

Torrance County LEPC  
General Meeting Minutes  
August 27<sup>th</sup>, 2024 – 9am  
Commission Room  
205 S. 9<sup>th</sup> Street, Estancia, NM

\*Due to lack of quorum at the beginning of the meeting, action items could not be addressed until later in the meeting. Therefore, the agenda items are shown out of order

1. Call To Order- Chairperson Stephen Garret called the meeting to order at 9:04 am.
2. Pledge Of Allegiance-Chairperson Stephen Garret led the pledge.
3. Welcome and Introductions.
4. Determination of Quorum- It was determined that the meeting was two members short of quorum, and the meeting would continue as a working session.
5. Approval of Agenda- Unable to approve meeting agenda due to lack of quorum.
6. Approval of Minutes-Unable to approve meeting minutes for June and July due to lack of quorum.
7. Forest Service Presentation- Christian Larson, District Ranger from the US Forest Service gave a presentation discussing upcoming projects for next spring and early summer. These included projects scheduled for Capilla, Espinosa, Red Canyon and Isleta RX. Prescribed burns are scheduled for the upcoming fall and winter. Christian also discussed lands and special use projects, including

Gallinas Mines remediation, Lincoln County Telecom Tower, removal of the Capilla peak Observatory, and burying the Capilla power lines .

\*Quorum was achieved at (9:36 am)

- Approval of Agenda- Debby Maberry made a motion to approve the agenda. Second by Tom Carter. All in favor. Motion Passed.
- Approval of Minutes
- June Meeting-Estancia Police Chief Tom Carter made a motion to approve the minutes of the June meeting. Second by Samantha O'Dell. All in favor. Motion passed.
- July Meeting- Maria Martinez made a motion to approve the minutes of the July meeting. Second by Todd Brogowski. All in favor. Motion passed.

8. Membership Applications: Samantha O'Dell informed new attendees and those that attend regular meetings to submit an application to become LEPC members. She explained that this is helpful for members to meet quorum in order to vote. Samantha reminded those in attendance that Zoom is an acceptable option. Application forms are provided in person, Samantha can also submit through email.
9. Discussion and possible approval of creating a nonprofit and Treasurer. The County advised the formation of a 5019 (c) (3) organization. Stephen Garret informed the group that the position for the Treasurers position was open, and encouraged anyone that was interested to come forward. Samantha O'Dell informed the group that the Executive Committee will work on updating the Bi-Laws , the duties of the Treasurer will be published. These updates will be provided at the September General meeting. Samantha made a motion to approve, second by Todd Brogowski. All in favor. Motion passed.

## 10 . Event Updates-

- Watershed Discovery Meeting  
September 4<sup>th</sup> -10am-12pm  
Torrance County Large Commission Chambers, with a Zoom option.
- Emergency Preparedness & Evacuation Workshop  
September 12<sup>th</sup>-9:00am-12pm  
Torrance County Large Commission Chambers, one Go-bag issued per household. Contact Samantha O'Dell to register. In person only.
- Pinto Bean Fiesta  
September 28<sup>th</sup>- 9:00am-4:00pm  
Moriarty City Park

## 11. Agency Updates-

- Tom Carter of Estancia Police Department was just appointed as Chief.
- County Manager Janice Barela recently resigned. Deputy County Manager Tracy Sedillo will be retiring September 30<sup>th</sup>. The Human Resources Director will also be resigning, and the position has been posted. Leadership changes will be occurring.

## 12. Agency Presentation- Samantha O'Dell explained the purpose of the LEPC meeting to the new attendees. Chairperson Steven Garret discussed the ERPTC volunteer group and the importance of being proactive with emergency response within Torrance County. Samantha encouraged members to suggest any training and exercises they would like to see in the future.

- Claunch Pinto Soil and water Conservation, Dee Tarr explained her experience and history with Claunch Pinto, and the water conservation districts in the surrounding counties. She discussed grants and projects used to protect soil and water conservation and the importance of mitigating hazards and collaborating with surrounding agencies.

13. Agency presentation sign up sheet- Samantha invited all agencies to fill out a presentation form to educate members on their agency, what they offer and any hazards that the county may need to be aware of. Samantha also made the group aware that there will be a Tabletop Exercise (TTX) in the upcoming September meeting. Samantha also encouraged all agencies, including first responders to host a Tabletop Exercise (TTX) in the near future.
14. Public Forum – Estancia Police Chief Tom Carter said that he would like to work with surrounding agencies on a Rescue Task Force, cross training with the focus on the Incident Command System (ICS) and the use of Common Terminology. An active shooter event was discussed as being an exercise that could be used to collaborate and work with surrounding first responder agencies cooperatively. Surrounding agencies agreed to participate.
15. Next meeting: September 24<sup>th</sup>, 2024, 9:00 am.
16. Meeting adjourned at 10:15 am.