

CREW Quarterly Meeting Minutes
Held at Washington State Department of Revenue
Tumwater, Washington
July 20, 2006

10:00 AM Business Meeting:

1. Bob Zimmerman called the meeting to order at 10:05 pm. A quorum was present. He noted the meeting highlights (1) Election of the Board and (2) Discussion of a National Earthquake Conference.
2. Below is the attendance list:

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
CREW Board Members:					
Robert Zimmerman	President	Boeing	X		
Gail Dreckman	Vice Pres.	Bonneville Power Admin.	X		
Steve Charvat	Secretary	University of Washington	X		
Timothy Walsh	Treasurer	WA State Dept. of Natural Resources	X		
Bob Freitag	Executive Director	CREW	X		
Farshad Amiri	Board Member	Small Business Owner			X
Stacy Bartoletti	Board Member	Degenkolb Engineers		X (pm only)	
			X		
George Crawford	Board Member	WA Emergency Management Division		X (pm only)	
Rich Eisner	Board Member	California OES Northern Regional Administrator			X
TJ Harmon	Board Member	Snohomish County			X
Chris Jonientz-Trisler	Board Member	FEMA Region X		X	
Andre LeDuc	Board Member	University of Oregon			X
Matthew Mabey	Board Member	Oregon Department of Transportation			X
Vaughn Mason	Board Member	WorkSafe Technologies			X
Michael Park	Board Member	Intel			X
Ines Pearce	Board Member	City of Seattle	X		
Patricia Reuter	Board Member	City of Portland EM)	
Woody Savage	Board Member	USGS			X
Fredrick Savaglio	Board Member	Virginia Mason			X
Joan Scofield	Board Member	Office of the Insurance Commissioner	X		
Dave Spicer	Board Member	US Army Corp of Eng.			X
Bill Steele	Board Member	University of WA Geophysics Program		X	
Judy Van Swieten	Board Member	University of BC			X
Craig Weaver	Board Member	USGS		X (pm only)	
Bill White	Board Member	Canada - PSEPC		X	
James A. Whyte	Board Member	British Columbia			X

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
Jay Wilson	Board Member	OR Emergency Management Div.	X		
Visitors:					
Andy Bohlander	Guest	Washington State EMD	X		
MaiClaire Bolton	Guest	BC Provincial Emergency Program	X		
Kelly Kasper	Guest	American Red Cross – King & Kitsap County	X		
David Mayer	Guest	Bonneville Power Administration	X		
Vicky McConnell	Guest	Oregon Dept. of Natural Resources	X		
Kelli McReynolds	Guest/ Alternate	BC Emergency Management	X		
Krista Mitchell	Guest	Oregon Natural Hazards Group	X		
MAJ Phil Osterli	Guest	Washington National Guard	X		
Ron Smith	Guest	BBW Oregon	X		
Teri Stinson	Guest	BBW-Oregon	X		
Patti Sutch	Guest	WSSPC		X (pm only)	

2. Approval of Minutes

Steve Charvat presented minutes of the April 12, 2006 meeting. Kelli McReynolds moved and Tim Walsh seconded that the minutes be approved as presented. The motion was approved unanimously.

3. Financial Report

Tim Walsh presented the financial report. As of the close of the last quarter, CREW had total assets of \$33,451.61 (\$30,768.50 in checking, \$2,994.06 in savings, \$8,993.48 in receivables, and no outstanding invoices). Joan Scofield moved and Gail Dreckman seconded that the financial report be approved. Motion approved unanimously.

4. Project Team Reports

- a. Business/Homeowners Risk Reduction (Ines Pearce) – The DRB Toolkit. They are in the process of hiring a technical firm. Goal for written document completed in November 2006. The interactive version should be ready by February 2007. Bob Freitag and Ines Pearce gave a historical of the Disaster Resistant Business toolkit project, the post-Nisqually CREW video, the 3-year process of

working with businesses to write the document and tool. The online FREE tool will provide a menu of customizable options. In the past, CREW obligated \$5,000 that has been unspent on this project that should be spent as soon as possible. The toolkit will be hosted on the Seattle Project Impact website; however, users' data will be stored locally on the users' computers. Another option will be available on a CD-ROM. There was a discussion of how the online program's source code would be retained by Project Impact. The group discussed the difference between this product the IBHS for-fee product.

Ines reported that Craig Weaver, representing CREW, attended a meeting recently regarding loss of the Alaska Way Viaduct. Craig reported that they will be doing a seismic study under the Viaduct in August 2006. Craig has had limited contact with the neighborhood group over the past few month, which did receive a grant/funding for their efforts.

- b. Emergency Management Organizations – Jay Wilson spoke on the Pacific Peril exercise. The noted that the late May 2006 exercise involved an earthquake scenario, using the CREW Cascadia Subduction scenario as the basis for the exercise. Many CREW members were present. The exercise was hosted and facilitated via the US Department of Transportation and tested the delivery of services to the coast following a major earthquake and related tsunami. Six Oregon coastal counties were involved as well as the US Department of Defense. It was well-attended by nearly 450 participants. Due to its size, the exercise broke out into various break-out sessions.

This event started 12-hours into the event after the tsunamis have subsided and how the various state departments of transportation will support the recovery efforts. Primary focus on staging and increased public information and community self-help/personal responsibility. It was be a 3-day event, with the first day primarily focused on training. This event will focused primarily on coastal communities using a compressed time-frame.

The After-Action Reports from this event is still “in process.” The Oregon counties that participated received a tremendous amount of benefit from their participation. The long-term recovery issues related to many of the same issues of the New Orleans “Hurricane Pam” event many years ago: Special Needs population planning as a critical part of earthquake planning.

Kelli McReynolds noted that 12 Canadian officials participated and were impressed, primarily the local participants. This prompted the interest by Canadian officials for hosting a similar exercise in March 2007 in British Columbia with a focus on long-term recovery and consequence management activities.

Bob Freitag reported that Ms. Lou Clark will be compiling the results of both Blue Cascades III and Pacific Peril to add an addendum to the CREW Cascadia report to include consequences. Bob suggested a Scenario After-Action committee to assist including Ms. Clark, to include Kelly McReynolds, Fred Savaglio (volunteer Chair), Jay Wilson, Maiclaire Bolton, Bob Freitag, Tim Walsh and Chris Jonietz-Trisler, and Dolph Deimont. Suggested meeting dates in late August (18 or 25) likely in the Seattle area.

- c. Scenario Development (Benioff within Portland Area) – Craig Weaver was not present to discuss this item. Tim Walsh and Bob Freitag noted the history of developing a scenario of a Portland Hills Fault. Bill Steele noted that the Cascadia threat dominates the Portland area planning more than an “in-slab” earthquake directly impacting the Portland area. There was in-depth discussion of the values of this activity (which has been debated for over a year) and the value of any project to the Portland area and what their needs are. No resolution of this activity was determined at the meeting.
- d. Professional Community Involvement (Andre LeDuc) – *POSTPONED till the next meeting*
- e. Cannon Beach Project – Tsunami Workshops On behalf of Andre, Krista Mitchell updated the Board on this project. There were a number of highly-attended public meetings since March 2006. The Cascadia CREW scenario was the basis for these public meetings and workshops. The primary issues people, economic, land-use and critical infrastructure/facilities was the focus. The inundation zone maps were used as a basis for discussion with the community. Various brainstorming meetings were conducted as well as functional groups to discuss “next steps”.

Primary lessons learned: difficulty of getting people to focus on long-term recovery *after* the first 72 hours. This pilot project had 3 phases. 1st phase involving Cannon Beach is now done discussing the methodology used for this process. The #1 community issue was dealing with critical infrastructure (water, power, roads). A set of post-Forum recommendations was developed, including the formation of Policy Committee in Cannon Beach, development of

a post-disaster recovery ordinance....For more information and copies of the full report (including technical appendices) can be found at <http://www.oregonshowcase.org> contains much more detailed information. This project was also showcased at last week's Natural Hazards Conference in Boulder, CO.

- f. National Earthquake Conference in 2008 (Craig Weaver) – *Tabled until the afternoon session.*
- g. Grants Committee (Andre LeDuc) – No updates or report.
- h. Quarterly Meeting Program (Joan Scofield) – Joan reported that she has no future new issues. A date/location is needed. Plan is to have next meeting October 18 or 19, 2006 (Wednesday/Thursday). This meeting will be primarily for the election of the Board of Directors It was suggested be in Victoria or Vancouver, BC.

5. New Business

- a. Election of Board Member – A slate of 2006-2007 CREW Board members was presented to the membership prior to today's meeting. Bob Zimmerman noted how the slate was presented to ensure even representation by all disciplines. The vast majority of the slate are re-election positions, with the exception of Mr. Jim Goltz from Northern California who has been added as a new member. There was discussion on Mr. James Whyte of British Columbia Emergency Management and his lack of direct participation in CREW activities and whether he should be on the 2006-2007 Board slate.

Tim Walsh suggested that the By-Laws be revised to allow for alternate/proxy votes and possibly removing board members due to inactivity. Tim Walsh moved that we vote on the slate of Board members with the adjustment the removal Mr. James Whyte due to his inability to participate in future board meetings. Ines Pearce seconded the motion. The motion approved unanimously.

The full board of revised board slate members was passed unanimously.

LUNCH BREAK

6. Afternoon Program:

The CREW Business Meeting re-convened at 1:30 pm.

Discussion of 2008 National Earthquake Conference

Bob Freitag provided some background on the event. CREW has been discussing this for some time with WSSPC regarding a west coast venue. Initial discussion of a conference of ~500 attendees (1/2 local). The two date options that would work are both March and May 2008 as part of the working parameters.

Patty Sutch had a hotel broker look at available hotels in Seattle, Tacoma, Bellevue and Tacoma. None of the initial preferred 4 were available. However, they ended up with 2 downtown Seattle hotels, 1 at Sea-Tac, 1 at Bellevue and 5 in Portland, 1 in Tacoma and 1 in Vancouver. The Seattle hotels could not provide government per-diem (\$124/night). The downtown Portland Hilton and Marriott would provide government per-diem. The other issue when negotiating complementary meeting room rates is getting adequate sleeping room nights.

The bottom line was to think of Portland due to government per-diem rates, dates availability and complementary meeting room policy. There was a preference for a downtown location. Bob: from a hotel standpoint, the Marriott would have the least risk due to price. If Portland was selected, would there be enough “extra curricular” events (Case studies, day field trips) and activities to support off-site conference activities? There needs to be a local committee in the Portland area and CREW would need to hire a local logistical person to handle the site specifics. The major concern with the Portland officials is if this event would conflict with the re-scheduled TOPOFF IV event. Overall, March would work better, schedule-wise.

There were discussions over whether Seattle/Bellevue should still be considered. The Board also discussed the scheduling of this event to avoid the lengthy hurricane season. Ines informed the Board that she just called the Seattle Board of Tourism to try and negotiate on behalf of CREW with the Seattle hotels to get a better rate or availability. The Canadian contingent also noted a preference for a Seattle location. Many of the Board members noted that the Seattle area has a much more richness of potential field trips and that May is a preferred month due to the better weather.

Stacy B. noted that the EERI had their national conference in 2004 and the WSPCC conference in 2004 in Portland. The committee began discussing hosting the general sessions in an alternate facility other than a hotel... “out of the box”. There was also discussion of jointly holding this conference with other organizations. Crucial decisions soon will be date and location. The Board came to a revised consensus that Seattle is the preferred alternative. A small committee of Patti Sutch, Ines Pearce and Bob Freitag will renegotiate with Seattle venues. If nothing pans out, the board concurred that the Portland area would be considered as an alternate.

Resolved Conference Planning Parameters:

- May Date (avoid TOPOFF IV which date will be decided in August 7, 2007)
- Seattle – First Choice, Portland is 2nd Choice
- One primary hotel with other satellite hotels possible (and convention center)
- Downtown location
- Look at using downtown Theaters for General/Plenary sessions
- Possibly reduce concurrent breakouts from 9 to 5/6
- Plenty of room for vendors to reduce overall attendee cost
- Planning Task Force to report back by August 14th at 9 am PST (conference call) with intent to make decision on date and venue(s).

Other Issues

- Andy Bohlander noted that Washington State EMD will be distributing a new poster soon.
- TOPOFF update: The federal government has proposed the following dates for TOPOFF IV: May 2007, October 2007 or May 2008 as options being considered. The May 2008 date may impact the deliberations for the 2008 National Earthquake Conference logistics.
- Workshop on High-rise Evacuations – CREW and Seattle Public Utilities have been asked by WSEMA (Roger Serra) to develop a workshop with “a handful of people” from the downtown high-rise management community on how to conduct an emergency evacuation for earthquakes. Someone from USGS, Bob Freitag, Ines Pearce and Stacy Bartoletti should be involved. Ines talked about the issue of Seattle Fire Code.

The Board noted concerns over the role of CREW being involved in a city-specific fire code and evacuation procedures; however, they did agree that CREW could convene a multi-discipline group to discuss this issue. The Board requested more detailed information from Roger Serra before proceeding.

The meeting adjourned at 3:10 pm.

Respectfully Submitted,



Steven Charvat, CEM
CREW Secretary