



Torrance County

Local Emergency Planning Committee

Chair: Stephen Garrett

Vice-Chair: David Dean

Secretary: Maria Martinez

Information Coordinator: Tracey Master

Emergency Manager: Samantha O'Dell

GENERAL MEETING MINUTES

FOR

**Tuesday, March 24, 2026 @ 9:00am
205 S. Ninth Street, Estancia, NM 87016**

1. Chairman Stephen Garrett called the meeting to order.
2. Pledge of Allegiance
3. Welcome and Introductions.
4. A quorum was established.
5. Phil Terry-Smith made a Motion for approval of the agenda. Second by Chief Tom Carter. The agenda was approved.
6. Rachel Giarranto made a Motion for approval of the January Minutes. Second by Phil Terry-Smith. January Minutes were approved.
Phil Terry-Smith made a Motion for approval of the February Minutes. Second by Chief Tom Carter. February Minutes were approved.
7. Presentation: Community Partner Mapping by Max Palmer and Tessa Snyder
 - Under the Department of Homeland Security and Emergency Management
 - Read their Mission Statement and Purpose
 - Went over the Right-to-Know-Act, EPCRA
 - Tessa went over the importance of knowing the Tier 2 facilities and to knowing the chemicals in our communities for the LEPC and local emergency responders to be able to plan and be ready for any emergency.
 - Examples around the state:
 - * San Juan-Sub Committees
 - *Grant County-COAD Combo
 - *Quay, Harding, Union, Grant & Sierra/Catron

- Counties-Regional EPC's
- *Eddy County-Exercise with operators
- *Santa Fe County-Hold workshops to practice HazMat Response Plan

Community Mapping, identify community partners that can be an influence around the community, determine who should be involved and support targeted outreach.

Max did an interactive activity giving us sticky notes and asked us to write down potential partners that we could engage with to develop strategies to engage high power/high interest partners with low power/low interest partners who are not currently participating with the LEPC.

Targeted potential partners to engage:

- *DOT-Maria Martinez
- *Chief Tom Carter-Line Officers
- *PIO-Rubena Miranda
- *County DOT-Amy May
- *Locally elected officials-
- *Electric Coop-Patrick Sanchez
- *Willard-David Dean
- *Encino-
- *BNSF-Tessa and Max
- *Moriarty FFA-Stephen Garrett
- *Local Clergy-Chief Tom Carter
- *Bethel Storehouse-Maria Martinez

Recruitment-Be able to explain what the LEPC is and our Mission. Be able to describe how their participation would benefit the community. Make sure to invite the representative of the organization instead of an individual from the organization.

8. Hazmat Horizon Newsletter:

- *Samantha has received the Torrance County Tier 2 Report from the state and she will be disseminating the information to the relevant agencies.
- *There are 45 agencies within Torrance County with 44 being validated and one not.
- *Leveraging the LEPC website:

www.torrancecountynm.org

GO TO:

*DEPARTMENTS

*EMERGENCY MANAGEMENT

*THEN SCROLL DOWN TO:

DEPARTMENT DOWNLOADS

*THERE WILL BE LEPC AGENDS,
MINUTES, BYLAWS AND
HANDOUTS.

9. Executive Committee Elections for Chairperson and Information Coordinator.

*Nominations-

Amy May nominated Phil Terry-Smith for Chairperson. Barbara Worley second. With a unanimous vote Phil Terry-Smith was elected as the new Chairman of the LEPC.

Barbara Worley nominated Amy May. Second by Phil Terry-Smith. With a unanimous vote: Amy May was elected as the Information Coordinator.

10. Recent Events: None

11. Agency Updates:

*Barbara Worley has resigned and her job has opened.

*Duran lost their transformer.

*The Electric COOP has a new Adam Roybal.

*County Fire Chief, will be pushing for a fire ban at the County Commission meeting.

*Chief Tom Carter gave a reminder to lock their car doors. There's been an uptick in Lonewolf attacks around the country.

12. Public Forum: None

13. Next meeting: April 28, 2026

14. Adjourn: Patrick Sanchez made a Motion for Adjournment. Chief Tom Carter seconded. Adjourned at 10:40am.