

APACHE COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEMBERSHIP AND ORGANIZATION SUBCOMMITTEE MEETING
SUMMARY MEETING MINUTES
August 20, 12:45 PM

Present:

Keli Sine-Shields, AC Public Health Service District
B. Scott Garms, SRP Coronado Generating Station
Gaylene Kirkhorn, AC Emergency Management
Byron James, Arizona Department of Environmental Quality

Call to Order: Byron James, subcommittee chairperson, called the meeting to order at 10:00 a.m.

Approval of June 15, 2009 Meeting Minutes: The minutes were approved unanimously.

Review of Draft Group I, Group III and Group IV LEPC Invitation Letters and Addressees: The draft letters were reviewed and approved to be mailed.

Group I letters will be sent to the mayors of St. Johns, Springerville and Eagar, with a copy to each town/city manager. Additional coordination with Apache County is needed regarding invitation to county elected officials. The Group I letters should be clear that only elected officials (and not their representatives) can apply for LEPC membership in the Group I category.

Subcommittee members felt Group III letters should be sent to the local newspaper(s) and radio stations.

Subcommittee members felt Group IV letters should initially be sent to watershed groups, irrigation districts, public school districts and churches. Additional organization types may be identified later.

Formulate Reports to LEPC:

The Subcommittee report to the LEPC should include an update on the Group V letters and the most recent decisions about Group I, III and IV letters. Also, LEPC leadership should ensure that at least five voting members (a quorum) are present at LEPC meetings. This could be accomplished via an extra column on the sign-in sheet.

Future Agenda Items: Agenda items for the next Subcommittee meeting will include an update on the invitation letters and an initial review of the LEPC Bylaws.

Call to LEPC Members: No Reports.

Public Comments: No Reports.

Date and Time of next meeting: Depending on availability, the Subcommittee will meet again on Wednesday, October 7, 10:00 a.m. (or soon thereafter).

Adjournment: The meeting adjourned at 1:10 p.m.