

SERC MEETING
September 25, 2018
NMED
Building 1
2905 Rodeo Park Drive
Santa Fe, NM Building 1

I. Call to Order, Introduction of Members

Cabinet Secretary M. Jay Mitchell called the meeting to order at 9:03 a.m.

- Roll was called followed by introduction of members.
- Meeting was held at the Meeting was held at the New Mexico Environment Department's Hazardous Waste Bureau office at 2905 Rodeo Park Drive East, Building 1, Santa Fe, New Mexico
- Henry Jolly stated meeting had been delayed due to unforeseen circumstances. He further promised that future meetings would not be delayed.

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|----------|----------|-------------------------|--------------|----------------------------|
| Michael | Wismer | SERC | 505-670-2902 | wismer_7@q.com |
| Butch | Tongate | NMED | 505-827-2855 | butch.tongate@state.nm.us |
| Janine | Kraemer | NMED | 505-476-4372 | Janine.Kraemer@state.nm.us |
| Jennifer | Ickes | PNS | 505-977-2252 | lckes.jen@gmail.com |
| M.C. | Rowley | NMSP | 505-660-5441 | mark.rowleyWstate.nm.us |
| Henry | Jolly | DHSEM/SERC Coordinator | 508-476-0617 | henry.jolly@state.nm.us |
| M. Jay | Mitchell | DHSEM/Cabinet Secretary | 505-476-9611 | jay.mitchell@state.nm.us |

II. Approval of Agenda for September 25, 2018 and Minutes from October 5, 2017.

- Secretary Mitchell motioned to approve agenda – seconded by Butch Tongate and was approved.
- Previous minutes from the October 17th minutes moved for approval by Butch Tongate, seconded by Mark Rowley and was approved.

III. Administrative Items

- Nomination of Michael Wismer

IV. New Business

- HMER plan was reviewed by the Hazmat Safety Board
 - The board determined that there was still a lot of work to be done
 - The State Police are tasked in plan with tasks not compatible with their training
 - Changes will be made
 - Adding flowcharts
 - Adding a typing table

- The secretary asked us to review statute while we review the plan to point out any inconsistencies

IV. New Business (Continued)

- The secretary stated he would put the HMER plan under a departmental hat and that it should be published NLT 31 December 2018
- Henry Jolly also stated that the next plan for review would be the New Mexico State Mitigation Plan for Technological and Human Caused Hazards
 - This plan requires a four year review
 - We will be hosting a working group meeting with the subject matter experts of this plan
- A lot of time was spent this last summer repairing damage to the Tier II database
 - Third party software from other companies which did not follow indexing rules, caused several file bugs in our database
 - Henry Jolly stated that he was working closely with NOAA to resolve the issue
 - The reports are now on e-team by county name for download. The plan is to notify all the Hazmat Fire Department and LEPCs in order to get them access to e-team so they can download their files for the CAMEO Suite
 - Henry Jolly stated that he was working with the Emergency Operations Center personnel in order to get the files online for download
 - Henry Jolly stated that NOAA was in development of a new TIER II Submit Database for release in approximately two years
 - Henry Jolly Stated that we had 25,171 facilities reported this year for Tier II Reports
- The secretary briefed on the changes to the 2018 Grant
 - Funding is aimed at Typed teams
 - Teams have to opt into E-Map
- Henry Jolly Stated that the new three year grant would be going out in January for requests
 - Henry Jolly detailed thing that are allowed to be funded by HMEP
- Henry Jolly said Steve Mason would be retiring. The secretary suggested doing six seminars throughout the state for the LEPC 101 that Steve had been doing.
- The Secretary suggested holding a training event for Industry and their use of the Tier to Submit program
- Henry Jolly stated that we have 6 of the seven SERC positions filled
- Henry Jolly stated the letter of appointment for the SERC are out dated
 - The secretary stated he would look into the letters
- Henry Jolly stated that a new position had been opened for a new boss to help with HMEP and Tier II
- Henry Jolly stated that there are 31 of 33 LEPCs up and running
- Janine Kraemer brought up the recent Mercury incident. Henry Jolly stated that the next Hazmat Safety board would discuss this incident in detail
- Mark Rowley asked about the Orphan Fund. He stated that the fund was not being funded and maybe we should look for a way to fund it and name responsibility for the fund

- The Secretary suggested the SERC review the Public Law in an upcoming meeting and to compile a list of changes and to find a sponsor
- The Secretary suggested February of 2019 for the next big meeting
- The Secretary suggested a SERC telecom on the 29th of November to do old business only

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 Mitchell asked if there were any public comments. There was no response.

VI. Action Items

- Secretary Mitchell asked members to review DRAFT HMER Plan.

VII. Adjournment.

- A movement was made to adjourn the meeting, was seconded and approved.
- Next meeting will be a telephone conference on the 29th of November 2018 and will be held at DHSEM.