



**SANDOVAL COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
Meeting Minutes**



**July 12, 2017  
11:00 AM**

**Village Pizza, Corrales, New Mexico**

**I. CALL TO ORDER**

Meeting was called to order at 11:11 AM. Meeting was held at the Village Pizza in Corrales, NM.

**Attendance**

Jess Lewis, SRMC EM  
Jerry Lazzari, SCFD  
Jennifer Ickes, PNS & Abq/Bern LEPC  
LT. Allen Mills, SCSO  
Dennis O'Mara, CEWG  
Chief Felix Nunez, Jemez Springs PD  
Chief Josh Schraeder, Santo Domingo

Dave Bervin, SCFD EM  
Randi Roth, Rio Rancho AEM  
SFC Jeremy Jackson, NMNG CST  
SGT. Victor Rodriguez, SCSO  
LT. Brandon Henderson, NMSP  
Dir. Tanya Lattin, Corrales FD  
Joshua Skeen, Red Cross

Introductions were conducted.

Minutes reviewed and approved, motion made by Dennis O'Mara and seconded by Jennifer Ickes and carried via unanimous voice vote.

Agenda reviewed and approved with changes, motion made by Dave Bervin and seconded by Jeremy Jackson and carried via unanimous voice vote.

**II. OLD BUSINESS**

- a. Discussion / Comment on the Sandoval County Emergency Management Website

Dave Bervin briefed on the activity with the Emergency Management Website. The website is updated on a regular basis. All LEPC documents such as notices, agendas, and minutes can be found on the website.

Jess Lewis reviewed the website and thought it was operational and well organized.



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There were no other comments about the website.

Still need to add the Community Emergency Response Team (CERT) stuff from the City of Rio Rancho.

### **III. NEW BUSINESS**

#### **a. Review of HAZMAT Annexes / EOPs**

- 1) Dave Bervin gave a basically overview of what we are trying to do with the Sandoval County Emergency Operations Plan (EOP) Annex – A Hazardous Materials Annex. Dave asked Dennis O'Mara to give a brief overview on some of the areas identified in the Annex for improvement.

The following are some of the areas Dennis identified:

- The LEPC as a whole should review Annex – A, and should be reviewed on an annual basis.
- Reference public notification; Dennis O'Mara said Code Red was not mentioned in Annex A as a way to notify community members of emergency situations in their area and that therefore, Code Red should be added to the list of options for this purpose.
- There should be other approaches to notify the public other than CodeRED.
- Joshua Skeen from the Red Cross mention the Emergency AM radio Band and certain frequencies approved for use during emergency situations to disseminate information to the public.
- Jess Lewis advised additional notification systems/methods are subject to additional funding.
- There need to be more specifics on who is responsible and for what when notifying the public. A specific procedure should be outline.
- The public should be notified after any chemical release.
- Lt. Allen Mills advised there will be a page on the Sandoval County Website showing running events / incidents. There may be a way to put the chemical release information on the website to include press releases.
- There were no references to toxins in the air, water, etc.
- Jennifer Ickes advised the releases are reported to the State Emergency Response Commission (SERC).





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#### **IV. SUB-COMMITTEES / REPORTS**

##### **Hazard Analysis: Dave Bervin**

The Hazard Analysis Sub-Committee is responsible for reporting out on Tier II information, any studies, and hazardous situations / incidents.

Dave Bervin discussed Tier II reporting. The state has taken on Tier II entry for the state and we will be able to get the information from the state.

##### **Public Health: Mike Rose**

The Public Health Sub-Committee is responsible for any public health related information being provided to the LEPC.

Mike Rose was unable to make the meeting but provided some information to disseminate to the LEPC.

- The new Cities Readiness Initiative (CRI) year has started.
- The CDC Site visit will be next week.
- There are Program updates going on internal Bureau of Health Emergency Management (BHEM).
- NMDOH will be playing in the New Mexico National Guard (NMNG) Exercise Vigilant Guard.

##### **Emergency Communications: Mike Scales and Dennis O'Mara**

The Emergency Communications Sub-Committee is responsible providing updates on emergency communications and emergency public information.

Mike Scales was unable to attend the meeting.

- Dennis O'Mara brought up there was supposed to be a message that went out over the CodeRED about general preparedness and the new Sandoval County Preparedness Guide.
  - Dennis will work on the message that will go out over the CodeRED
- Dave Bervin advised they have been working on building communications network Sandoval County wide.



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**Training and Exercise:** Theresa Greeno

The Training and Exercise Sub-Committee is responsible to research any needed training for the LEPC and ensure training opportunities are provided to the group. Sandra Darling-Roberts from the American Red Cross (ARC) will provide information on shelter training opportunities.

Theresa Greeno was unable to attend the meeting.

- Dave Bervin advised Sandoval County will be participating in the NMNG Vigilant Guard Exercise.
- Randi Roth advised there will be a joint exercise between Intel, NMNG CST, and the City of Rio Rancho in late September 2017.
- Jess Lewis advised he will be requesting the Hospital Preparedness Course from Centers for Disaster Preparedness (CDP) out of Anniston, Alabama. They are looking at hosting the class at the UNM Westside

**V. OTHER ITEMS FOR DISCUSSION**

Susan Smolinske, Director, New Mexico Poison and Drug Information Center provide a brief presentation on the new mercury spill guidelines. The one (1) page guidelines will be sent out to the LEPC Membership. Susan also discussed the below information at the LEPC Meeting.

1. The poison center is willing to participate in any drills involving chemicals or biological agents
2. We have a new mercury spill guideline that addresses notification of required state and local agencies that respond to spills. This includes notification of the LEPC for the area. And LEPC is welcome to contact the poison center at 800-222-1222 to notify us of any spills.
3. The poison center has two faculty members who are AHLS certified instructors and we would be willing to provide training at cost (AHLS charges for the booklets and exams)





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Chief Felix Nunuz had two items for the LEPC Meeting.

1. Chief Nunuz wanted to thank all the agencies who participated in the Car Cruz on June 25, 2017 in Jemez Springs. There were 300 cars in attendance. The multi-agency operation identified a new motorcycle gang and multiple criminal activities to include pharmaceutical drug activity. There was one accident at the Soda Dam area and EMS handled. Mike Scales did a great job handling communications between all involved agencies; all agencies could communicate with each other.
2. Chief Nunuz provided comments on the Cajete Fire; there were some communications issues about the fire. There was information disseminated out through the media that the fire was in the Village of Jemez Springs which was incorrect. This miss information caused a lot of confusion and also affected businesses in Jemez Springs. Chief Nunuz advised there was someone from the Forest Service who said they would keep him informed and they didn't. Information needs to be coordinated between all involved agencies. Dave Bervin advised if that ever happens again to contact him to bridge the gaps in information dissemination.

### **VI. ACTION ITEMS**

1. Add Community Emergency Response Team (CERT) information to Sandoval County Emergency Management Website.
2. Identify a location for the next LEPC Meeting on October 18.
3. Identify someone / entity to provide lunch.
4. Send out New Mexico Poison and Drug Information Center Mercury Spill Guidelines.

### **VII. NEXT MEETING**

- The next meeting will be October 18, 2017. The time will be from 11:00 AM to 1:00 PM and will incorporate a snack / light lunch into the meeting. Location to be determined.



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**VIII. ADJOURNMENT**

No other business was brought before the Committee. Tanya Lattin made a motion to adjourn, SGT Victor Rodriguez seconded and carried via unanimous voice vote. The meeting adjourned at 12:30 PM.

Respectfully Submitted by Jerry Lazzari, Secretary,

  
\_\_\_\_\_  
Jerry Lazzari, Secretary

10/11/17  
Date

  
\_\_\_\_\_  
Jess Lewis, Chairperson

10/11/17  
Date