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April 28, 2010

City of Albuquerque  
San Juan/Chama Surface Water Treatment Facility  
6000 Alexander NE  
Albuquerque, NM 87107

### Minutes

- 11:00 Call Annual Meeting to order and Member Introductions M. Knazovich  
*Meeting called to order by Michael Knazovich*  
*Introduction of members, guests, and Executive Board Members*
- 11:10 Approval of March 2010 Meeting Minutes M. Knazovich  
*Motion to approve March 2010 minutes – Approved unanimously*
- 11:15 Treasurer's Report J. Hixson  
*- Jane Hixson gave the Treasurer's report*  
*- The beginning balance was \$3827.54. The LEPC Conference brought in another donation of \$250. Expenses were bank fees; \$5.34, Conference; \$2595.63, P.O. Box & key; \$103.00 for the year for an ending balance of **\$1373.57***  
*- Report accepted*
- 11:20 Web Page Report and new Google Voice Mail H. Jolly  
LEPC Website Update  
*- Henry was not present to give the Website report*  
*- Michael Knazovich suggested that the public use the website to find information about LEPC*  
*- Emails sometimes don't go through some firewalls at businesses*  
*- Notify Henry via website or voicemail with any updates or contact to LEPC*  
*- No issues from audience*
- 11:30 Basics of an LEPC (lunch) M. Knazovich  
*- Lunch provided by LEPC since this is our annual meeting*  
*- Michael gave a slide presentation on the "Basics of an LEPC" taken from an EPA Region 6 presentation and customized it to our LEPC.*  
*- ACTION: Community Involvement Subcommittee: Follow up on Representatives and get them active.*  
*- ACTION: By-laws: Eugene McPeek is working on updating*  
*- Recruitment: improve quantity of people – better participation*

If you have any questions, or wish to add an item to any upcoming agendas, contact  
Michael Knazovich, Chair  
Albuquerque/Bernalillo County LEPC  
PO Box 35067  
Albuquerque, NM 87176  
<http://www.lepcabq.org/>  
[info@lepcabq.org](mailto:info@lepcabq.org)

- Use "Chili Guys" mascot?
  - Continue lunch time meetings
  - ACTION: PIO working on Welcome package for new people
  - ACTION: IRS was 501(c)(3) – lost status with IRS – should we reinstate that status or not? Form 990 not filed recently
  - Diana de la Rosa suggested we check the By-laws about tax. EPA dictates how we structure ourselves
  - Robert Scheel from High Purity suggested we have a CPA firm come to a meeting
  - Liz Saavedra said PNM has a CPA firm who has kept up with it – she will see if she can get them to help us
- 12:30 Report on the NM LEPC Conference 2010 D. de la Rosa/J. Ickes
- From Diana, thank you for all who helped
  - 120 people in attendance
  - Most of the speakers were well-liked
  - Possible new location for next April – with NMEMA as the fiscal agent
  - Will need people who are willing to help: Committee to get vendors and sponsors
  - Liz checking to see if we owe anything
  - Tim Gablehouse – new issues for next year
  - Grants Training – short version
  - Have coffee all day
  - Someone could go to Colorado LEPC Conference after Labor Day and report back
  - Larry Nelson gave a breakdown of surveys from conference: most people were happy with the conference
  - Michael Knazovich thanked the organizers of the conference
- 12:45 Old Business M. Knazovich
- Liz: City working through special needs – Gary Jones working on it
- 12:50 New Business M. Knazovich
- Bao Tran from University of Texas (UTD) demonstrated E-Plan
  - Some disconnects from local to State
  - Should be ready for submission in about five months
  - Diana asked about Plume modeling
- 13:00 Adjourn
- Adjourn at 12:50
  - Thank you to Michael Cummings for making the Water Treatment Facility available to us for our Annual Meeting

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**NEXT LEPC MEETING: May 26, 2010, 11am to 1:00 pm.,**  
**Location: Albuquerque Fire Academy, 11500 Sunset Gardens SW, Albuquerque, NM**  
**If anyone would like to volunteer to provide lunch, please send an email to:**  
**[Secretary@lepcabq.org](mailto:Secretary@lepcabq.org)**

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