

Local Emergency Planning Committee
BY-LAWS – Adopted January 11, 2017

Article I: Organization

The Local Emergency Planning Committee (“LEPC”) has been created by the New Mexico State Emergency Planning Commission (SERC) pursuant to the Emergency Planning and Community Right-to-Know Act (“EPCRA”), 42 U.S.C. § 11001 *et seq.*

Article II: Membership

The LEPC shall add or remove members at its discretion subject to the approval of the SERC. From time to time as membership changes, a current roster of members will be forwarded to the SERC for its approval.

Membership on the LEPC is open to any person with an interest in the business of the LEPC. Subject to modification by a majority vote of the members, LEPC members should live or work in or have substantial connection to the LEPC’s planning district. The LEPC shall make efforts to attract representative members from all of the groups that are listed in EPCRA.

Article III: Activities

The LEPC is organized to perform the functions of a local emergency planning committee as outlined in EPCRA and Section 112 of the Clean Air Act. The LEPC shall adopt a regular schedule of meetings and shall keep written minutes of these meetings. The LEPC may participate in other organizations involved in hazardous materials and emergency planning and response, as seems appropriate.

Article IV: Officers

The LEPC shall have a chair as a minimum and may have a vice-chair, secretary, treasurer, subcommittee chairs, and such other officers as the LEPC membership shall determine are useful. Term of elected officers shall be two (2) years. If an Executive Committee member is elected during mid-term due to a vacancy, the term shall be the remainder of the term of the vacated member. If needed, election of officers may occur at any time upon appropriate motion by any member.

Article V: Voting

A quorum shall be five members. Action, including the election of officers, shall be by majority vote of the members present.

Article VI: Finances

The LEPC may apply for grant funding as it deems appropriate. The LEPC may also solicit and accept contributions to be used for LEPC purposes. The chair shall arrange for and maintain a bank account and such other arrangements as are necessary for the application, collection and disbursement of funds.

Article VII: Amendment of By-Laws

These By-Laws may be amended by majority vote of the members present following a minimum of 30 days’ notice and circulation of the proposed amendments to the members of the LEPC.