

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, January 13, 2026

Mike Allemand, President, called the meeting **to order** at 6:30 p.m., in TARC's Administration Building, Conference Room #3.

Upon roll call, the Board of Directors recorded as present were: Mike Allemand, President, Tracy Schwab, Ronald Chaisson, Logan Aldridge, April Giles, Lindsay Ocker, and Larry Pete. A quorum was present. Those absent was: Donell Donaldson, Edward Rome and Richard Watkins. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Kristy Duplechain, Rodger Shelton, Tiffany Brunet and Danielle Domangue. April Giles led the group in **prayer** followed by the **pledge** by Lindsay Ocker.

**Approval of the Agenda**-Ronald Chaisson moved, seconded by Larry Pete, to approve the agenda. Motion carried.

Tracy Schwab moved, seconded by Lindsay Ocker, to accept the **resignation** of Edward Rome. Motion carried.

**Public to be heard**- There was no public to be heard.

Deanna Zeringue presented the **6/30/2025 Audited Financial Report** there were no material weaknesses or significant deficiencies reported.

Tracy Schwab moved, seconded by Ronald Chaisson, to accept the 6/30/2025 Audited Financial Report. Motion carried.

Mike Allemand presented the **Secretary's report of December 9, 2025**.

Tracy Schwab moved, seconded by Lindsay Ocker, to accept the Secretary's report of December 9, 2025. Motion carried.

Rodger Shelton presented updates to the **2025 Comprehensive Emergency Management Plan (CEMP)**, System Safety Program Plan (**SSPP**) and System Security Plan (**SSP**). These plans are required by LaDotd.

April Giles moved, seconded by Tracy Schwab to accept the updated January 6, 2026, CEMP, SSP and SSPP, annual certifications. Motion carried. Motion carried.

**Surplus:**

Mike Allemand presented a 2010 Freightliner Thomas bus for Surplus.

Tracy Schwab moved, seconded by Logan, to surplus the 2010 Freightliner Thomas Bus with a minimum reserve of \$500.00. Motion carried.

Mike Allemand presented a South Bend 6-burner gas stove for Surplus.

Tracy Schwab moved, seconded by Lindsay Ocker, to surplus the gas stove, with no reserve. Motion carried.

Mike Allemand presented three Maytag washing machines, one Frigidaire refrigerator and one Amana gas dryer, to dispose of.

Logan Aldridge moved, seconded by Tracy Schwab, to dispose of the three Maytag washing machines, a Frigidaire refrigerator and Amana gas dryer. Motion carried.

Tiffany Brunet introduced a **Certificate of Substantial Complete** for the Houma Grown Renovations.

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Logan Aldridge moved to accept the following resolution:

**A RESOLUTION  
OF THE BOARD OF DIRECTORS  
OF  
TERREBONNE ARC**

**STATE OF LOUISIANA  
PARISH OF TERREBONNE**

On the 13<sup>th</sup> day of January 2026 at a meeting of the Board of Directors of the Terrebonne ARC, a corporation, located in the City of Houma, Terrebonne Parish, Louisiana with a quorum of Directors present, the following business was conducted:

It was duly moved and seconded that the following resolution be adopted:

BE IT RESOLVED that the Board of Directors of the above corporation do hereby authorize Mary L. Bisland, Executive Director to accept and execute the Certificate of Substantial Completion for work performed by Sage Construction, LLC. for the Houma Grown Project No. 2301 and to execute said documents on behalf of the above corporation. The above resolution was passed with a majority of those present and voting in accordance with the By-laws and Articles of Incorporation.

Whereas, the work performed under the contract has been inspected by representatives of Terrebonne ARC, Architect, and Contractor and found to be substantially complete and

Whereas, the Architect for this project Gros Flores Positerry, LLC. recommends the acceptance of the substantial completion.

The above resolution was passed by a majority of those present and voting in accordance with the by-laws and articles of incorporation.

I certify that the above and foregoing constitutes a true and correct copy of a part of the minutes of a meeting of the Board of Directors of Terrebonne ARC, held on the 13<sup>th</sup> day of January 2026.

**SECRETARY'S CERTIFICATE**

I certify that the above and foregoing resolution was duly adopted at a meeting of the Board of Directors of Terrebonne ARC held at the company's office at Houma, Louisiana, on the 13<sup>th</sup> day of January, 2026, pursuant to proper notice and call.

WITNESS MY HAND in Houma, Louisiana, this 13<sup>th</sup> day of January 2026.

Donell Donaldson, Secretary, ATTEST: Mike Allemand, President

Roll Call Vote: Mike Allemand-yes, Tracy Schwab-yes, Ronald Chaisson-yes, Logan Aldridge-yes, April Giles-yes, Lindsay Ocker-yes, and Larry Pete-yes. The roll call vote was unanimous.

Danielle Domangue presented the 2025 **Employee Satisfaction Survey**, for review.

Mary L. Bisland presented the January 1, 2026 through December 31, 2028 **Operational Strategic Plan**.

April Giles moved, seconded by Logan Aldridge, to accept the Terrebonne ARC Strategic initiative for the three-year cycle beginning January 1, 2026 to December 31, 2028, as corrected. Motion carried.

Danielle Domangue presented **Policy #II-01, Recruiting, Hiring and Retaining Staff**, for revision.

April Giles moved, seconded by Lindsay Ocker, to accept the revisions to Policy #II-01, Recruiting, Hiring and Retaining Staff, with changes to letter D., as presented. Motion carried.

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**President's Report**-The Board of Directors attendance was reviewed.

**Executive Director/Director Reports**-The Department Director reports were presented for review.

Tracy Schwab moved, seconded by Logan Aldridge, to accept the **Finance Committee Report** of January 13, 2026. Motion carried.


Lindsay Ocker presented the **TARC Advocate Report** of January 13, 2026.


Tracy Schwab moved, seconded by Apri Giles, to accept the TARC Advocate Report of January 13, 2026. Motion carried.

April Giles moved, seconded by Lindsay Ocker, to **adjourn**. Motion carried. The meeting adjourned at 7:25 p.m.

Respectfully Submitted,

  
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Donell Donaldson, Secretary

  
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Patricia Chauvin, Custodian of TARC records  
Meeting tapes will be kept on file for six (6) years

  
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Approved: Mike Allemand, President