

Utah State Hazardous Chemical Emergency Response Commission

Advisory Committee (SERCA) Member Responsibilities

The Utah Hazardous Materials Emergency Act ([53-2a-702](#)), established the “Utah Hazardous Chemical Emergency Response Commission” and authorized the Commission to carry out all responsibilities assigned to the State in the federal [Emergency Planning and Community Right-To-Know Act](#) (EPCRA). The body is known as the State Hazardous Chemical Emergency Response Commission (SERC) in EPCRA. The SERC established the State Emergency Response Commission Advisory Commission (SERCA) to advise and recommend action to the SERC. The duties of the SERCA are provided in Utah Administrative Rule Subsection [698-5-4](#). The SERCA meets quarterly, usually directly before the quarterly meeting of the SERC.

Open positions in the SERCA are posted on the State listing of boards and commissions for the [SERC](#). Any citizen of the state of Utah can submit an application for membership to the SERCA if they are a member of the group lacking representation. An application can be obtained from the Utah Division of Environmental Response and Remediation (801) 536-4100.

Members of the SERCA are responsible to:

Attend the quarterly SERCA meeting either in person or electronically. More than two unexcused absences during a 12-month period is grounds for dismissal. Members may also occasionally delegate another person to attend in their place. Per diem and travel expense reimbursement is available.

Provide appropriate input and guidance concerning topics under discussion, such as:

- Assisting Local Emergency Planning Committees to function effectively.
- Appropriate response to hazardous materials spills.
- Appropriate use of chemical inventory and use data submitted under EPCRA.

The SERCA Chairperson serves for two years and:

- Conducts SERCA meetings, generally in accordance the principles of Robert’s Rules of Order.
- Assists DEM and DEQ to review the previous meetings minutes.
- Assists DEM and DEQ in the preparation of the next meeting’s agenda.

The SERCA Co-chairperson serves for two years and then becomes the chairperson. The Co-chair assists the Chair in their duties and conducts meetings in the absence of the Chairperson.