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, October 27, 2026 @ 9:00am
205 S. Ninth Street, Estancia, NM 87016

1. Dr. Philip Terry-Smith called the meeting to order.
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. Approval of Agenda: A Motion by David Dean and Second by Chief Tom Carter
6. Approval of September Minutes: A Motion by Chief Tom Carter and Second by David Dean.
7. Torrance County Emergency Manager, Samantha O'Dell, gave an "After Action Report" from the Tabletop Exercise from the September meeting.
   *She highlighted the Tabletop Scenario that we used in the September meeting.
   *She went through the surveys that we had to fill out after the September Tabletop Exercise for feedback.
   - Ideas for future Tabletop Exercises are Pipelines, Wind Farms, Railroads, CPR Training, Tornados.
   - We need to communicate with the Emergency Manager when there are any large-scale events in any of the municipalities in the county.
   - Dispatch is willing to do a Tabletop Exercise in the future. They have a program that can simulate an actual call and what happens when dealing with language barriers, background noise and so forth.
   - FEMA courses at training_fema.gov
   - Everyone felt the scenario was realistic
   - Everyone felt the participants were greatly involved
   - Everyone felt better prepared in case of an emergency event

8. Emergency Manager, Samantha O'Dell, went through some Hazmat Incident Reports dealing with Propane that she had pulled from the US DOT Research and Special Programs Administration.
    - It was found that there are a high number of propane bottles being shipped through the US Postal Mail and other shipping companies. The bottles are found leaking through the boxes and the boxes are not identified in any way as toxic or having flammable contents.
    - All Walmart stores far exceed the allowable amount of propane (bottles) in any one store at any time.
9. Hazmat Horizon Newsletter: Tessa Snyder of DHSEM, being the creator of the Hazmat Horizon Newsletter has moved to another job. So, we're not sure about the status of future newsletters.
10. Agency Updates:
    - The Forest Service is putting out a newsletter called "The Spark" via email and the October issue is addressing "ash disposal". There are two controlled burns going on in the Manzano Mountains. Dr. Philip Terry-Smith asked if a link could be sent out via TEXTMYGOV about The Spark newsletter.
11. Recent Events:
    - Vice Chair David Dean went through the FEMA AWR 147 Training. It is an 8-hour course, and he strongly encourages people to take the course.
    - We lost electricity in the building at 10:15am.
    - Samantha spoke about her speaking with State Police considering shutting I-40 down when the weather turns bad in the East Mountains.
12. Agency Updates:
    - Roy Hubbard told us how Lincoln County is working to update their emergency plan and want to share with other counties.
    - Samantha O'Dell received an "Emergency Management Award". We all congratulated her and all agree that it is very deserving.
13. Public Forum:
    - Dennis South of Southwest Propane informed the LEPC that there are new regulations coming in next year about propane relief valves on bottles are going to be mandated to be replaced every 10-12 months.
    - Pattern/Sun Zia/Wind Farms would like to plan a tabletop exercise for the month of November meeting.
14. The Next Meeting:
    - November 24, 2026
15. Adjourned:
    - Chief Tom Carter made the Motion