

**SERC MEETING**  
 October 5, 2017  
 Dept. of Homeland Security  
 & Emergency Management  
 13 Bataan Blvd  
 Santa Fe, NM 87508

**I. Call to Order, Introduction of Members**

Cabinet Secretary M. Jay Mitchell called the meeting to order at 9:03 a.m.

- Roll was called followed by introduction of members.
- Meeting was held at the Department of Homeland Security and Emergency Management building in Santa Fe, New Mexico.

Walker	Susan	DHSEM/Bureau Chief	505-476-9640	Susan.walker@state.nm.us
Butch	Tongate	NMED	505-827-2855	butch.tongate@state.nm.us
Janine	Kraemer	NMED	505-476-4372	Janine.Kraemer@state.nm.us
Paul	Felsher	LANL	505-665-5398	pfelsher@lanl.gov
M.C.	Rowley	NMSP	505-660-5441	mark.rowley@state.nm.us
Henry	Jolly	DHSEM/SERC Coordinator	508-476-0617	henry.jolly@state.nm.us
M. Jay	Mitchell	DHSEM/Cabinet Secretary	505-476-9611	jay.mitchell@state.nm.us

**II. Approval of Agenda for October 5, 2017.**

- Secretary Mitchell motioned to approve agenda – seconded and approved.
- Previous minutes moved for approval – moved, seconded and approved.

**III. Administrative Items**

- Nomination of Janine Kraemer

**IV. New Business**

- The Secretary asked if there were any constraints on the nomination of a Public Health Representative
- Nominate Public Health Representative
  - o Janine Kraemer was nominated as the Public Health Representative
    - A vote was called and Janine was approved
- Annual SERC Report is being written
  - o Tier II 2016 Submittal Update
  - o Location and composition of next Safety Board
  - o HMEP Grant Update

#### **IV. New Business (Continued)**

- Mark Rowley gave the Domestic Nuclear Detection Office (DNDO) Status Briefing
  - o New RAD training is online
- Status of “NM Hazardous Materials Emergency Response Plan” and “Technician Certification Plan”
  - o Secretary Mitchell asked HHMER Plan Draft be sent out to all the SERC members for review and return to Henry Jolly by 15 November 2017 for release 17 January 2017.
- Briefing of LEPC Status for 2017
  - o There are 31 active LEPCs out of a possible 32 LEPCs
  - o LEPC Conference being held in conjunction with the DHSEM Conference again this year.
- Contact information given for questions regarding LEPC, SERC, and Tier II:
  - [henry.jolly@state.nm.us](mailto:henry.jolly@state.nm.us)
  - [www.nmdhsem.org](http://www.nmdhsem.org)
  - Phone: 505-476-0617

#### **V. Old Business**

- No old business to address.

#### **VI. Comments**

- Secretary Mitchell is now the National Emergency Management Regional Vice President for Region 6 IESRP Emergency Management Assistance Compact (IESRP) and briefed us on the region 6 compact.
- Secretary Mitchell asked if there were any public comments. There was no response.
- Secretary Mitchell asked if there were any commercial comments.

#### **VI. Action Items**

- Secretary Mitchell asked members to review DRAFT HMER Plan.
- Jay asked to have Don Shainin give WIPP update brief at the next SERC meeting

#### **VII. Adjournment.**

- A movement was made to adjourn the meeting, was seconded and approved.
- Next meeting will be in March of 2018 and will be held at DHSEM. Request was given not to have it on Thursday.