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March 31, 2010

Bernalillo County Office of Emergency Management  
Atrium Building, EOC  
6840 2<sup>nd</sup> St., NW  
Albuquerque, NM

### Minutes

- 11:00 Call meeting to order and Member Introductions M. Knazovich  
**Meeting called to order by Michael Knazovich**  
**Introduction of members and Executive Board members**
- 11:10 Approval of February 2010 Meeting Minutes M. Knazovich  
**Motion to approve February 2010 minutes – Approved unanimously**
- 11:15 Treasurer's Report J. Hixson  
**- Eric Burnham cannot continue as Treasurer due to new job requirements.**  
**- Jane Hixson is the official Treasurer, with Michael Knazovich as backup.**  
**Started with \$1581.06, with deposits of Tier II fees (\$600) and Conference donations (\$1729.96), expenses of: \$16.02 – bank fees, \$67.10 for "GoDaddy.com" website fees. Total ending balance is \$3827.54. Another expense of \$48.00/6 mos. for P.O. Box is due now. After paying for the Conference, the total remaining will be approximately \$2180.00.**
- 11:20 Web Page Report and new Google Voice Mail H. Jolly  
LEPC Website Update  
**- Incorporated new phone number on the website, otherwise no changes**  
**- Will fix Conference page with cut-off registration date of April 11; thereafter the fee is \$100 to cover meals**  
**- Almost 100 people registered to date**  
**- Send email to [conference@lepcabq.org](mailto:conference@lepcabq.org) to cancel registration, which goes to Henry Jolly.**  
**- Changed Google mail to say "Call 911 if this is an emergency..."**  
**- Michael Knazovich/Judy Harger putting together a packet for new members**  
**- ACTION: Reapply on website as a member to update our database**
- 11:30 Committee Breakouts (lunch) Chairpersons  
**- Lunch provided by High Purity Resources – Thank you!**  
**- Appreciate Bernalillo County for providing the facility for our meeting – Roger Tannen**
- 12:15 Report Committee Discussions Chairpersons

- **Public Information:**
  - o Anita Romero taking on a new job at Sandia Labs. This could be her last meeting with LEPC
- **Responders:**
  - o In a holding pattern on resource typing and other issues
  - o Goal: bring together uniformed services and private industry
  - o New players: Red Cross, Pueblo of Isleta, Sandia Labs (IC's)
  - o New: State Incident Management Teams – State-wide response. Rapid Assessment Teams; City: same concept
- **Business & Industry:**
  - o Try to get public recognition for LEPC
  - o Ryan Perry will see about feature article
- **Tier II:**
  - o Eugene McPeek met two weeks ago with Lee Shin
  - o E-Plan for 2011 for short term
  - o ACTION: Need volunteer from Industry to try E-Plan online to see how it works – disconnect to information getting to the State
  - o Victor Marquez is the new Chair for Tier II next month
  - o Victor is working with Lee Shin and Homeland Security – meet April 8 to brief E-Plan
  - o Victor is authorized to add people to E-Plan
  - o Lee can check with E-Plan to consolidate all filing to Fire Department, State, LEPC

LEPC Conference 2010

D. de la Rosa/J. Ickes

- Final contract signed with Marriott for April 14 & 15.
- Fiscal agent: NMEMA
- Speaker Steve Mason can't make it; possibly Tim Gablehouse, Lee Shin has 30 mins. space, New Mexico Baptist Disaster Relief Organization
- ACTION: Need luncheon speaker; i.e. case study from FBI, John Fleck? Let Diana know if you have any suggestions for a speaker.
- Monday, April 5 – agenda goes to print
- ACTION: Need volunteers by 8 a.m. on the 14th to stuff bags
- Robert Scheehl will talk about how to keep Industry coming to LEPC
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12:45

Old Business

M. Knazovich

- Annual Meeting next month, April 28
- Will post public announcement

12:50

New Business

M. Knazovich

- Does anyone know of speakers available in general?
- ACTION: Need sponsor for lunch and a meeting location for next month

13:00

Adjourn

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**NEXT LEPC MEETING: Annual Meeting: April 28, 2010, 11am to 1:00 pm,  
Location: City of Albuquerque, San Juan/Chama Surface Water Treatment Facility,  
6000 Alexander, NE, Albuquerque, NM 87107**

If you have any questions, or wish to add an item to any upcoming agendas, contact  
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