

CREW Fall Quarterly Meeting Minutes

Held at the Dunsmuir Lodge

1515 McTavish Road
Sidney, BC Canada

Friday, October 17, 2008

(Strategic Planning Retreat, Thursday, October 16, 2008)

10:00 AM Board Business Meeting:

1. President Bob Zimmerman called the meeting to order at 10:07 am. A quorum was present. All members introduced themselves and all guests were welcomed to this meeting which followed a 1-day Strategic Planning retreat at the same location.

2. Below is the attendance list for the meeting:

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
Executive Board:					
Robert Zimmerman	President	Boeing	X		
Andre LeDuc	Vice President	University of Oregon	X		
Steve Charvat	Secretary	University of Washington	X		
Timothy Walsh	Treasurer	WA State Dept. of Natural Resources	X		
Bob Freitag	Executive Director	CREW	X		
Board of Directors					
Stacy Bartoletti	Board Member	Degenkolb Engineers	X <i>(for retreat only)</i>		X
Tamra Basco	Board Member	FEMA Region X		X	
Maiclaire Bolton	Board Member	BC Provincial Emergency Program	X		
Gail Dreckman	Board Member	Bonneville Power Admin.			X
Jim Goltz	Board Member	California OES Northern Regional Administrator		X	
Matthew Mabey	Board Member	Oregon Department of Transportation	X		
Charlie Macaulay	Board Member	Global Risk Consultants	X <i>(for retreat only)</i>		
Vaughan Mason	Board Member	WorkSafe Technologies			X

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
Ines Pearce	Board Member	Pearce Global Partners			X
Woody Savage	Board Member	USGS			X
Fredrick Savaglio	Board Member	Virginia Mason Hospital	X		
Joan Scofield	Board Member	Office of the Insurance Commissioner	X		
Tracy Skinner	Board Member	WSRB			X
Dave Spicer	Board Member	US Army Corp of Eng.	X		
Bill Steele	Board Member	University of WA Geophysics Program	X		
Ann Steeves	Board Member	Oregon HHS Region 2			X
Maillian Uphaus	Board Member	WA State EMD	X		
Yumei Wang	Board Member	DOGAMI			X
Craig Weaver	Board Member	USGS			X
James Whyte	Board Member	BC PEP			X
CREW Members:					
James Bela	Member	OR EQ Awareness	X		
Wendy Freitag	Member	WA State EMD	X <i>(for retreat only)</i>		
Caitlin Harrison <i>(alternate for Bill Whyte)</i>	Member	Public Safety Canada	X		
Ryan Ike	Member	FEMA Region X	X <i>(for retreat only)</i>		
John Schelling	Member	WA State EMD	X		
Brian Sherrod	Member	USGS	X		
Patti Sutch	Member	WSSPC	X <i>(for retreat only)</i>		
Visitors/Guests/:					

2. Approval of Minutes

Secretary Steve Charvat presented the DRAFT minutes of the July 12008 meeting, held in Portland, Oregon at the DOGAMI offices. Maillian Uphaus moved and Fred Savaglio seconded the minutes to be approved as presented. The motion was approved unanimously with no corrections.

3. Financial Report

Treasurer Tim Walsh presented a general overview of the current CREW financial report. CREW currently has \$702.15 balance in saving and \$22,829.17 in checking with \$7,904.14 in receivables (primarily an outstanding FEMA billing). There currently no other outstanding receivables. This does not include the final resolution of the National Earthquake conference. Fred Savaglio moved and Joan seconded approval of the minutes as presented. The motion passes unanimously.

4. Results of Retreat (held on 10/16/08) The Board reviewed the results of the previous day's retreat with the assistance of Bob Parker and Adam Crawford from the Community Planning Workgroup. This was a good start in revising the Mission as well as developing a Vision, discussion of membership categories and structure, and the ultimate assembly of a final product including a detailed project implementation plan. The facilitators will further distill the work of the retreat participants and provide additional suggestions and recommendations. Bill Steele suggested that an earlier report containing the common suggested projects/initiatives be presented to the Board so that we could more rapidly expend any additional funds before the end of the CREW fiscal year.

There will be approximately \$10,000 that CREW will have to expend by the end of the fiscal year (March 31, 2009) and we would like to discuss. The final draft of the Strategic Plan will be circulated to the Executive Board prior to the next meeting in January and the entire membership at least 2 weeks prior to the next Board meeting.

Joan Scofield suggested that the January Board meeting should focus on cleaning up the By-Laws as well as the proposed new Strategic Plan. There needs to be a new ad-hoc committee formed to review the current CREW By-Laws. Tim Walsh volunteered to chair this committee and Joan Scofield, Andre Le Duc, John Schelling and Bill Steele also volunteered to be on the Ad-Hoc Rules Committee to work on this project prior to the January 2009 Board meeting. There also was discussion of moving forward on developing a crustal event publication as a commonly-chosen initiative of the Board members (Bob Freitag wrote down the volunteer names). This will be chaired by Brian Sherrod. There was also discussion of how the DRB business recovery toolbox will finally be "officially" rolled out. It was suggested that Ines Pearce make a presentation at the January 2009 Board meeting.

The next CREW Board meeting will be held on Wednesday, January 21, 2009 location near Seattle (likely at the UW) from 10 am – 2 pm. The next Executive Board meeting will be on November 5th (with some allowed to call-in via teleconference).



5. New Business

Election of Officers – A new slate of officers for the 2008-2009 was presented. The following officers were presented for review and vote:

- a. President: Andre LeDuc (Maiclaire Bolton nominated and Joan Scofield seconded), Stacy Bartoletti (nominated by Dave Spicer and seconded by Maillian Uphaus). Stacy's name was removed from consideration due to the Board being unable to confirm his interest of serving (he was not present). Andre LeDuc was voted unanimously as the new Incoming President.
- b. Vice President: Joan Scofield nominated and Jim Goltz seconded the nomination of Maiclaire Bolton for the position of Vice President. She was voted unanimously.
- c. Secretary: Joan Scofield nominated and Fred Savaglio seconded the nomination of Steve Charvat as Secretary. The motion was approved unanimously.
- d. Treasurer: Maillian Uphaus made a motion to nominate Tim Walsh as Treasurer. The motion was seconded by Maiclaire Bolton. Tim was voted in unanimously.

Members of the Board warmly welcomed the officers to their newly-elected positions.

As the newly-elected incoming President, Andre LeDuc read a letter out loud to outgoing CREW President Bob Zimmerman recognizing his 10+ years as President of CREW. Bob was also presented with a gift. Bob Z will be missed for his consistent and strong leadership of CREW.

The CREW Board of Directors Fall 2008 Quarterly Business Meeting adjourned at 11:20 am.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Steven J. Charvat". The signature is written in a cursive style with a large initial "S".

Steven Charvat, CEM
CREW Secretary