



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, September 22, 2026 @ 9:00am
205 S. Ninth Street, Estancia, NM 87016**

1. Dr. Philip Terry-Smith **called the meeting to order** at 9:00 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. It was determined that there was **a quorum**.
5. Lee Walker made a motion for approval of **September 22, 2026, Agenda** and David Dean second.
6. Lee Walker made a motion for approval of **August 25, 2026, Minutes**.
7. **Tabletop Exercise**-Samantha O'Dell-Emergency Manager:
 - We refreshed ourselves on the ERG (Emergency Response Guidebook)
 - * Yellow-Lookup by Placard
 - * Blue-Name of Hazard
 - * Orange-How to Respond
 - * Green-How to Respond to Spills
 - **Exercise Overview-**
 - * **Scenario**-Responding to a Propane Truck Crash/Rollover that has ignited a fire at a large community event and is leaking propane and the driver is angry and threatening other drivers.
Identified-Propane, ID# 1075 Guide #115
Call Dispatch-How many victims? How much propane is in the truck? Where is it leaking from? Are there any victims trapped?
When LEO arrives, communicate the perimeter.
Notify the Propane Company
Notify the Community Event

Secure the manifest from the propane truck to identify amount of propane and if it is liquid or vapor.

- **State Police** will have jurisdiction over any hazmat event.
- **NMDOT** will help with signage for traffic control.
- **Additional information**-State Environment Department and Mass Casualty Incident.

8. **Hazmat Horizon-**

- *Electric Vehicle Battery Response
- *Emergency Planning Month

9. **Events-**

- *Pinto Bean Fiesta
- *Storms coming in: flooding and sandbags

10. **Agency Updates-**

- *The fire has been turned off in the Manzano's.
- *Canning classes with the Torrance County Extension Office.

11. **Public Forum-**

- *Sinclair, had a tabletop Exercise two weeks ago.
- *TenderMorgan, is still moving CO2.
- *Dr. Phillip Terry-Smith, Setup a Risk Assessment Committee?
- *Michelle, Veteran's Integration Center

12. **Adjournment**-10:35AM