

# DEPARTMENT OF PUBLIC SAFETY

## NEW MEXICO STATE POLICE

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Deputy Secretary—Emergency Service

**Roxanna M. Knight**  
Deputy Secretary—Administration

November 5, 2004

University of Texas at Dallas  
James C. Staves, II  
P.O. Box 830688, EC 32  
Richardson, TX 75083-0688

Dear Sirs:

Thank you for taking the time to meet with me on October 19, 2004 to discuss E-Plan. After careful review, I believe E-Plan will be of great value to First Responders in New Mexico. It is my understanding that E-Plan is supported by EPA, and is therefore available to New Mexico at no cost. I understand that access to our data will only be provided to emergency response personnel with a "need to know", or others, at our discretion, and that the University of Texas at Dallas will forward any request for access to our data to us for concurrence. In New Mexico, we utilize the EPA Tier II submit software, and require electronic reporting by our regulated facilities. I propose that the most convenient method for providing that data to you would be on compact disk, in CAMEO / Tier II Submit format, on an annual basis. In the future, we may wish to explore options for utilizing E-Plan's on-line Tier II submit filing functions to facilitate Tier II form submission to our agency and Local Emergency Planning Committees (LEPCs), which could eliminate the need for providing data CDs.

I will serve as your principal point of contact for matters pertaining to data exchange and to training of system user's, I will also provide you with lists of personnel that should be provided user IDs and passwords for system access.

Having been a first responder for many years, I appreciate the value of the information being offered through this system. I look forward to working with you to bring this powerful tool to our first responders.

Sincerely,

Don Shainin  
Hazardous Materials Coordinator

Cc: Timothy Manning, Director  
Office of Emergency Management

DS/ec

Office of the Secretary

827-3370

Special Investigations  
841-8053

Office of the Chief  
New Mexico State Police

827-9002

Training and Recruiting  
827-9251

Office of Emergency  
Management

476-9600

Information Technology  
827-9115

Technical and Emergency Support

827-9133

Motor Transportation  
827-0321

Support Services  
827-9016

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