

SERC MEETING
July 11, 2019
DHSEM

I. Call to Order, Introduction of Members

Cabinet Secretary Jacky Lindsey called the meeting to order at 9:03 a.m.

- Roll was called followed by introduction of members.
- Meeting was held at NMDHSEM

Michael	Wismer	Public	505-670-2902	wismer_7@q.com
Dr. Paul	Felsher	Los Alamos	505-500-7087	pfelsher@lanl.gov
Brian	Simeone	DHSEM/SERC Coordinator	NA	brian.simeone@state.nm.us
Leo	Jaramillo	Rio Arriba	505-620-0800	lvjaramillo@rio-arriba.org
Thomas	Harzewski	NMSP	505-660-5441	Thomas.Harzewski@state.nm.us
Julie	Jolly	DHSEM/SERC Coordinator	508-476-0617	henry.jolly@state.nm.us
Jackie	Lindsey	DHSEM/Cabinet Secretary	505-476-9611	Jackie.lindsey@state.nm.us
Wendy	Blackwell	Preparedness BC		Wendy.blackwell@state.nm.us
Ronald	Fitzherbert	Think CSE	575-496-6271	ron@thinkcse.org
Michelle	Desmond	NMED/Administrative Services Division Director	505-670-5085	Michelle.Desmond@state.nm.us
Candice	DuBois	DHSEM/ Administrative	505-476-0628	Candice.DuBois@state.nm.us

II. Approval of Minutes from November 25, 2018.

- Jackie Lindsey motioned to approve previous minutes from November the 25, 2018 – seconded Dr. Paul Felsher and it was approved.

III. Administrative Items

- Secretary Lindsey established that she has all the appointment letters and asked if anyone needed a copy of theirs? No one answered.

IV. New Business

- Julie Jolly reviewed the By-Laws with the commission by reading them out loud.
- Brian Simeone and Julie Jolly discussed Hazardous Material Safety Board membership turnout for last meeting and how we might encourage members to attend meetings.
- Brian Simeone and Julie Jolly discussed the current years HMEP grant activities and how many fees were collected.
- Secretary Lindsey asked Julie Jolly and Brian Simeone to identify gaps in our current HMEP funding opportunities and how it effects LEPC funding.
- Secretary Lindsey motioned to create a sub-committee to work on proper reporting mechanisms and proper Tier 2 reporting.
- Thomas Harzewski asked where the funding for Tier 2 reporting gets deposited. Who is collecting it and how is it used? He stated that Capt. Mark Rowley wanted to research this too. Perhaps the same sub-committee could look?
- Secretary Lindsey motioned to ask Capt. Mark Rowley to serve as lead for sub-committee. Dr. Paul Felsher seconded. All voted in favor. Leo Jaramillo motioned to change to Committee from a Working Group. Dr. Paul Felsher seconded. All voted in favor.
- Secretary Lindsey motioned to make a new sub-committee under Article 8; Hazardous Materials Communications Sub-committee is temporary. All voted in favor to create the sub-committee. Secretary Lindsey; motioned to change Committee to Working Group. Seconded by Leo Jaramillo. All voted in favor.
- Secretary Lindsey asked that the by-laws be passed to her once Julie Jolly made the edits to them.
- Leo Jaramillo motioned to elect Michael Wismer as second chair. Seconded by Dr. Paul Felsher. All voted in favor.
- Lt Thomas Harzewski talked a little on the orphan fund. Orphan Material Recovery Fund. DPS collects it and keeps it. Fund balances roll over every year. DPS has no way to fine people for this civil purpose. Recommendation is that NMED take over the fund for collection, management and funding.
- Secretary Lindsey motioned to recommend Eugene Mcpeek to the Governor as a member of the State Emergency Response Commission. Motion was carried and all voted in favor.
- Secretary Lindsey asked that Julie Jolly provide a certificate for Michael Wismer before the next meeting.

Contact information given for questions regarding LEPC, SERC, and Tier II:

- o henry.jolly@state.nm.us
- o www.nmdhsem.org
- o Phone: 505-476-0617

V. Old Business

- No old business to address.

VI. Comments

- Secretary Lindsey asked if there were any public comments. There was no response.

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VI. Action Items

1. Identify gaps in our current HMEP funding – **Assigned to: Brian Simeone and Julie Jolly**
2. Form a sub-committee to work on proper reporting mechanisms, proper reporting – **Assigned to: Capt. Mark Rowley**
3. Mark Rowley will be asked to form sub-committee and serve as lead, to work on proper reporting procedures and explore where Tier 2 funding goes – **Assigned to: Lt Thomas Harzewski**
4. Create a Hazardous Materials Working Group – **Assigned to: Capt. Mark Rowley**
5. Get an updated Certification letter for Michael Wisner – **Assigned to: Julie Jolly**
6. Email Distro Lists to SERC membership – **Assigned to: Julie Jolly**
7. Prepare DRAFT bylaws for Secretary Lindsey – **Assigned to: Julie Jolly**
8. Get NMED to take over the orphan Hazmat fund – **Assigned to: Michelle Desmond**
9. Get a certification letter for Eugene Mcpeek – **Assigned to: Julie Jolly**

VII. Adjournment.

- A movement was made to adjourn the meeting by Leo Jaramillo, was seconded Michael Wismer Motion was carried and all voted in favor.
- Next meeting will be at DHSEM at 9 AM – 11 AM on the 23rd of October of 2019.