



Torrance County

Local Emergency Planning Committee

Chair: Dr. Philip Terry-Smith

Vice-Chair: David Dean

Secretary: Maria Martinez

Information Coordinator: Amy May

Emergency Manager: Samantha O'Dell

GENERAL MEETING MINUTES

FOR

**Tuesday, August 25, 2026 @ 9:00am
205 S. Ninth Street, Estancia, NM 87016**

1. Dr. Philip Terry-Smith called the meeting to order at 9:02 am
2. Dr. Philip Terry-Smith led us in the Pledge of Allegiance.
3. Dr. Philip Terry-Smith welcomed everyone and we each introduced ourselves.
4. Approval of the Agenda and July Minutes delayed due to no quorum.
5. Presentation by Jess Lewis, Vice Chair of the New Mexico SERC (State Emergency Response Committee) and oversees county LEPC's (Local Emergency Planning Committee). Contact information: Phone: Jess Lewis 505-238-1087
email: Jess_lewis@msn.com

Mr. Lewis highlighted the responsibilities and duties of the LEPC:

- Having a ***Hazard Materials Response Plan*** according to the ***NMSA 1978 Hazardous Chemical Information Act.***
 - *How do we notify citizens
 - *Are the fire departments trained in hazmat response
 - *Develop and maintain a **Local Emergency Response Plan**
 - *Review and update **emergency plans** regularly
 - *Do **risk assessments**
 - *When possible, provide information to the public

- **Emergency Planning**
 - *Develop a plan
 - *Identify hazards
 - *Create notification procedures
 - *Create evacuation & shelter in place procedures
 - *Know what equipment & personnel would be available
 - *Coordinate between first responders & facilities
 - *Have procedures in place for responding to chemical releases
 - *Jemez has established a “Fire Wise Group”*
- **Right-to-Know Law**
 - *The LEPC is to always be cognizant of being transparent with the community
- **The LEPC can Coordinate with Emergency Responders**
 - *LEPC’s can coordinate with all first responders, agencies, teams, facilities and services
- **The LEPC can Work and Partner with Local Industries**
 - *To understand risks
 - *To incorporate a procedure
 - *To coordinate a plan
- **The LEPC is to Know All Transportation Routes Through the County**
 - *Railroad
 - *I-40
 - *Hwy 285
 - *US 60
- **List of Lists**
 - *Extremely Hazardous Chemicals
 - *LEPC Members need a copy of the comprehensive list
- **Public Education**
 - *The LEPC’s can educate the public by holding public meetings, educational programs & transparency
- **Review Plans & Update Regularly**
 - *Make sure Current and accurate
 - *Reflect changes
 - *Update emergency contacts & recourses

- *Coordinate plans accordingly
- *Always test through exercises

- **Why LEPC's Matter**

- *To be prepared
- *To respond
- *To protect
- *To communicate
- *To build partnerships
- *There is \$130,000 in state grants for hazardous equipment that is available this year. The money from the grants will be split between qualifying applicants.*

- **Key Take Away**

- *The LEPC prepares and pulls everything together

QUORUM WAS MET

- Lee Walker made a Motion for approval of the Agenda. David Dean Second. The Agenda was approved.
- Tom Carter made a Motion for an approval of July 28, 2026, Minutes. David Dean second. The Minutes were approved.
- Hazmat Horizon Newsletter:
 - *Dr Philip Terry-Smith highlighted some training that is coming up.
 - *Radiation Preparedness
 - *Make sure any training that you take is OSHA approved
 - *There are also FEMA courses online
 - *FEMA 100 & 200 is a good starting point
- TC National Night Out feedback:
 - *Across the board everyone said that they were happy that there were so Many people were in attendance. They also expressed frustration with the Lack of organization and lack of communication. There seemed to be a breakdown on the County Fair side. Everyone agreed that timing and possibly the venue needed to be changed from the County Fair.
- Recent Events:
 - *Two new fires in the Manzano's. There's no threat to homes but the 4th of

July Campgrounds were evacuated.

11. Agency Updates:

- *Rachel Giarratano, VOAD, FEMA Training September 10th and 11th. Register at preparenewmexico.gov.
- *Roy Hubbard, OMI is hiring
- *Samantha O'Dell, Torrance County Emergency Manager, updated the TextMyGov flyer online.

12. Public Forum:

- *David Dean complimented Chief Gary Smith, Torrance County Fire Department and first responders and agencies for working so well together For the good of Willard and the county.
- *We need people in the county to get Red Cross training for sheltering. So, Volunteers from Albuquerque don't have to drive out. Some of them have Problems driving at night.
- *We need to encourage people to volunteer and train with state agencies So that the LEPC can utilize them in our county.
- *Dr. Philip Terry-Smith spoke about starting a **Risk Assessment Committee**.

13. The next meeting will be on September 22, 2026

14. Lee Walker made a Motion for adjournment at 10:30am.