel drive vehicles away from impact area. Ensure key availability and control.
14. Maintain gasoline, propane and diesel fuel levels in vehicles and storage tanks at or greater than 50% during hurricane season.
15. Establish employee work priorities by revising duty lists as may be necessary.
16. Identify and maintain lists of communication contacts for essential personnel, including Port staff, labor leadership and tenants, who would be expected to be present during hurricane onslaught.

Director of Operations

1. Establish employee work priorities by revising duty lists as may be necessary.
2. Identify and maintain lists of communication contacts for essential personnel including selected Port staff, labor leadership, and tenants.
3. Ensure that operations-essential emergency communications equipment is checked and maintained in a ready condition.
4. Review mutual-support plans and plan coordination with Port Rail, customers, stevedores, and tenants.
5. Provide necessary support for personnel responsible for maintaining District–operated properties reasonably free of missile hazards.
6. Check supplies of materials/equipment necessary to perform all planned tasks.
7. Work with the Director of Navigation to reserve mooring space for certain vessels taking refuge at District-operated facilities to make pilot boats and harbor tugs immediately available with no vessels moored outboard of those essential vessels and to moor similar vessels together with lighter vessels moored outboard.
8. Maintain a running up-to-date cargo and rail car inventory, insuring a hard copy of the inventory can be made at any time. The inventory should identify the supplier, cargo, quantity and location.

Safety and Security Manager

1. Ensure the Harbor Police force maintains satellite phone service and emergency radio communications equipment for use of the Harbor Police force and all critical staff. Establish radio frequencies for sharing security, operations and intelligence information at all staffed District properties.
2. Ensure that Harbor Police has access to keys in the maintenance office and maintains and safeguards current sets of keys to all locked spaces within District premises.
3. Ensure that all appropriate personnel have training in the use of defibrillators.
4. Ensure sufficient copies of Emergency Berth Applications are at the ready.
5. Inventory emergency supplies located in the Command & Control Center (CCC).

USCG Port Condition 4 (WHISKEY)

Set when tropical storm force winds are expected within 72 hours

Executive Director

1. Ensure notification of all port tenants, customers, labor and District personnel that a Hurricane Watch is in effect.
2. Call a meeting of senior staff and critical entities to review the status of Hurricane Readiness preparations and Hurricane Watch assignments.
3. Notify evacuating employees, customers and associates of contact methods and requirements.
4. Insure reentry authorizations are issued by the Director of Administration.

Director of Navigation

1. Monitor anticipated vessel arrivals and sailings to ensure compliance with any established Calcasieu River Waterway Harbor Safety Committee policies and procedures. If feasible, vessels should complete cargo operations and be encouraged to sail at least 60 hours before the storm event is expected to impact the port area.
2. Monitor, post, and share weather forecasts and projected storm track projections.
3. Notify agents and pilots that vessels with Estimated Times of Arrival (ETA) of less than 72 hours prior to predict tropical storm force winds should not attempt entry without special arrangements.
4. Notify all vessels and agents and request vessel plans of action.
5. Coordinate with the Lake Charles Pilots, Inc. and U.S. Coast Guard to set a scheduled deadline for feasible vessel sailings.
6. Arrange with owners or agents to have all barges, tugs and small craft removed to a safe haven. Furnish those remaining at Port terminals guidance applicable to occupying berths during heavy weather. (Appendix D)
7. In cooperation with the US Coast Guard, cause relocation of vessels moored in the upper reaches (in Lake Charles, the lake itself) which could threaten the I-10 and railroad bridges.
8. Discourage large vessels from seeking refuge above the railroad bridge.
9. Consider restricting the channel to outbound traffic.
10. Maintain liaison with US Army Corps of Engineers, US Coast Guard and other storm response teams through conference calls.
11. Reserve Berth 9 as safe harbor for first response vessels.

Director of Engineering, Maintenance and Development

1. Inspect all areas of the Port.
2. Assure effective compliance with elevated conditions of preparedness
3. Report non-compliance to appropriate staff to initiate corrective action.
4. Fill all District vehicles with fuel and top off all bulk fuel tanks.
5. Fill all elevated water tanks and isolate Water Tower #2.
6. Secure and adequately sandbag the inside of doors at sheds and warehouses where needed to protect cargo.
7. Raise and secure roll-up doors on empty warehouses and transit sheds.

Director of Operations

1. Communicate with tenants and stevedores to assure they are in compliance with the Port's Hurricane Plan.

Safety and Security Manager

1. Draft schedule and notify security/police personnel staying on-site during hurricane event and in recovery phase after passing of hurricane.
2. Assign duties to security/police personnel for Safe Harbor Operations.

USCG Port Condition 3 (X-RAY)

Set when tropical storm force winds are expected within 48 hours

Executive Director

1. Ensure notification of all Port tenants, users, and all Port employees by most expeditious means that a hurricane warning is in effect and that cargo handling operations should cease when directed.
2. Cause inspections of all areas and make final preparations for hurricane force winds.
3. Evacuate selected Port personnel when and as appropriate.

Director of Administration and Finance

1. Take appropriate measures to protect all District records and equipment.
2. At the discretion of the Executive Director, arrange for controlled access to emergency funds, including arrangements for using a remote financial institution.

*Note: With a projected landfall of a hurricane, personnel may be ordered by the Executive Director to evacuate.

Director of Navigation

1. Prohibit vessels from taking refuge in the Industrial Canal turning basin.
2. Maintain liaison with US Army Corps of Engineers, US Coast Guard and other storm response teams through conference calls.

Director of Engineering, Maintenance and Development

1. Restrict water system availabilities to emergency use only.
2. Secure Power in the warehouses and other unoccupied buildings.
3. Set water hours – 0800 to 1000; 1300 to 1400 and 1700 to 1800.
4. Restrict “hot work” when water is turned off.
5. Place all emergency tools and equipment in trucks and move to secure areas as agreed to in the hurricane preparation meeting(s).
6. Move the remainder of the District’s over-the-road equipment to a safe haven as decided by senior staff depending on the track of the oncoming storm.
7. Manager to inspect gantries, cranes, and like equipment tie-downs to ensure fully secure per required procedures.

Director of Operations

1. Require cargo protection.
2. Insure roll-up doors on empty warehouses and transit sheds are raised.
3. Ensure stevedores relocate or secure all loose unanchored gear and equipment to a safe area.
4. As conditions permit, obtain emergency Berth Applications from vessels seeking shelter on Port premises (copy of application in Appendix D).
5. Implement measures to cover cargo susceptible to damage.
6. Place all emergency tools and equipment in trucks and move to secure areas as agreed to in the hurricane preparation meeting(s).
7. Move the remainder of the District's over-the-road equipment to a safe haven as decided by senior staff depending on the track of the oncoming storm.
8. Cooperate with tenants and furnish them with latest emergency information.
9. Lash and secure all gantries, cranes, conveyor belts and like equipment. Reference BoosNavare issued tie-down procedures for SL3, SL4, and Hopper.
10. Inspect all cranes, conveyors and like equipment have been properly secured.

Safety and Security Manager

1. Ensure availability of communication with local Office of Emergency Preparedness authorities.
2. Establish a roving HPD fire watch during water restrictions.

USCG Port Condition 2 (YANKEE)

Set when tropical storm force winds are expected within 24 hours

The Calcasieu Ship Channel may be closed at this time.

Executive Director

1. Consider calling for a meeting of senior staff and critical entities to review the status of Hurricane Readiness and Watch preparations and Hurricane Warning assignments.

Director of Navigation

1. Keep vessels advised of developments and monitor security measures taken by vessels assigned berthing space.
2. Ensure that each vessel remaining at Port facilities is satisfactorily secured and crewed.
3. Maintain liaison with US Army Corps of Engineers, US Coast Guard and other storm response teams through conference calls.

Director of Engineering, Maintenance and Development

1. Complete storm preparations or evacuate as conditions dictate.
2. Continue water hours as long as possible then secure the water system.
3. Coordinate activities with Director of Operations.
4. Place derail at City Docks Entrance.
5. Place derail at BT1 Entrance.
6. Raise derail at Industrial Park East.
7. Raise all derails at 14 miles track.
8. Take all Port owned railroads out of service until post hurricane inspection is complete and tracks are clear.
9. Have high rail truck available and moved to secure offsite location.
10. Position a backhoe at BT1.

Director of Operations

1. Examine areas for remaining potential missile hazards.
2. Make any necessary changes to rosters of Emergency Response Teams.
3. Consider releasing railcars to Union Pacific or repositioning railcars.
4. Coordinate activities with Director of Engineering.

Safety and Security Manager

1. Ensure continued security of District-operated terminals until weather conditions dictate sheltering security force personnel, and then secure all gates.

USCG Port Condition 1 (ZULU)

Set when tropical storm force winds are expected within 12 hours

Calcasieu Ship Channel will be closed when this condition is set.

All Directors/Safety and Security Manager

1. Monitor situation.
2. Ensure the safety of all personnel. Require periodic reports from staff that may need to temporarily leave designated areas of refuge.
3. Maintain intra-staff communications via phone, text or email.
4. HPD to monitor mooring lines as water rises.

Director of Navigation

1. Maintain liaison with US Army Corps of Engineers, US Coast Guard and other storm response teams through conference calls.

RECOVERY

(After Onslaught)

After the hurricane passes, the Executive Director, Senior Staff, tenants, and others who may be present will assemble at the District's Administration Offices, via teleconference or at a predetermined alternate staffing reconstitution site to assess damage and initiate action to restore operations.

Priority 1 – Actions taken immediately after the storm and normally completed in 1 to 2 days.

Priority 2 – Actions normally completed to 5 to 10 days.

Priority 3 – Actions completed when conditions permit.

Executive Director

Priority 1

1. Reestablish contact with appropriate governmental authorities to seek assistance for reactivating Port operations.
2. Assess damages to terminals, vessels and cargo.

Priority 2

1. Consider emergency declaration to expedite the recovery process.

Priority 3

1. Staff the Administrative office.
2. Express appreciation for extraordinary or especially effective services rendered during and subsequent to the storm.

General Counsel

Priority 2

1. Assist the Director of Administration and Finance to ensure availability of records archives.
2. Assist the Executive Director with Emergency Declaration and notifications.

Director of Administration and Finance

Priority 1

1. Upon the lifting of the mandatory evacuation, ensure availability of post damage-condition photography and video.
2. Ensure restoration of email and internet service ASAP.
3. Establish cost records of all emergency expenses.
4. Continue notifying employees of the status of the Port with possible return and reopen timeframes.
5. Upon the lifting of the mandatory evacuation, notify employees of the time to return to work.
6. Notify Insurance of storm event and need for insurance adjuster.

Priority 2

1. Establish alternate staffing operations as necessary, taking advantage of the Caddo Bossier Port's offer to house computer servers.

POCs are:

Rick Nance

Dir of Engineering & Planning
Office: (318) 524-5221
Cell: (318) 426-0877
Email: ricken@portcb.com

Tyler Comeaux

Dir of Operations
Office: (318) 524-2276
Cell: (318) 256-3485
Email: tylerc@portcb.com

Kathy French

Dir of Marketing & Sales
Office: (318) 524-2256
Cell: (318) 677-9564
Email: kathyf@portcb.com

2. Physical/mailing address is:

6000 Doug Attaway Blvd.
Shreveport, Louisiana 71115
Main office: (318) 524-2272 (answered between 8 and 5 Monday – Friday)
Website: <http://www.portcb.com/>
Email: Port@portcb.com
Register FEMA claims by calling (800) 621-3362

Priority 3

1. Within 10 days of the lifting of the mandatory evacuation, restore the Administrative office to operation.

Director of Navigation

Priority 1

1. Assume Harbormaster control by taking up residence at the Command Center or Administration Building.
2. Arrange for temporary MARAD-sponsored shipboard housing for labor crews and administrative staff if other local housing and office space has been decimated or seriously damaged.
3. Maintain communications with the Lake Charles Pilot Association and entities conducting navigation-related surveys including USN, USCG, USACE and NOAA. Participating in conference calls may be the most efficient method for maintaining necessary frequent communication.
4. Maintain liaison with US Army Corps of Engineers, US Coast Guard and other storm response teams through conference calls.

Priority 2

1. Attempt to rapidly acquire results of channel and moorings surveys to expedite pilots' decisions regarding resumption of commercial navigation.
2. Ensure phased resumption of navigation ASAP.

Director of Engineering, Maintenance, and Development

Priority 1

1. Assign a damage assessment team for generating reports of damage and recommendation of priorities for buildings, ship loaders and unloaders.
2. Supervise Damage Assessment Teams.
3. Have side scan sonar and bathymetry surveys performed at all LCHTD facilities, including, but not limited to, the Industrial Canal, BT1, City Docks, and BT4 based on priority coordinated with Director of Operations
4. Engage post storm contractor to begin debris clean up and temporary building repairs.
5. Coordinate with Insurance adjuster to begin damage assessments.
6. Notify FEMA compliance consultants to begin emergency contract.

Priority 2

1. Initiate repairs to water and electrical system.
2. Ensure berths and warehouses are ready for operations, subject to the availability of water for fire protection and power.
3. Perform motor alignment and safety inspections of equipment at BT1

4. Coordinate salvage crane and diver to remove debris from ship berths.

Priority 3

1. Engage contractors to assist with repairs.

Director of Operations

Priority 1

1. Assemble recovery crews, including pre-planned labor reconstitution team, and equipment. Commence securing and weather proofing cargo.
2. Assist tenants as conditions and resources permit.
3. Stay updated on ship schedule to ensure priorities for clearing Port berths.

Priority 2

1. Ensure berths' and warehouses' operation.

Safety and Security Manager

Priority 1

1. Reestablish contact with the local Offices of Emergency Preparedness.
2. Ensure security for District-operated properties. Restore operation of the Harbor Management & Security System.
3. Restrict access to District facilities as may be appropriate.
4. Amplify security measures as necessary to prevent vandalism and theft.
5. Monitor mooring lines as water rises.
6. Perform preliminary assessment of all facilities.

EMERGENCY CONTACT INFORMATION

Main Switchboard.....	(337) 439-3661
Harbor Police	(337) 493-3554
HPD Lieutenant Mobile	(337) 802-3597
Harbor Police Emergency	(337) 436-3144
Harbormaster	(337) 912-9817
Emergency	911

Essential Personnel:

Andrew Gauthier (Crowley Marine)	Ethan Gaynard	Michelle Knott (Crowley Marine)
Alex Holman	Gerald (Chris) Fraiser	Mike Elliott
Anthony Pete	Gloria Ramirez	Nathaniel Leachman (Crowley Marine)
Asa (Dalton) Otis	Hector Rivera	Nick Pestello
Bernadette Keys	Jacob Dubois	Nicolas Benoit
Blake Thompson	James (Brad) Thomas	Noah Schreiber (Crowley Marine)
Brian Cain (Crowley Marine)	James Deculus	Ray McDaniel
Bryon Nation	James Padilla	Regan Brown
Cameron Landry	Jamie Standiferd	Richert (Ricky) Self
Carla Thibodeaux	Jaron Petite	Ricky Bastian (Crowley Marine)
Casey LeJeune	Jason Fontenot	Ron Citizen
Charles Harris	Jo Ellen Elliott	Samuel Holland
Charles Maynor	Johnathan Manuel	Scottie Lyons
Charles Solly	Jonathan (Jon) Ringo	Shawn Guillory
Chassity Carter	Johnnie Kirkland (Crowley Marine)	Tabatha Payne
Chuck Martin (IFG)	Justin O'Neal	Terrance January
Clark Hayes	Kelly Bouley	Terrance Petite
Crystal Cormier	Kelly Furby	Therrance Chretien
Cutter Fosson	Kenneth Webb	Tiffany Fournet
Daniel Crews	Kris Kelly	Tim Lucas (Crowley Marine)
Darrel Koonce (Crowley Marine)	Lauren Langner	Timothy Atkins
Derek Schierloh	Lisa Talbot	Ulice John
Donald Singleton	Michael McGovern (Crowley Marine)	Wesley Sonnier
Donald Verrette	Michael Perry	William (Todd) Henderson
Donny Cranfill (Crowley Marine)	Michael Witherspoon	William Pileggi
Erik Spengler		

Evacuating port employees who cannot return for work when ordered to return shall make every effort to report their status and intentions by any available means. Staff shall also make every effort to monitor information which might be available through radio and television broadcasts and on websites maintained by the American Association of Ports Authorities (AAPA), Ports Association of Louisiana (PAL), and Port of Lake Charles.

Telecopy (fax):

Executive Offices (337) 493-3523
Traffic (337) 493-3529
Bulk Terminal # 1 (337) 493-3574

VHF Marine Radio:

Harbor Police Channel 16

During the onslaught of a hurricane, on-duty security force personnel will remain in contact with local emergency responders by monitoring the Lake Charles Mutual Aid Radio network (800 megahertz).

Other liaisons include:

American Red Cross (337) 478-5122
..... (866) GET-INFO
..... (866) 438-4636
Calcasieu Parish Office of Emergency Preparedness (337) 721-3800
Calcasieu Parish Sheriff's Department (337) 491-3600
Lake Charles Fire Department (337) 491-1360
Lake Charles Pilots (337) 436-0372
Lake Charles Police Department (337) 491-1456
Louisiana Emergency Preparedness (225) 925-7500
Louisiana State Police (Lake Charles – Troop D) (337) 491-2511
..... (888) 225-5577
Louisiana State Police (Baton Rouge – Troop A) (225) 754-8500
..... (800) 969-2059
The Volunteer Center SWLA 211
..... (337) 439-6109
..... (866) 310-4636
US Coast Guard (337) 491-7800
"Hotlines" for consumer complaints about price gouging: (800) 351-4889

Power:

BECI (337) 463 6221
Toll Free (800) 367 0275
Moss Bluff (337) 855 6684
Website www.beci.org
CLECO (800) 622-6537
Website www.cleco.com
DEMCO (225) 261-1221
Toll Free (844) MY-DEMCO
..... (844) 693-3626
Website www.demco.org
Entergy (800) ENTERGY
..... (800) 368-3749
Power outages (800) 9OUTAGE
..... (800) 968-8243
Website www.entergy.com
JDEC (337) 824-4330
Power outages (800) 256-5332

Website.....	www.jdec.org
SLEMCO	(337) 896-5384
Power outages.....	(888) 2SLEMCO
.....	(888) 275-3626
Website.....	www.slemco.com
State:	
Louisiana Attorney General	
Hurricane Hotline.....	(800) 351-4889
Baton Rouge.....	(225) 326-6079
Website.....	www.ag.state.la.us
Louisiana Department of Environmental Quality	
Toll Free.....	(866) 896-LDEQ (5337)
Baton Rouge.....	(225) 219-LDEQ (5337)
Website.....	www.deq.louisiana.gov
Louisiana Department of Health and Hospitals	
Baton Rouge.....	(225) 342-9500
Website.....	http://www.dhh.louisiana.gov/
Louisiana Department of Insurance	
Toll Free.....	(800) 259-5300
Toll Free.....	(800) 259-5301
Baton Rouge.....	(225) 342-5900
Website.....	www.lidi.la.gov
Louisiana Department of Labor	
Baton Rouge.....	(225) 342-3111
Website.....	www.laworks.net
Louisiana Department of Natural Resources	
Baton Rouge.....	(225) 342-0510
Website.....	www.dnr.louisiana.gov
Louisiana Department of Social Services	
Toll Free.....	(888) LAHELPU
Or.....	(888) 524-3578
Website.....	www.dss.state.la.us
Louisiana Department of Transportation	
Toll Free.....	(877) 4LA-DOTD
Or.....	(877) 452-3683
Baton Rouge.....	(225) 379-1232
Advisories.....	www.511la.org/#:Alerts
Website.....	www.sp.dotd.state.la.gov
Louisiana Department of Wildlife & Fisheries	
Toll Free.....	(800) 256-2749
Baton Rouge.....	(225) 765-2800
Website.....	www.wlf.louisiana.gov
Louisiana Governor's Office	
Toll Free.....	(844) 860-1413
Baton Rouge.....	(225) 342-7015
Website.....	www.gov.state.la.us

Louisiana Office of Homeland Security and Preparedness	
Toll Free.....	(800) 256-7036
Baton Rouge.....	(225) 925-7500
Website.....	https://gohsep.la.gov/
Louisiana Office of Tourism	
Toll Free.....	(800) 677-4082
Baton Rouge.....	(225) 635-0090
Website.....	www.louisianatravel.com
Louisiana State Police	
Troop A , Baton Rouge.....	(225) 754-8500
Toll Free.....	(800) 969-2059
Troop B , Kenner.....	(504) 471-2775
Toll Free.....	(800) 964-8076
Troop C , Gray.....	(985) 857-3680
Toll Free.....	(800) 659-5907
Troop D , Lake Charles.....	(337) 491-2511
Toll Free.....	(888) 225-5577
Troop E , Alexandria.....	(318) 487-5911
Toll Free.....	(800) 256-4160
Troop F , Monroe.....	(318) 345-0000
Toll Free.....	(866) 292-8320
Troop G , Bossier City.....	(318) 741-7411
Toll Free.....	(866) 853-6580
Troop I , Lafayette.....	(337) 262-5880
Toll Free.....	(888) 768-8746
Troop L , Mandeville.....	(985) 893-6250
Toll Free.....	(888) 339-8659
Toll Free Road Closure Hotline.....	(800) 469-4828
Traffic Information.....	511
Mobile (from any cell phone).....	*LSP (*577)
Website.....	www.lsp.org
Louisiana State University Hurricane Center	
Baton Rouge.....	(225) 578-1919
National Weather Service Forecast Office	
New Orleans/Baton Rouge.....	(504) 522-7330
Or.....	(985) 649-0357
Website.....	www.weather.gov
Federal:	
US Coast Guard	
MSU Lake Charles CDO (Command Duty Officer).....	(337) 912-0073
MSU Port Arthur.....	(409) 723-6500
8th District Command Center.....	(504) 589-6225
Sector New Orleans COOP – Case I Scenario.....	(504) 846-6160
National Response Center.....	(800) 424-8802
Website.....	www.uscg.mil

Parish OHSEP Contacts: ([website](#))

Parish	Director	Website	Voice	Sheriff
Acadia	Kaitlyn Sonnier acadiahsep@appj.org	http://www.appj.org/	(337) 783-4357	(337) 788-8700
Allen	Chris Oakes coakes@allenparishso.com	http://allenparishso.org/	(337) 639-3091	(337) 639-4353
Ascension	Rachael Wilkinson Rachael.Wilkinson@apgov.us	http://ascensionparish.net/	(225) 621-8360	(225) 621-8300
Assumption	Paul LeBlanc paulleblanc@assumptionla.com	http://www.assumptionla.com/153/Office-of-Emergency-Preparedness	(985) 369-7386	(985) 369-7281
Avoyelles	Joey Frank aohsep@avoypj.org		(318) 240-9160	(318) 253-4000
Beauregard	Scott Greenmun bpo434@yahoo.com	http://beauparish.org/	(337) 460-5447	(337) 462-2400
Bienville	Rodney Warren rwarren@bienvilleparish.org	http://bienvilleparish.org/	(318) 263-2019	(318) 263-2215
Bossier	Ian Snellgrove isnellgrove@bohsep.org	http://www.bossierparishla.gov/index.aspx	(318) 425-5352	(318) 965-2203
Caddo	Tony LeBlanc tony.leblanc@caddosheriff.org	http://caddosheriff.org/	(318) 517-0384	(318) 675-2170
Calcasieu	Jared Maze jmaze@calcasieu.gov	http://cppj.net/	(337) 721-3818	(337)-491-3700
Caldwell	Jerry Bailey homelandsecurity@caldwellppj.org		(318) 331-1713	(318) 649-2345
Cameron	Danny Lavergne oep@cameronpj.org	https://cameronpj.org/	(337) 775-7048	(337)-775-5111
Catahoula	Scott Bean ohsep@catahoulappj.org		(318) 744-5697	(318) 744-5411
Claiborne	Dennis Butcher claiborne.oep@claiborneparish.org	http://claiborneparish.org/	(318) 927-9118	(318) 927-2011
Concordia	Tim Vanier oep@conppj.org	http://www.conppj.org/	318-414-1768	(318) 336-5231
DeSoto	Scott Atkins satkins@dpsso.org	http://www.dpsso.org/	(318) 947-7933	(318) 872-3956
East Baton Rouge	Clay Rives crives@brgov.com	https://www.brla.gov/412/Mayors-Office-of-Homeland-Sec-Emergency-	(225) 389-2100	(225) 389-5000
East Carroll	Trevor Jackson ecpjoep@bayou.com		(318) 418-2767	(318) 559-2800
East Feliciana	Darryl Buhler OHSEPDIRECTOR@efparish.org		(225) 719-2759	(225) 683-8572
Evangeline	Liz Hill vangy911@epcd911.org		(337) 363-3267	(337) 363-2161
Franklin	David Rigdon davidrigdon@franklinsheriff.net		(318) 435-4505	(318) 435-4505
Grant	Susan Alford alford@grantso.org	http://www.grantso.org/	(318) 627-3261	(318) 627-3261
Iberia	Brandon Miguez bmiguez@iberiagov.net	http://iberiaparishgovernment.com/	(337) 369-4427	(337) 369-3714
Iberville	Clint Moore cmoore@ibervilleparish.com	http://ibervilleparish.com/	(225) 687-5140	(225) 687-5100
Jackson	Brent D. Barnett bbarnett@jacksonparishsheriff.com	http://www.jacksonparishsheriff.com/	(318) 259-9021	(318) 259-9021

Parish	Director	Website	Voice	Sheriff
Jefferson	Steven Quaintance steven.quaintance@jeffparish	http://jeffparish.net/	(504) 349-5360	(504) 363-5500
Jefferson Davis	Marcus Peterson jeffdavisparishoep60@gmail.com	http://www.jeffdavis.org/	(337) 246-5588	(337) 824-3850
Lafayette	Chad Sonnier cpsonnier@LafayetteLA.gov	http://lafayetteohsep.org/	(337) 280-1238	(337) 232-9211
Lafourche	Chris Boudreaux BoudreauxCL@lafourchegov.org	http://lafourchegov.org/	(985) 537-7603	(985) 532-2808
LaSalle	Dana Chapman dchapman@lasalleso.com		(318) 992-0673	(318) 992-2151
Lincoln	Kip Franklin kfranklin@lincolnparish.org		(318) 251-6454	(318) 251-5111
Livingston	Chris Anderson Lohsep2@lpgov.com	http://www.livingstonparishla.gov/	(225) 686-3066	(225) 686-2241
Madison	Ed Atcheson edatcheson@madisonso.com		(318) 574-1833	(318) 574-1831
Morehouse	James Mardis jmardis@mpso.net	http://mpso.net/	(318) 239-8062	(318) 281-4141
Natchitoches	Mary Jones mjones@npsheiff.net	http://npsheiff.org/	(318) 238-7720	(318) 357-7802
Orleans	Darrick Hesson darrick.hesson@nola.gov	http://www.nola.gov/ready/	(504) 512-7579	(504) 822-8000
Ouachita	Rodger McConnell rodger.mccconnell@ohsep.net	http://oppi.org/	(318) 322-2641	(318) 329-1200
Plaquemines	Patrick Harvey pharvey@ppgov.net	http://plaqueminesparish.com/	(504) 297-2477	(504) 564-2525
Pointe Coupee	MG (R) Stephen Dabadie sdabadie@pcparish.org	http://www.pcpso.org/	(225) 638-9556	(225) 638-5400
Rapides	Angie Branton abranton@rapides911.org	http://rppi.com/	(318) 545-3810	(318) 473-6700
Red River	Shane Hubbard redriver.ohsep@gmail.com	http://redriverready.com/	(318) 932-8502	(318) 932-4221
Richland	Dawn Williams dwilliams@richlandso.org		(318) 728-2063	(318) 728-2071
Sabine	Scott Gowen spoep@cp-tel.net	http://sabineparishpolicejury.com/	(318) 256-2675	(318) 256-9241
St. Bernard	John Rahaim jrahaim@sbgp.net	http://www.sbgp.net/	(504) 278-4268	(504) 271-2501
St. Charles	Jason Tastet jtastet@stcharlesgov.net	http://stcharlesparish-la.gov/	(985) 783-5050	(985) 783-6237
St. Helena	Roderick Matthews matthews@sthelenaparish.la.gov	http://sthelenaparish.la.gov/	(225) 222-3544	(225) 222-4413
St. James	Eric Deroche eric.deroche@stjamesla.com	http://www.stjamesla.com/	(225) 562-2346	(225) 562-2200
St. John the Baptist	Travis Perrilloux Travis.Perrilloux@stjohn-la.gov	http://www.sjparish.com/	(985) 652-2222	(985) 652-9513
St. Landry	Van Reed vreed@slpgov.net	http://stlandryparish.org/	(337) 351-2467	(337) 948-6516
St. Martin	Terry Guidry teguidry@stmartinsheriff.org	http://www.stmartinohsep.net/	(337) 394-2812	(337) 394-3071
St. Mary	Jimmy Broussard jbroussard@stmaryparishla.gov	http://stmaryohsep.org/	(337) 828-4100 x139	(337) 828-1960

Parish	Director	Website	Voice	Sheriff
St. Tammany	Clint Ory oe@stpgov.org	http://stpgov.org/	(985) 898-2359	(985) 809-8200
Tangipahoa	Dawson Primes dawson.primes@tangipahoa.org	http://www.tangisafe.com/	(985) 748-3211	(985) 345-6150
Tensas	Kiley Sanders kiley@tensasoe.org		(318) 557-8983	(318) 766-3499
Terrebonne	Earl J. Eues eeues@tpcg.org	http://tpcg.org/	(985) 873-6357	(985) 876-2500
Union	Matt Ford Matt.ford@UPPJ.org	https://upohsep.net/	(318) 265-8819	(318) 368-3124
Vermilion	Homer Stelly ohsep_director@vppj.org	http://vppj.org/	(337) 898-4308	(337) 898-4409
Vernon	Kenneth Moore kmoore@vernonso.org	http://vernonso.org/	(337) 238-0815	(337) 238-1311
Washington	Barbara Jo Breland bjbreland@wpgov.org	http://www.washingtonparishalerts.org/	(985) 839-0434	(985) 839-3434
Webster	Brian Williams Webster.ohsep@gmail.com	http://www.websterparishla.org/index.html	(318) 371-1128	(318) 377-1515
West Baton Rouge	Deano Moran deano.moran@wbr council.org	http://wbr council.org/	(225) 346-1577	(225) 343-9234
West Carroll	Tommy Robinson wcoepdirector@gmail.com		(318) 376-4783	(318) 428-2331
West Feliciana	Brian Spillman bspillman@wfpso.org	http://www.wfpso.org/	(225) 784-3136	(225) 635-3241
Winn	Cindy Tilton winnohsep@winnparish.org	http://winnparish.org/	(318) 628-0037	(318) 628-4611

****FOR EMERGENCIES, CALL 911 IN ALL AREAS****

****FOR NON-EMERGENCY INFORMATION AND REFERRALS, CALL 211****

For additional resources, updates, and real-time data see the NOAA website:

<https://www.noaa.gov/>

The site provides direct linkage to local, state, and federal information as it pertains to severe weather preparation and monitoring across the Gulf of Mexico coastal region.

American Red Cross	
Lake Charles.....	(337) 478-5122
.....	https://www.redcross.org/
Environmental Protection Agency.....	www.epa.gov
Federal Emergency Management Agency (FEMA).....	1-800-621-FEMA (3362)
.....	www.fema.org
National Oceanic and Atmospheric Administration (NOAA)	www.noaa.gov
NOAA Office for Coastal Management	https://coast.noaa.gov/
NOAA National Centers for Environmental Information.....	www.ncei.noaa.gov/
NOAA National Data Buoy Center	www.ndbc.noaa.gov
NOAA National Environmental Satellite, Data, and Information	www.nesdis.noaa.gov
NOAA National Hurricane Center.....	www.nhc.noaa.gov
NOAA National Weather Service	https://www.weather.gov/
NOAA National Gridded Forecast.....	https://www.nhc.noaa.gov/marine/grids.php
US Department of Homeland Security	www.dhs.gov

APPENDIX A

Common Hurricane Terminology

Tropical Disturbance – Organized thunderstorm activity in the tropics or subtropics not associated with a front maintaining its identity for 24 hours or more.

Tropical Depression – A tropical low-pressure system in which the maximum sustained wind is 33 knots (38 mph) or less.

Tropical Storm – A tropical low-pressure system in which the maximum sustained wind is between 34 and 63 knots (39 to 73 mph).

Tropical Storm Watch – Issued when a tropical storm or forecast of tropical storm conditions poses a threat to coastal areas within 36 hours. A tropical storm watch will be issued if the system is forecast to attain hurricane strength.

Tropical Storm Warning – Issued when tropical storm conditions with sustained wind speeds of 39 to 73 mph are expected in coastal areas within 24 hours.

Hurricane Watch – Issued for a coastal area when there is a threat of hurricane conditions within 24 to 36 hours.

Hurricane Warnings – Issued when hurricane conditions are expected in a specified coastal area in 24 hours or less. Hurricane conditions include winds of 64 knots or higher (74 mph or higher), and/or dangerously high tides and waves. Action for protection of life and property should begin immediately when a warning is issued.

Hurricane Intensity – Hurricanes are ranked 1 to 5 based on the Saffir-Simpson scale of strength:

Category 1: Winds from 74 to 95 mph; storm surge 4-5 feet; minimal damage

Category 2: Winds from 96 to 110 mph; storm surge 6-8 feet; moderate damage

Category 3: Winds from 111 to 130 mph; storm surge 9-12 feet; extensive damage

Category 4: Winds from 131 to 155 mph; storm surge 13-18 feet; extreme damage

Category 5: Winds greater than 155 mph; storm surge more than 18 feet high, catastrophic damage

APPENDIX B

Personal and Community Preparedness

Before the Hurricane Season

- Know the hurricane risks in your area.
- Learn safe escape routes.
- Learn location of official shelters.
- Review needs and working condition of emergency equipment, such as flashlights, battery-powered radios, etc.
- Ensure that non-perishable food and water supplies are on-hand.
- Obtain and store materials, such as plywood, necessary to properly secure private property.
- Clear loose and clogged rain gutters and downspouts.
- Keep trees and shrubbery trimmed.
- Determine where to move your boat in an emergency.
- Review your insurance policy.

When in a Watch Area . . .

- Frequently listen to radio, TV, or NOAA Weather Radio for official bulletins of the storm's progress.
- Fuel and service family vehicles.
- Inspect and secure mobile home tie downs.
- Prepare to cover all window and door openings with shutters or other shielding materials.
- Check batteries and stock up on canned food, first aid supplies, drinking water, and medications.
- Prepare to bring inside lawn furniture and other loose, lightweight objects, such as garbage cans, garden tools, etc.
- Have on hand an extra supply of cash.
- Moor small craft or move to safe shelter.
- Wedge sliding glass doors to prevent them from lifting off tracks.
- If considering moving to a shelter, make other arrangements for pets.

When in a Warning Area . . .

- Closely monitor radio, TV, or NOAA Weather Radio for official bulletins.
- Complete preparation activities, such as putting up storm shutters, storing loose objects, etc.
- Follow instructions issued by local officials. Leave immediately if told to do so!
- If evacuating, leave early (if possible, in daylight). Stay with friends or relatives, at a low-rise inland hotel/motel, or go to a pre-designated public shelter outside a flood zone.
- Leave mobile homes in any case.
- Notify neighbors and a family member outside of the warned area of your evacuation plans.

- Put food and water out for a pet if you cannot take it with you. Public health regulations do not allow pets in public shelters, nor do most hotels/motels allow them.
- Board up garage and porch doors.
- Move valuables to upper floors.
- Use phone for emergencies only.
- Move boats on trailers close to house and fill boats with water to weight them down. Lash securely to trailer and use tie-downs to anchor trailer to ground or house.
- Stay indoors on the downwind side of house away from windows.

Plan to Evacuate if You . . .

- Live in a mobile home. They are unsafe in high winds, no matter how well fastened to the ground.
- Live on the coastline, an offshore island, or near a river or a flood plain.
- Live in a high-rise. Hurricane winds are stronger at higher elevations.

When Evacuating . . .

- Leave early, in daylight if possible.
- Take small valuables and papers but travel light.
- Take blankets or sleeping bags, flashlights, special foods and medication as required, infant needs and lightweight folding chairs.
- Leave food and water for pets.
- Lock up house.
- Drive carefully to nearest designated shelter, use recommended routes. Be mindful that the storm may have created unexpected dangers on the roadways, such as downed power lines and that medical assistance may not be available in case of an accident.
- Register every person arriving with you at the shelter.
- Be prepared to help shelter workers, if asked.

If Staying in a Home . . .

- Turn refrigerator to maximum cold and open only when necessary.
- Turn off utilities if told to do so by authorities.
- Turn off propane tanks.
- Unplug small appliances.
- Fill bathtub and large containers with water for sanitary purposes.
- Maintain 1 gallon of drinking water per person per day for the expected duration of the storm.

If Staying in a Home and Winds Become Strong . . .

- Stay away from windows and doors even if they are covered. Take refuge in a small interior room, closet, or hallway.
- Close all interior doors. Secure and brace external doors.
- If you are in a two-story house, go to an interior first-floor room, such as a bathroom or closet.
- If you are in a multiple-story building and away from the water, go to the first or second floors and take refuge in the halls or other interior rooms away from windows.
- Lie on the floor under a table or another sturdy object.

After the Storm

- Keep listening to radio, TV, or NOAA Weather Radio.
- Wait until an area is declared safe before entering.
- Roads may be closed for your protection. If you come upon a barricade or a flooded road, turn around and go another way!
- Avoid weakened bridges and washed out roads. Do not drive into flooded areas.
- Stay on firm ground. Moving water only 6 inches deep can sweep you off your feet. Standing water may be electrically charged from underground or downed power lines.
- Check gas, water, and electrical lines and appliances for damage.
- Do not drink or prepare food with tap water until you are certain it is not contaminated.
- Avoid using candles and other open flames indoors. Use a flashlight to inspect for damage.
- Use the telephone to report life-threatening emergencies only.
- Be especially cautious if using a chainsaw to cut fallen trees.

APPENDIX C

Louisiana Office of Homeland Security and Emergency Preparedness

Public Law 91-606 "The Disaster Relief Act of 1970" was superseded by the Stafford Act of 1988 which provides assistance for recovery needs of the Port in the wake of a natural disaster.

The Louisiana Office of Homeland Security and Emergency Preparedness will be contacted by the District to request assistance under the Stafford Act. This call to (225) 925-7500 can help in efforts to have the Parish declared a disaster area.

If the President of the United States declares disaster areas under the Act, and the District has sustained damage that would be covered under the Act, the District will prepare a report to the Louisiana Office of Homeland Security and Emergency Preparedness requesting assistance. The report should be sent to:

Louisiana Office of Homeland Security and Emergency Preparedness
7667 Independence Boulevard
Baton Rouge, Louisiana 70806

APPENDIX D

Emergency Berth Application and Assignment

To: Traffic Department
Lake Charles Harbor & Terminal District
P. O. Box 3753
Lake Charles, La 70602

Application #: _____
Berth: _____

We hereby apply for berth:

Name of Vessel: _____ Type: _____

Name of Line: _____

Nationality: _____ Address: _____

Agent/Owners: _____

24 Hour Phone: _____ Email: _____

Registered Ton Gross: _____ Length: _____

Insurance Co: _____ Amount of Insurance: _____

Arrival: _____ Sailing: _____

We do hereby agree to be responsible for and to pay any and all damages incurred by the Lake Charles Harbor & Terminal District as a result of our docking, shifting or sailing our vessel at the Port of Lake Charles.

Person in Charge: _____

Title: _____

VSO (if applicable): _____

Time Occupying Berth: (Hrs.) _____

It is understood and agreed that the Lake Charles Harbor & Terminal District will not be responsible for the safety of any vessel or its cargo, nor injury or damage thereto, nor to the employees of any vessel, their agents or assigns, nor to the property of any vessel or the property of its employees, agents or assigns regardless of cause or source thereof, while moored at district facilities.

Thus, in consideration of the Lake Charles Harbor & Terminal District granting the emergency berth application for berthing at the facilities of the district, the vessel and its owners and agents hereby agree that the Lake Charles Harbor & Terminal District shall not be liable to

the vessel, its owners, agents or charters in any way for any injury or damage to the vessel, its agents, assigns, employees or any portion of the vessel or its cargo. Specifically, it is acknowledged that vessels may be berthed side by side and that any resulting damages shall not be the responsibility of the district.

The applicant furthermore agrees to abide by all rules and regulations shown in Lake Charles Harbor & Terminal District Tariff No. 013 and all customs of the District, and the following rules:

1. Visitors are generally not permitted without approval of Harbor Police.
2. Persons appearing to be under the influence of alcoholic beverages or controlled substances will be subject to arrest.
3. The parking of private vehicles inside Port premises is not permitted.
4. "Hot-work" on vessels is prohibited.
5. Crew must remain with the vessel. Crew arrival and departure shall be arranged with Harbor Police approval (337-493-3551).
6. All directives of the Harbor Police must be obeyed.

Executive Director

Lake Charles Harbor & Terminal District
Port of Lake Charles
P.O. Box 3753
Lake Charles, LA

Signature of Vessel Owner/Agent

By

Print Name

Dated:

Address:

Berth Assigned: