



WWW.LEPCABQ.ORG

June 30, 2010

Albuquerque Fire Academy
11500 Sunset Gardens SW
Albuquerque, NM 87121

Minutes

- 11:09 Call Meeting to Order and Member Introductions M. Knazovich
- Meeting called to order by Michael Knazovich
- Low attendance
- 11:10 Approval of May 2010 Meeting Minutes M. Knazovich
- Motion to approve May 2010 minutes – Approved unanimously
- 11:15 Treasurer's Report J. Hixson
- Jane Hixson gave the Treasurer's report
- The new balance in the checking account is: **1908.56** (the only expense was bank fees of \$3.20) – will keep the checking account as is and pay the fees for now
- Approved Treasurer's report
- 11:20 Web Page Report and new Google Voice Mail H. Jolly
LEPC Website Update
- Nothing new on voicemail – no phone calls
- No new members – spam shows up on membership requests
- Henry Jolly will input the previous meeting minutes, etc. into website this week
- **ACTION:** Judy Harger will check the P.O. Box for mail
- 11:30 Committee Breakouts (lunch) Chairpersons
- Not enough representation to have committee meetings
- 11:35 Report on Committee Discussions Chairpersons
- All agreed to skip the meeting in July. The next meeting will be August 25 at the NMED offices located at 5500 San Antonio Dr, NE, Albuquerque, NM 87109
- Henry Jolly mentioned possibly having a table set up at the State Fair for LEPC– Sept. 10 – Sept. 26 (not on Monday or Tuesday) displaying information for LEPC
- Reviewed ACTION ITEMS:

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

- Michael Knazovich would like to encourage the Community Involvement Subcommittee to contact Tier II filers to send a Representative to the meetings
- **ACTION:** Michael and Eugene McPeek will send out letters to the Tier II distribution list in order to have more people at the meetings to staff the committees, make them aware of LEPC, and spur more interest
- **ACTION:** Have Liz Saavedra make direct contact with Representatives and also validate addresses – follow up on letters with phone calls
- **ACTION:** Eugene would like to get a copy of Tim Gablehouse's (CO.'s) By-laws as an example to compare ours
 - o By-laws state that we only require four (4) meetings a year, attended by four (4) active members and the Chairpersons
 - o Encourage guests to join as members through the website
- PIO – no committee to do Welcome Package
- Jane Hixson has been communicating with Tim Gablehouse regarding incorporating as 501 (c) 3
 - o We do not have to register as non-profit including the Attorney General's Office according to Tim – we are not a Charity
 - o We do not have to incorporate as a non-profit if Tier II gives a donation. Filing fees go into the General Fund
 - o Tax status – may still be able to register as 501 (c) 4 or may be able to get by without doing anything
 - o May be able to have donations run through NMEMA
 - o We need a broader range of attendees to vote on this issue
 - o **ACTION:** Jane will continue to work with Tim Gablehouse on this – what we should do with registering with the Attorney General's Office

11:45 Old Business M. Knazovich
 - Eugene McPeek will get Tier II group back together – Lee Shin

11:50 New Business M. Knazovich

- Henry Jolly asked if the By-laws mentioned if we have to do a commodity flow study of transportation. Target so it does not go through school zones – HazMat
- **ACTION:** Eugene McPeek: Planning Committee could discuss – who leaves streets and where do they deliver?– big project
- Jane Hixson said they did a Ports-of-Entry study a few years ago
- **ACTION:** MRCOG responsible to do study – Michael Knazovich will follow up with a letter to see if they have done a study recently
- Jane Hixson suggested that since we have some money in our account, maybe we should purchase software for Henry to do Conference Registration electronically. He said he just needs to use a plug-in to upgrade. He will look into it. Registration will open in January 2011
- **ACTION:** Discuss State Fair at August meeting
- **ACTION:** Jennifer Ickes will start checking on hotels for the 2011 Conference. She needs the dates from Diana de la Rosa
- Need new location for monthly meetings – August meeting will be at NMED

12:00 Adjourn

**NEXT LEPC MEETING: August 25, 2010, 11:00 a.m. to 1:00 p.m.,
 Location: NMED, 5500 San Antonio Blvd NE, Albuquerque, NM**
**If anyone would like to volunteer to provide lunch for this meeting, please send an email to:
 Secretary@lepcabq.org**

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