SERC MEETING
July 11, 2019
DHSEM

I. Call to Order, Introduction of Members
Cabinet Secretary Jacky Lindsey called the meeting to order at 9:03 a.m.
- Roll was called followed by introduction of members.
- Meeting was held at NMDHSEM

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II. Approval of Minutes from November 25, 2018.
- Jackie Lindsey motioned to approve previous minutes from November the 25, 2018 – seconded Dr. Paul Felsher and it was approved.

III. Administrative Items
- Secretary Lindsey established that she has all the appointment letters and asked if anyone needed a copy of theirs? No one answered.
IV. New Business

- Julie Jolly reviewed the By-Laws with the commission by reading them out load.
- Brian Simeone and Julie Jolly discussed Hazardous Material Safety Board membership turnout for last meeting and how we might encourage members to attend meetings.
- Brian Simeone and Julie Jolly discussed the current years HMEP grant activities and how many fees were collected.
- Secretary Lindsey asked Julie Jolly and Brian Simeone to identify gaps in our current HMEP funding opportunities and how it effects LEPC funding.
- Secretary Lindsey motioned to create a sub-committee to work on proper reporting mechanisms and proper Tier 2 reporting.
- Thomas Harzewski asked where the funding for Tier 2 reporting gets deposited. Who is collecting it and how is it used? He stated that Capt. Mark Rowley wanted to research this too. Perhaps the same sub-committee could look?
- Secretary Lindsey motioned to ask Capt. Mark Rowley to serve as lead for sub-committee. Dr. Paul Felsher seconded. All voted in favor. Leo Jaramillo motioned to change to Committee from a Working Group. Dr. Paul Felsher seconded. All voted in favor.
- Secretary Lindsey motioned to make a new sub-committee under Article 8; Hazardous Materials Communications Sub-committee is temporary. All voted in favor to create the sub-committee. Secretary Lindsey; motioned to change Committee to Working Group. Seconded by Leo Jaramillo. All voted in favor.
- Secretary Lindsey asked that the by-laws be passed to her once Julie Jolly made the edits to them.
- Leo Jaramillo motioned to elect Michael Wismer as second chair. Seconded by Dr. Paul Felsher. All voted in favor.
- Lt Thomas Harzewski talked a little on the orphan fund. Orphan Material Recovery Fund. DPS collects it and keeps it. Fund balances roll over every year. DPS has no way to fine people for this civil purpose. Recommendation is that NMED take over the fund for collection, management and funding.
- Secretary Lindsey motioned to recommend Eugene Mcpeek to the Governor as a member of the State Emergency Response Commission. Motion was carried and all voted in favor.
- Secretary Lindsey asked that Julie Jolly provide a certificate for Michael Wismer before the next meeting.

Contact information given for questions regarding LEPC, SERC, and Tier II:
- henry.jolly@state.nm.us
- www.nmdhsem.org
- Phone: 505-476-0617

V. Old Business

- No old business to address.
VI. Comments

- Secretary Lindsey asked if there were any public comments. There was no response.

VI. Action Items

1. Identify gaps in our current HMEP funding – **Assigned to:** Brian Simeone and Julie Jolly

2. Form a sub-committee to work on proper reporting mechanisms, proper reporting – **Assigned to:** Capt. Mark Rowley

3. Mark Rowley will be asked to form sub-committee and serve as lead, to work on proper reporting procedures and explore where Tier 2 funding goes – **Assigned to:** Lt Thomas Harzewski

4. Create a Hazardous Materials Working Group – **Assigned to:** Capt. Mark Rowley

5. Get an updated Certification letter for Michael Wisner – **Assigned to:** Julie Jolly

6. Email Distro Lists to SERC membership – **Assigned to:** Julie Jolly

7. Prepare DRAFT bylaws for Secretary Lindsey – **Assigned to:** Julie Jolly

8. Get NMED to take over the orphan Hazmat fund – **Assigned to:** Michelle Desmond

9. Get a certification letter for Eugene Mcpeek – **Assigned to:** Julie Jolly

VII. Adjournment.

- A movement was made to adjourn the meeting by Leo Jaramillo, was seconded by Michael Wismer. Motion was carried and all voted in favor.
- Next meeting will be at DHSEM at 9 AM – 11 AM on the 23rd of October of 2019.