



Torrance County

Local Emergency Planning Committee

Chair: Stephen Garrett

Vice-Chair: Todd Brogowski

Secretary: Vacant

Information Coordinator: Tracey Master

Emergency Manager: Samantha O'Dell

GENERAL MEETING AGENDA

Tuesday, February 25, 2025 @ 9:00am
205 S. Ninth Street, Estancia, NM 87016

1. Call to Order – Chairman Stephen Garrett called the meeting to order at 9:04am
2. Pledge of Allegiance
3. Welcome and Introductions
4. Determination of Quorum – a quorum was achieved.
5. Approval of Agenda – Todd Brogowski made a motion to approve the agenda. Tom Carter second. Motion passed.
6. Approval of Minutes
 - a. November – Todd Brogowski made a motion to approve the November minutes. Tom Carter second. Motion passed.
 - b. January – Todd Brogowski made a motion to approve the January minutes, with an amendment that corrected the meeting date. Tom Carter second.
7. Nominations and Election of Secretary Position – the LEPC hasn't had a secretary for several months. Tracey Master made a motion to elect Maria Martinez as secretary for the remainder of the current term which will end in March 2026. Tom Carter second. Motion passed.

8. Executive Committee Terms – Emergency Manager O’Dell reviewed the terms for each of the executive committee positions and reminded everyone that the Vice-chair and information coordinator positions will be up for election during the March 2025 LEPC meeting. Chairman Garrett reminded the members that the LEPC needs more involvement from people in the community and that we need to invite others to participate.

- a. Chair – Term ends March 2026
- b. Vice-Chair – Term ends March 2025
- c. Secretary – Term ends March 2026
- d. Information Coordinator – Term ends March 2025

9. Presentations

- a. Local Emergency Planning Committees & State Emergency Response Commission – Jess Lewis, who works for the University of New Mexico Hospital System is a member of the State Emergency Response Commission, as well as the Sandoval County LEPC. He discussed how to grow and expand participation in the group and said more agencies should be mandated and encouraged to attend. He also discussed conducting public outreach events to such audiences as school and senior programs, because Torrance County has various potential hazards. During Mr. Lewis’s presentation, Arron Lucero with Enterprise Products in Moriarty said he would like to see a mock drill and thought such an event might entice other people to attend and participate in the LEPC.
- b. Forest Service Update – Rebecca Elmore and Mike Myrick with the US Forest Service. They have actively participated in the Torrance County LEPC. The forest service had their first “Red Flag Day” on January 4, 2025, and they have already responded to multiple fires. The trend they are currently seeing is that there are fewer fires in the mountains and more in the different communities. All of those fires were on private land. The goal of the US Forest Service is to protect the forest, and they will respond countywide. There are a few upcoming prescribed burns. One treatment will be the Gallinas range land restoration. There will also be the Corona Project to restore the savannah and remove the juniper encroachment, and another in the Capilla area.

10. Event Updates

- a. Pipeline Exercise 3/12/2025 – Moriarty – Emergency Manager O’Dell said that there is still a Coordinator Response Exercise Pipeline Safety Program scheduled on March 12, 2025. If people are unable to attend this event, others are scheduled in other locations.

11. Agency Updates – Emergency Manager O’Dell said that the Torrance County Fire Chief has resigned, effective March 3, 2025. The commission will appoint an interim fire chief at tomorrow’s commission meeting (3/26/2025).
Estancia Police Chief Tom Carter said the police department has a new Facebook page, Estancia Police Department. He asked the membership to like and share the page.
12. Social Media/Website Update – Emergency Manager O’Dell said the LEPC now has a separate page on Facebook. Meeting agendas and other information will be posted there as well as the Torrance County Emergency Management page. She has been talking with county management about a specific website for the LEPC. There will be tabs on the emergency management page with LEPC information.
13. Public Forum – Willard Mayor David Dean told the membership that he appreciates the work of Emergency Manager O’Dell and that he felt this was a productive meeting.
14. Upcoming General Meetings
 - a. Next Meeting – March 25, 2025, 9am – Emergency Manager O’Dell said that the next meeting will have an active shooter presentation.
15. Adjourn Meeting – David Dean made a motion to adjourn. Tom Carter second.
Meeting adjourned at 11:15am.