**SERC MEETING**

November 6, 2014

Dept. of Homeland Security

& Emergency Management

13 Bataan Blvd

Santa Fe, NM 87508

**I. Call to Order, Introduction of Members**

**\_**Greg Myers / Chairman**\_\_\_** called the meeting to order at 9:30 AM.

* Round of introductions completed.
* Greg Myers said hoped State Emergency Response Commission (SERC) meetings will be more than just a gathering for updates.
	+ Meeting time can be used for identifying key issues.
	+ Create task teams to address issues.

**Attendees:**

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| --- | --- | --- | --- |
| **Member** | **Affiliation** | **Phone** | **Email** |
|  Henry | Jolly | SERC Coordinator | 505-476-0617 | henry.jolly@state.nm.us |
|  Penny | Holeman | LRRI | 505-348-9748 | pholeman@lrri.org |
|  Meg | Burger | DHSEM/ASB (recorder) | 505-476-9615 | margaret.burger@state.nm.us |
|  Greg | Myers | DHSEM/Cabinet Secretary | 505-476-9655 | greg.myers@state.nm.us |
|  David | Mills | DOH/Director Scientific Lab | 505-383-9001 | david.mills@state.nm.us |
|  Susan  | Walker | NM DHSEM | 505-476-9640 | susan.walker@state.nm.us |
|  Mark | Rowley | NMSP | 505-660-5441 | mark.rowley@state.nm.us |
|  Butch | Tongate | NMED | 505-827-2987 | butch.tongate@state.nm.us |
|  Don  | Shainin |  DHSEM | 505-476-9628 | don.shainin@state.nm.us |
|  Beverly | Simpson | DHSEM | 505-476-9678 | beverly.simpson@state.nm.us |
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|   |   |   |  |  |

**II. Administrative Items**

1. SERC will run under Roberts Rules.
2. Henry Jolly reviewed evacuation procedures.
3. Four out of seven SERC members present.

**III. Approval of Agenda for November 6, 2014**

Greg Myers motioned approval of the agenda and Mark Rowley seconded.

**IV. New Business**

Business for today includes:

* Introduction to SERC
* SERC by-laws
* Nomination of Co-Chairperson and Expiring Positions
* Hazmat Safety Board Meeting (10/29/2014)
* Domestic Nuclear Detection Office (DNDO) Briefing
* DOT Hazardous Materials Emergency Preparedness (HMEP) Grant Briefing
* NM Hazardous Materials Emergency Response Plan (HMERP)

Henry Jolly provided a PowerPoint presentation providing an overview of the State Emergency Response Commission (SERC) & Tier II. Points covered were:

SERC

* SERC vision and mission, goals, objectives, responsibilities, ACTION, and current activities at the state.
* Stated source of SERC authority, SERC’s organizational structure, responsibilities, and members as well as the plan and goals for SERC 2015.

Tier II

* Overview of Tier II reporting of Emergency and Hazardous Chemical Inventory.
* A Tier II Report which helps emergency responders to know what they are walking into.
* Used by emergency planners, emergency responders, Local Emergency Planning Committees (LEPCs), TERCs and the public.
* Overview of the plan and goals for Title II for 2015.

(PowerPoint handout provided)

Points of Discussion:

**LEPCs:** Letters are being sent out with regards to the Local Emergency Planning Committees. Responses were requested to identify the LEPC representatives for each participating LEPC. There was discussion on LEPCs with regards to the make-up of an LEPC and LEPC responsibilities.

**Tier II Reporting:** Discussion about Tier II reporting including what a Tier II report is, and how it can be used by various emergency planners, responders and the public. Key points of discussion were:

* Who has to report
* Accountability and enforcement procedures
* Fees collected and what happens to those fees ($25 for each chemical in use with a cap of $250 maximum). Additional discussion occurred as to
	+ How to identify facilities who will use chemicals (fixed facilities and use)
	+ Pairing with community partners to argue the point for fund usage
	+ Electronic Tier II reporting on the EPA web site
		- Can collect fees for New Mexico from the web site
		- Release of reporting information electronically
* Private industry is critical to the planning process.
	+ They are Tier II reporters
	+ Can offer training and exercises to private industries
	+ Request the identification of emergency coordinator/manager from private industries
	+ Encourage hazmat inventory reporting including voluntary reporting from industries such as public gas stations and farms that do not typically have to report
	+ Have fire department inspections

**SERC by-laws:** to review and submit recommended changes (first changes to be submitted within a month) so can finalize by next meeting.

**Co-Chair and Expiring Members**: Co-Chair nominations solicited by Greg Myers. Penny Holeman was nominated by Mark Rowley and sustained by all attendees. Mark Rowley, David Mills, and Dr. Felsher (not in attendance) are expiring members. They agreed to extend their roles with SERC and were sustained by all attendees.

**Hazmat Safety Board Meeting (10/29/14):** (Copy of Agenda provided.)

* Primarily discussed statewide standardized credentialing:
	+ Provided a copy of Wyoming credentialing standard that NM could use as starting point to write own statewide credentialing standard.
	+ Discussion on history and tracking of certification occurred
		- Don Shainin shared way of identifying emergency responders’ credentials by use of a “red card” – a card that would have responder’s credentials encoded so area of expertise can be identified quickly and appropriate assignment made in an emergency incident.
		- Concerns expressed about how current certification is and who would maintain certification database.
		- The Fire Academy is willing to do the training and could maintain certificate database.
* Discussed FEMA types of Hazmat teams:
	+ Type I – has required number of personnel (at least 6), highest training, possesses equipment to handle chemical/bio/rad-nuc incidents, self-sustaining and deployable outside of state.
	+ Type II – has required number of personnel, trained to respond to higher level hazmat issues, possesses equipment to handle what trained in.
	+ Type III – has limited personnel and equipment, trained at technical level.
	+ Type IV – has limited personnel and equipment, trained at and can function at operational level.
	+ Discussion occurred about whether we want to add to FEMA typing. It was decided that could be determined in conjunction with proposed assessment within Hazmat Board agenda.
	+ Hazmat Safety Board to continue with agenda item – sustained by SERC member vote.
* Field Operation Hazmat Guides
	+ Create a NM standardized field operation guide.
	+ Check what guides are out there.
	+ Hazmat Safety Board to continue with agenda item – sustained by SERC member vote.
* Develop model of Hazmat teams.
	+ DHSEM would coordinate on the development of teams.
	+ Hazmat Safety Board to continue with agenda item – sustained by SERC member vote.
* Statewide Training curriculum
	+ 120 hours of training discussed.
	+ Ensuring appropriately certified instructors.
	+ SERC can establish the standard.
	+ Buy-in by Fire Academy is needed.
	+ Hazmat Safety Board to continue with agenda item – sustained by SERC member vote.
* Attainment of funds for training and equipment.
	+ Discussion on possible sources of funding for training and equipment included
		- Possible reinstatement of NM Hazmat Transportation tax
		- Raising of Tier II fees
		- Orphan Fund
			* Mark Rowley referenced the New Mexico State Statute Chapter 12.12.29 the Orphan Recovery Fund.
		- Hazmat Safety Board to continue with agenda item – sustained by SERC member vote.

**Meeting ending time was reached. Greg Myers asked if members wanted to continue or table remaining items and adjourn. All agreed to continue.**

Mike Rowley presented the Domestic Nuclear Detection Office (DNDO) briefing:

* Proposed up front to put the Radiological/Nuclear Detection (RND) program under SERC to ensure sustainability.
	+ Operate as a sub-component like Hazmat Safety Board.
	+ Proposal seconded by Penny Holeman.
	+ SERC members agreed.
* Briefing included:
	+ Overview of history of natural uranium occurrences in NM and the mining of uranium, nuclear detonation sites in NM, increasing of nuclear research, and storage sites (WIPP), and goals for RND.
	+ In 2013 identified that there were only pockets of capability and expertise in handling rad-nuc

incidents.

* + Identified that there was no state doctrine for RND.
	+ There is no sustainability of equipment for RND.
	+ DNDO
		- Formed an executive steering committee which will report to SERC.
		- Created working groups, held 3 webinars, coordinated State-level events, developed a CONOPs and guidelines for comprehensive radiological alarm resolution, and held a successful table-top exercise.
		- RND program products were introduced.
		- RND program moving into sustainment mode.

Susan Walker briefed the DOT Hazardous Materials Emergency Preparedness (HMEP) Grant Program.

* This will be an annual report to SERC.
* Application for HMEP grants go out in June.
* There are more training and equipment requirements than there is funding.
* Grant 20% match requirement can be met by salaries.
* It has been a long time since a hazmat flow study was done.
	+ Discussion occurred on this issue:
		- Typically only placard transport vehicles are included in the flow study.
		- Need to include commercial non-placard vehicles
		- Look at every type and quantity of hazardous materials being transported.
* We do have EMPG grant money that can fund training.

Henry Jolly addressed the HMR Plan. (Copy of HMR Plan provided)

* It is not expected the plan will be adopted today.
* Review and comment is expected with a goal to finalize the plan by next meeting.

**V. Old Business - None**

**VI. Invite for Public Comments was extended.**

* Greg Myers thanked the SERC for extending the meeting time.
* Mark Rowley wanted to publicly acknowledge Henry Jolly and Don Shainin for coordinating this meeting.

**VII. Next Meeting – possible dates to be forwarded by email. Location to be determined.**

* Items to address at next meeting:
	+ Updates on working groups
		- Sub-committee RND
		- Hazmat Safety Board
		- LEPC
	+ Annual Report to Legislature
		- Can be pulled together virtually

**VIII. Adjournment.**

Greg motioned meeting be adjourned and Beverly Simpson seconded.