

GILA COUNTY, ARIZONA  
LOCAL EMERGENCY PLANNING COMMITTEE



## Gila County Local Emergency Planning Committee

5515 S. Apache Avenue, Suite 400  
Globe Arizona 85501  
928-425-3231 x8761

Revised 11/20/2008

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LOCAL EMERGENCY PLANNING COMMITTEE

BY-LAWS

SECTION 1. AUTHORITY

1.01 These By-Laws have been adopted pursuant to the requirement cited in Section 301, Title III, Superfund Amendments and Reauthorization Act of 1986 also called the Emergency Planning and Community Right-to-Know Act of 1986 (SARA).

SECTION 2. COMMITTEE

2.01 NAME: This committee shall be known as the Gila County Local Emergency Planning Committee (GCLEPC) hereafter called the Committee.

2.02 DISTRICT: The State of Arizona Emergency Response Commission (AZSERC) has designated each County within the State as a “planning district” effective July 17, 1987.

2.03 OFFICE: The administrative office of the Committee shall be in the Gila County Emergency Operations Center at 5515 S. Apache Avenue, Globe, Arizona, phone 928-425-3231 x8764.

SECTION 3. PURPOSE

3.01 The purpose of this Committee shall be:

- (a) To develop plans for reporting of hazardous material releases, emergency response to accidents/incidents involving hazardous materials and providing related information to the community.
- (b) To establish provisions for:
  - (i) Public notification of Committee activities
  - (ii) Public meetings to discuss the emergency plan
  - (iii) Receiving and responding to public comments
  - (iv) Disseminating the emergency plan.
- (c) To develop procedures for receiving and processing public requests for information under Sections 312 and 324, Title III of SARA.

SECTION 4. MEMBERSHIP

4.01 The Committee shall include, at a minimum, representation from each of the groups or organizations cited in Section 301, Title III of SARA.

- I. Elected state and local officials;
- II. Law enforcement, civil defense, fire fighting, first aid, health, local environmental, hospital and transportation personnel;
- III. Broadcast and print media;
- IV. Community groups to include non-profit and volunteer agencies;
- V. Owners and operators of facilities subject to the requirements of EPCRA and ARS 26-344 (known as Industry for the purposes of this document).

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- (a) Each group may consist of multiple members from listed disciplines within each group.

4.02 MEMBERS: Initial members of the committee shall be nominated by the Gila County Board of Supervisors and approved by the AZSERC (Arizona State Emergency Response Commission). The Board of Supervisors may also appoint additional members if a quorum of the remaining committee members cannot be convened within 30 days of vacancy(s) occurring.

- (a) Subsequent nominations of the Committee members or other changes in membership shall be made by the Committee and forwarded to the AZSERC for approval.
- (b) Members may select a designee/proxy by providing such election in writing to the committee chairperson at any time prior to a regular or special meeting, including at the time posted for a meeting to convene.
- (c) Members or their designee/proxy may also attend any regular or special meetings telephonically.
- (d) Organizations, agencies or individuals may petition the Committee for membership after attending a regularly scheduled committee meeting.
- (e) A membership roster shall be adopted in conjunction with these rules.

4.03 TERMINATION OF MEMBERSHIP: Membership may be terminated by:

- (a) Resignation: A Committee member may resign by means of a formal letter to the Committee
- (b) Recommendation: Upon recommendation by the Committee to and approval by the AZSERC, membership may be terminated for actions deemed detrimental to the Committee, e.g., failure to attend meetings.
- (c) Cause: A Committee member may be removed for cause by the majority vote of the membership.

SECTION 5. DISCLAIMER OF ENDORSEMENTS

5.01 No individual member or group of members of the Committee shall have the authority to endorse or recommend any product or service in the name of the Committee;

5.02 No individual member or group of members shall have the authority to endorse or recommend any candidate;

5.03 Only formal actions approved by the Committee shall be sanctioned by the Committee or its members.

SECTION 6. MEETINGS

6.01 REGULAR MEETINGS: Regular Committee meetings shall be bi-annual or when deemed necessary, at a time and place designated by the Chairperson, for the purpose of doing official business of the Committee.

6.02 SPECIAL MEETINGS: Special meetings shall be held at the call of and at a time and place designated by the Chairperson. Only the business that necessitated the calling of the Special Meeting may be considered during such meeting.

6.03 NOTICE OF MEETINGS: Notice of any meeting of the Committee shall be posted in accordance with the State of Arizona open meeting laws. Such notice shall outline as far as practicable,

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the matters to be considered at such meeting including specific issues. Notice of all meetings of the Committee shall be given to each member via mail, email contact or telephone.

6.04 QUORUM: A quorum will constitute attendance by a minimum of three (3) committee members representing at least three (3) of the groups defined under SARA Title III (Section 4 of these By-Laws). Attendance by a member or their designee/proxy teleconference or video conference shall be allowed.

6.05 VOTING: Each member present at a regular or special meeting of the Committee shall be entitled to one (1) vote. Motions shall be carried by the majority vote. Voting by designee/proxy shall be allowed. Decisions on any question at a meeting of the Committee shall be by majority vote of members present and voting.

SECTION 7. PRINCIPAL OFFICERS

7.01 Principal officers shall be the Chairperson, Vice Chairperson and Coordinator. All officers shall be appointed by the Committee.

7.02 CHAIRPERSON: The Chairperson shall preside at all meetings of the Committee. The Chairperson shall have general charge and supervision of the affairs of the Committee and shall perform such other duties as may from time to time be assigned by the Committee.

7.03 VICE CHAIRPERSON: At the request of the Chairperson, or in the event of his or her absence or disability, the Vice Chairperson shall perform any and all duties of the Chairperson. The Vice Chairperson shall have such other powers and perform such duties as the Chairperson may assign from time to time.

7.04 COORDINATOR: The Coordinator shall provide necessary administrative support to the other principal officers and the committee including attending and keeping the minutes of all meetings and such other duties as the Chairperson may assign from time to time.

SECTION 8. SUBCOMMITTEES

8.01 APPOINTMENT: The Committee Chairperson, with the approval of the Committee, may appoint such advisory and administrative subcommittees, as he deems necessary and shall determine their duties and functions consistent with the provisions of Title III of SARA.

8.02 QUORUM: Two-thirds of the subcommittee members shall constitute a quorum, but a lesser number (not less than two) may hold a meeting. Attendance by teleconference or video conference shall be allowed. Attendance by designee or proxy will not be permitted.

8.03 CHAIRPERSON: The Subcommittee Chairperson shall be recommended by the subcommittee and appointed by the Committee Chairperson. The business and affairs of the subcommittee shall be managed and controlled by the subcommittee chairperson.

8.04 VOTING: Except as otherwise specifically prescribed in these By-Laws, all decisions at any meeting of a subcommittee or other task group established pursuant to Section 8.01, shall be by majority vote of those present and voting. Each member shall have one vote and voting by proxy shall not be permitted.

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8.05       TERMINATION: Subcommittee membership may be terminated by the Committee after appropriate hearing or by resignation. Three consecutive unexcused absences from regular meetings of the subcommittee may constitute grounds for termination.

8.06       VACANCIES: Any vacancy in the subcommittee may be filled temporarily by appointment by the Committee Chairperson and such appointee will serve until the next ensuing committee meeting at which time such appointment will be confirmed or terminated by the Committee.

8.07       MEETINGS: Meetings of the subcommittee shall be held at the call of the subcommittee chairman.

SECTION 9.       AMENDMENTS

9.01       Amendments of these by-laws consistent with Title III of SARA may be adopted at any meeting of the Committee at which a quorum is present; provided however, that meetings of the members must contain reasonably adequate notice of the terms of the amendments proposed.

SECTION 10.     ADOPTION

10.01       Adopted by majority vote of the Committee this 20<sup>th</sup> day of November, 2008.

Local Emergency Planning Committee  
Gila County, Arizona

By: \_\_\_\_\_  
Matt Bolinger, M.D.  
Chairperson, GCLEPC

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SECTION 11. MEMBER LISTING

11.01 Revision Date: 11/19/2009

CHAIRMAN: Matt Bolinger, M.D., Director  
Group II: Gila County Emergency Management  
Public Health & Public Health Preparedness  
Preparedness 5515 S. Apache Ave., Ste 400  
Globe, AZ 85501  
[mbolinger@co.gila.az.us](mailto:mbolinger@co.gila.az.us)  
Office: 928-402-8764  
Fax: 928-425-7714  
Cell: 928-701-7000

VICE-CHAIRMAN: Tommie Martin, Supervisor  
Group I: Dist.1/ Board of Supervisors  
Elected Official Gila County  
714 S. Beeline Hwy  
Payson, AZ 85541  
[tmartin@co.gila.az.us](mailto:tmartin@co.gila.az.us)  
Office: 928-474-2029  
Fax: 928-402-0190

COORDINATOR: Debra Williams  
Group II: Gila County Emergency Management  
Emergency & Public Health Preparedness  
Management 5515 S. Apache Ave., Ste 400  
Globe, AZ 85501  
[dwilliams@co.gila.az.us](mailto:dwilliams@co.gila.az.us)  
Office: 928-402-8763  
Fax: 928-425-7714  
Cell: 928-701-1811

MEMBER: Sheriff John Armer  
Group II: Gila County Sheriff's Office  
Law Enforcement 1100 South Street  
Globe, AZ 85501  
[jarmer@co.gila.az.us](mailto:jarmer@co.gila.az.us)  
Office: 928-425-4449  
Fax: 928-402-1080

MEMBER: A.J. Howell, Battalion Chief  
Group II: Tri-City Fire Department  
Fire Fighting P.O.Box 83  
Claypool, AZ 85532  
[tcf213@tricityfiredistrict.com](mailto:tcf213@tricityfiredistrict.com)  
Office: 928-425-0815  
Fax: 925-473-2991  
Cell: 928-812-2991

MEMBER: Nick Renon, Captain  
Group II: Globe Fire Department  
Fire Fighting 175 North Pine Street  
Globe, AZ 85501  
[nrenon@yahoo.com](mailto:nrenon@yahoo.com)  
Office: 928-425-4432  
Fax: 928-425-4431

MEMBER: Stoney Burke  
Group III: Copper Country Newspaper  
Media 247 S. Hill Street  
Globe, AZ 85501  
[dfburke@cableone.net](mailto:dfburke@cableone.net)  
Tel: 928-425-6683  
Fax: 928-425-6535

MEMBER: Carmen C. Corso  
Group IV: 475 S. East Street  
Community Group Globe, AZ 85541  
Tel: 928-425-4745

MEMBER: Dave Wales, Health and Safety  
Group V: Manager  
Industry Freeport-McMoran  
P.O.Box 4444  
Claypool, AZ 85532  
[Dave.Wales@fmi.com](mailto:Dave.Wales@fmi.com)  
Office: 928-473-7126  
Fax: 928-473-4245