

CREW Summer Quarterly Meeting Minutes

Wednesday, August 1, 2007

Washington State Emergency Management Division, Building 20
Camp Murray, WA

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
CREW Board Members:					
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		
Farshad Amiri	Board Member	Small Business Owner			X
Stacy Bartoletti	Board Member	Degenkolb Engineers			X
Maiclaire Bolton (<i>alt. for Jim Whyte</i>)	Board Member	BC Provincial Emergency Program	X		
George Crawford	Board Member	WA Emergency Management Division			X
Gail Dreckman	Board Member	Bonneville Power Admin.			X
Jim Goltz	Board Member	California OES		X	
TJ Harmon	Board Member	Snohomish County			X
Chris Jonientz-Trisler	Board Member	FEMA Region X			X
Matthew Mabey	Board Member	Oregon Department of Transportation	X		
Charlie Macaulay	Board Member	GRC	X		
Vaughan Mason	Board Member	WorkSafe Technologies	X		
Ines Pearce	Board Member	Pearce Global Partners		X	
Gerry Peters	Board	Canada - PSEPC			X

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
	Member				
Fredrick Savaglio	Board Member	Virginia Mason		X	
Joan Scofield	Board Member	Office of the Insurance Commissioner		X (part)	
Tracy Skinner	Board Member	WA State Survey & Rating Bureau	X		
Dave Spicer	Board Member	US Army Corp of Eng.		X	
Bill Steele	Board Member	University of WA PNSN	X		
Craig Weaver	Board Member	USGS	X		
Woody Savage	Board Member	USGS		X	
Jay Wilson	Board Member	OR Emergency Management Div.	X		
CREW Members/Visitors/Guests:					

Lou Clark	Staff/Guest	CREW	X		
Jim Mullen	Guest	WA EMD	X		
Jenny Pearce	Guest	University of Oregon	X		
Dave Nelson	Guest	WA EMD	X		
Jama Hawk	Guest	WA State Housing Finance Commission	X		
Kelly Kasper	Guest	Red Cross	X		
Dalton Gamboa	Guest	WA EMD	X		
Phil Osterli	Guest	WA Military Dept.	X		
Kim Michel	Guest	WA EMD	X		
Ed Brighton	Guest	Community Volunteer	X		
Glen Granholm	Guest	Safe-T-Proof	X		
Maillian Uphaus	Guest	EMD	X		
John Himmell	Guest	WA State DOT	X		

10:00 am Business Meeting:

Welcome and Call to Order – In President Bob Zimmerman’s absence, Vice President Andre LeDuc called the meeting to order at 10:00 am. A quorum was present. Members and guests each introduced themselves.

EMD Director Jim Mullen welcomed the group to State EMD and State EOC. Jim gave a brief history of the Disaster Resistant Toolkit back to 1997 including a number of other innovative local mitigation projects supported by FEMA (i.e., Project Impact). Jim previewed the Disaster Resistant Toolkit item that was recently presented to the NEMA Mitigation Committee, which received support for the product. Jim also informed the CREW members of a new/proposed approach to disaster recovery on a statewide basis. This concept would involve the appointment of a “czar” and written plan, with a high-level committee comprised of corporate leaders, etc... This new program should be developed *prior* to the next major disaster.

Approval of May 14, 2007 Meeting Minutes – Vaughn Mason moved to approve the minutes, seconded by Jay Wilson. Amendments offered. The minutes were approved as amended. Jim Goltz corrected his title to CA OES Earthquake and Tsunami Program.

Financial Report:

Tim Walsh was absent to provide his report. CREW Executive Director Bob Freitag gave a general report as of the end of the quarter CREW had approximately \$20,000 in savings, a \$75,000 FEMA grant (of which ~\$30,000 is “uncommitted” and available for project funding through March 30, 2008) and a pending \$25,000 grant from the USGS to support the 2008 National Earthquake Conference.

Project Team Reports:

1. Business/Homeowner Risk Reduction Team:

The Disaster Resistant Business (DRB) Toolkit funding and scoping proposal was presented at today’s meeting and via email prior to the meeting. Ines Pearce briefed the Board on the delay of the edits. The next step is to test the tool using a sample small and medium-sized company. The latest version is ready. Plan is to provide the next version to test companies this Monday, August 6, 2007 and review by the Committee in a face-to-face meeting to review the progress and receive comments. Through this test process it will allow the “bugs” to be worked out and modifications made. No major changes have been made since the preview at the May 2007 CREW Board meeting. The tentative formal release date is the 4th Quarter of 2007 (Oct – Dec. 2007).

Ines briefed the Board on the proposal, which will include continued technical and software support. The \$20,000 proposal includes expert support for the product through April 2008 using professional staff.

Discussion points raised at the meeting:

- Tracy Skinner asked about how the product will be rolled out into various industry organizations (i.e., insurance). He offered his assistance in helping with the insurance industry statewide.
 - The issue of deciding on funding will be tabled to the “New Business” until after the election of new board members.
 - There were questions of how the funds would be administered and staffing would be handled if the request were awarded. Ines noted this would be for 2 functions: BCP programmatic support and IT/web support functions. This proposal would be basic “bridge funding” to get the program started and the non-profit organization would be looking at developing a more detailed framework as there is experience in running the program.
 - There was a question of the expected volume of usage of the program and support once it is officially released to the public.
2. Emergency Management Organizations: David Spicer spoke briefly on a number of events. Pacific Northwest Economic Region regional was recently held in Anchorage. WSPCC will be having a conference in Reno, NV. The US Army Corps is working on levee projects into the Fall. Bob Freitag noted the WSPCC conference will include a number of important issues of discussion. The WSEMA Conference in Spokane in September will have a CREW discussion.
3. Scenario Development: Lou Clark reviewed the draft report that was sent out by the CREW Executive Director. She reviewed the draft report on a page-by-page basis. Bill Steele noted recent work by the USGS for crustal maps. Andre suggested that this update be used as a primer to promote the whole range of seismic threats in the Pacific Northwest. Discussion ensued of how people used the CREW initial reports as a scenario for planning, drills and preparedness activities. If this document wants to be a “motivating” document, it also needs to include a more pragmatic reason as why the range of earthquakes is a threat. It was suggested that a working group be formed – with monthly conference calls – to begin meeting in September to review the document and provide input to Lou Clark. The target deadline is to finish it by the April 2008 National Earthquake Conference. George Crawford, Bill Steele, Maiclaire Bolton and Jay Wilson, Steve Charvat, Mike Mumaw (city of Beaverton EM), Charlie Macauley, Mathew Mabey, Craig Wilson, and Kelly Kasper (Red Cross) all volunteered to be on this working committee. (minimum of monthly conference calls) There

4. Professional Community Involvement:

Andre LeDuc briefed the Board that CREW is continuing to work with professional organizations and community groups, noting that the Scenario completion will allow CREW to get more active in the community. Craig Weaver noted that national bank organizations in the Northwest, working with insurance organizations, are meeting on a regular basis to discuss catastrophic events.

5. Canon Beach Project/Tsunami Workshops: Andre LeDuc talked about the next steps, including developing a needs assessment project and take the pilot project and expand it from Northern California to British Columbia. He noted that need for true regional support for the project to expand and have CREW continue to support the program. Jay Wilson noted the recent interest in the Oregon State Legislature to conduct more disaster needs assessments on a statewide basis in Oregon. The majority of the discussion was on the how to export the lessons of the Canon Beach project to the region and how recovery and mitigation should be integrated into the fabric of regional governance and decision making. There will be a full briefing at the next CREW Board meeting.

6. National Earthquake 2008 Conference Update

Bob Freitag gave an update on the 2008 National Earthquake Conference and CREW's role as host. Most of the information can now be found on the website (April 22-26, 2008). An agenda is completed and currently, there are 10 people registered – which opened up. Next effort is marketing and sponsorships, including sponsors and exhibitors. Vaughn Mason will be spearheading the exhibitors function on behalf of CREW. The break-even number for registrations is 350 people. We are planning for 500 participants and we can handle up to 600.

7. Grants Committee

No report – tabled until the next meeting

8. Quarterly Meeting Program: The Board suggested that the Fall 2007 CREW meeting be held in Vancouver in on Friday, October 26, 2007 in Public Safety Canada in downtown Vancouver.

New Business (Budget and Proposed Projects)

1. Portland Home Retrofit Program.

Jay Wilson briefed the Board on this proposed new program, in the planning and development stages. FEMA has been approached to support a

demonstration project, but not much has occurred lately. The City of Portland has shown an interest in being the guinea pig, but no realistic timeframe has been set up yet on this project.

2. Election of New Board of Directors

This item was taken out of order due to timing (discussed around 11:38 am) Bob Freitag noted that both Board members and CREW members can all vote on the proposed slate. 24 members were presented as an entire slate for consideration. Fred Savaglio chaired a task force to present new nominations for the Board and confirm interest by the new members. 3 of the 4 new Board members were present at today's meeting (Charlie Macauley, Tracy Skinner spoke on their behalf and interest in serving). Bill Steele presented a motion to accept the slate as presented. Jay Wilson seconded the motion. The motion was accepted unanimously. The new Board of Directors was welcomed to their new terms of service.

3. Other Potential Funding Projects to Be Discussed over the Next Few Months

- UW, WSEMA Quarterly Roundtable Discussions – Bob Freitag noted the ongoing efforts to host these and possibly providing funding support (room rentals, incidentals, etc...)
- Updating CREW's Business Toolkit and Reorganizing It to Fit the DRB Toolkit
- Lessons Learned from Kobe Report (Seattle's Sister City) – Funds would be used to develop a small booklet for printing, etc...
- SODO (South of Downtown) Manufacturing and Industrial Committee (MIC) – MIC would provide CREW the funds to support stakeholder workshops similar to the CREW forums that were held years ago.

Budget Discussions

There are approximately \$30,000 in unrestricted funds to support new projects from now through March 2008. There was a discussion of developing a more standardized format and forms for funding proposals in the future and development of criteria to allow the CREW Board to make more informed decisions for project funding.

Vaughn Mason moved to accept the DRB Toolkit for the \$20,000 funding. Bill Steele seconded the motion with an amendment to request a more detailed funding proposal (more task-oriented) to be presented to the Executive Board to enter a contract up to \$20,000. The amendment was accepted. The motion passed unanimously.

Strategic Direction Discussion

Vice President noted the need for CREW to have a discussion of how CREW determines how it will spend future discretionary funds. There was a discussion of holding a Fall 2008 retreat to focus on Strategic Planning.

Afternoon Session (Presentation of Washington State EMD Initiatives and Activities)

Pacific Northwest Seismic Network (PNSN) Utilizing a PowerPoint presentation, Bill Steele introduced the CREW Board to Dr. John Vidali, Director of PNSN who also works for the UW having recently joined us from UCLA. John reviewed the PNSN operational personnel, funding, near-term goals, expansion, portable net additional units, and general long-range issues. Other issues included regional partners and components (UW, Cascade Volcano Observatory, IRSI, University of Oregon, Battelle Lab). Their approximate annual operating budget is \$2 million a year. He reviewed the 5 major initiatives. A recent \$500K Murdock grant provided for 15 additional recording stations.

Other State of Washington Emergency Management and Mitigation Program Presentations Maillian Uphaus from State EMD briefed the Board on recent State EMD initiatives and programs. John Himmell from the Washington State Department of Transportation provided a presentation on their recent Seismic Retrofit Program for State highways. Other new State EMD programs were briefed by Dave Nelson, such as:

- Pacific County Tsunami Evacuation Pilot Program – private utilization of logging roads for vertical evacuation
- Broadcasting Tips for TV and radio on Tsunami messages
- Disaster Response Guidebook for Hotels and motels
- Washington State All-Hazard Alert Broadcast (AHAB) Network

The August 1, 2007 CREW Board meeting adjourned at 2:20 pm.

A few CREW Board members were provided were a brief tour of the facility after the conclusion of the meeting.

Respectfully Submitted,



Steven J. Charvat, CEM
CREW Secretary