

Minutes of Initial NM WARN Meeting 10-19-07

Attendees: Anthony Martinez, Grants – anthony.martinez@ch2m.com
Chris Leslie, Sandia Peak Utility - cleslie@sandiaheightsservices.com
Roy Robinson, ABCWUA – rrobinson@abcwua.org
Jerry Lewis, NMED/DWB – jerome.lewis@state.nm.us
John Jones, Entranosa Water and Wastewater Co-op – entranosa@aol.com
Betty Behrend, Los Lunas Water System behrendb@loslunasnm.gov
Steve Glass, ABCWUA – sglass@abcwua.org
Ernest Thompson, City of Gallup – ethompson@ci.gallup.nm.us
Michael DeClerq, City of Gallup – mdeclerq@ci.gallup.nm.us
Matt Holmes, NM Rural Water Association – matt@nmrwa.org

1. Discussion of WARN committees and Selection of Members
 - A. Agreed to adopt a 2-committee structure
 - B. Executive Committee
 - 1) Consists of 5 members (within 50 miles of Albuquerque)
 - 2) Draft a written planning document that will cover all aspects of the NM WARN
 - 3) Will do the lion's share of the work
 - 4) Research, gather information
 - 5) Make proposals, create the agenda for the Steering Committee meetings, etc.
 - C. Steering Committee
 - 1) Consist of 13 – 15 members (15 max)
 - 2) Discuss proposals and agenda items
 - 3) Tweak, make minor changes to proposals
 - 4) Responsible for voting and making final decisions
 - 5) If the Steering Committee encounters a major stumbling block that cannot be resolved, that issue goes back to the Executive Committee for research and a new proposal.
 - 6) The five members of the Executive Committee can be members of the Steering Committee.
 - 7) Steering Committee members may attend meetings and vote via phone conferencing.
 - D. Executive Committee Members
 - 1) Matt Holmes, NM Rural Water association
 - 2) Roy Robinson, ABCWUA or designee
 - 3) John Jones, Entranosa Water and Wastewater Association
 - 4) Jerry Lewis, NM Environment Department, Drinking Water Bureau
 - 5) Vacant
 - E. Steering Committee Members (may change)
 - 1) Chris Leslie, Sandia Peak Utility
 - 2) Russell Church, Red River
 - 3) Patrick Bannegas, Anthony
 - 4) Betty Behrend, Village of Los Lunas

- 5) Ernest Thompson, Gallup
 - 6) Anthony Martinez, City of Grants – OMI
 - 7) NM Dept. of Public Safety (DPS)
 - 8) Dan Campbell, Raton
 - 9) District III, large system representative
 - 10) District IV, large system representative
 - 11-15) Executive committee members
2. Strategic Planning for direction of activities and moving the NM WARN forward
 - A. This will be the main responsibility of the Executive Committee
 - B. J. Lewis to contact Florida WARN and Texas WARN to see how they handled several issues related to their WARN agreements (indemnification and insurance) and lessons learned.
 - C. J. Lewis to contact the City of Santa Fe regarding membership in the Executive Committee
 - D. Matt Holmes to contact Colorado WARN and Utah WARN re lessons learned, pitfalls, etc.
 - E. Roy Robinson to e-mail finalized NM legislation authorizing the NM WARN, to all committee members
 - F. Roy Robinson to get specifications and other information related to website
 - G. John Jones agreed to assist in making calls to states
 3. Strategies for creating awareness and support for the NM WARN
 - A. Decided to leave this for the Executive Committee at a later date since this is not an immediate need.
 4. Preliminary discussion of WARN website
 - A. Possible website hosts include: ABCWUA, NM Municipal League, NMDPS
 - B. ABCWUA to consider hosting this website
 - B. Executive Committee to tackle this
 - C. Funding issues
 5. Regional training sessions on WARN basics
 - A. Look into possibility of regional trainings on the NM WARN, EMAC, etc.
 - B. NMRWA may be able to incorporate this into their statewide training program.
 - C. NMED/DWB to include WARN training/explanation into CWS sanitary surveys
 6. Decision regarding inclusion of water systems statewide in the WARN development process
 - A. Probably, not all water systems that want to participate in the decision making process, will be able to.
 - B. Alternatively, after each meeting, minutes of that meeting will be e-mailed to all committee members, all community water systems that serve >3300 people, other interested parties/water systems.
 - C. This will allow for review of the minutes, comments, input from all parties.
 - D. Please e-mail comments, concerns to Jerry Lewis or Matt Holmes.

7. Preliminary decision to e-mail the finalized NM WARN (once it is finalized) to all community water systems in NM for comment.

Acronyms

ABCWUA – Albuquerque-Bernalillo County Water Utility Authority

CWS – Community Water Systems

EMAC – Emergency Management Assistance Compact (interstate mutual aid)

NM DPS – NM Department of Public Safety

NMED/DWB – NM Environment Department, Drinking Water Bureau

NMRWA – NM Rural Water Association

WARN – Water Wastewater Alert Response Network