

CREW Quarterly Meeting Minutes
Held Executive House Hotel, Banquet Room
Victoria, BC
October 18-19, 2006

10:00 AM Business Meeting:

1. Bob Zimmerman called the meeting to order at 12:05 pm. A quorum was present.
2. Below is the attendance list for the meeting:

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			
Stacy Bartoletti	Board Member	Degenkolb Engineers			X
George Crawford	Board Member	WA Emergency Management Division			X
Gail Dreckman	Past Vice President & Board Member	Bonneville Power Admin.		X	
Jim Goltz	Board Member	California OES Northern Regional Administrator			
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	
Vaughan Mason	Board Member	WorkSafe Technologies	X		
Michael Park	Board Member	Intel			X
Ines Pearce	Board Member	Pearce Global Partners			X
Gerry Peters	(new) Board Member	Canada - PSEPC	X		
Patricia Reuter	Board Member	City of Portland EM		X	
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		
Judi Van Swieten	Board Member	University of BC	X		
Craig Weaver	Board Member	USGS			X

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
Jay Wilson	Board Member	OR Emergency Management Div.			X
Visitors/Guests:					
James Bela	Guest	Oregon Earthquake Awareness	X		
Alison Bird	Guest	Geological Survey of Canada	X		
MaiClaire Bolton	Guest	BC Provincial Emergency Program	X		
Ed Brighton	Guest	CREW Volunteer	X		
Joan Gomberg	Guest	US Geological Survey	X		
Lou Clark	Staff/Guest	CREW	X		
Garry Rogers	Guest	Geological Survey of Canada	X		
Dave Tofte	Guest	WSRB	X		

2. Approval of Minutes

Steve Charvat presented minutes of the July 20, 2006 meeting. Vaughan Mason moved and Joan Scofield 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 \$33,642.74 (\$25,386.56 in checking, \$3,192.00 in savings, \$7,563.19 in receivables, and \$2,500 in checks outstanding). Steve Charvat moved and Gail Dreckman seconded that the financial report be approved. Motion approved unanimously. Bob Freitag noted that the 2006 CREW budget will have approximately \$10,000+ in remaining project funds prior to March 31, 2007.

4. Project Team Reports

- a. Business/Homeowners Risk Reduction (Ines Pearce/Michael Park)
 – No report by Ines Pearce or Michael Park. Bob Freitag noted a proposal by Ines Pearce to pay her \$5,000 to complete the hard-copy of the DRB Toolkit by November 30, 2006. There was some discussion about whether or not CREW should fund a project being performed by a CREW Board member. There were questions about whether or not the project is being supported by the City of Seattle. CREW needs to receive a written letter of support showing their ongoing involvement and support for this project. Bill Steele motioned to have the Executive Board provide

the City of Seattle with up to \$5,000 (if the resources are needed) to complete the DRB hard-copy toolkit however most effective. Andre LeDuc seconded the motion. The motion was withdrawn. Tim Walsh moved to have CREW Executive Director to contact the City of Seattle Emergency Management Director to finalize the appropriate contracting vehicles to complete the DRB Toolkit contract. Vaughn Mason seconded. Passed unanimously.

- b. Emergency Management Organizations – (David Spicer) On behalf of David Spicer, Bob Freitag noted that CREW will be on the April 17-18, 2007 at the PEP Conference in Tacoma, WA. Andre noted that CREW may be asked to make a presentation at the Oregon Emergency Management Association conference in Salishan, OR sometime in May 8-10, 2007. Patty Reuter suggested that CREW could be more active in making presentations at the May OR EMA conferences. Jim Goltz suggested more CREW involvement in California emergency services professional organizations and volunteered to become more active in bringing in California organizations.
- c. Scenario Development(Craig Weaver/Fred Savaglio)
- Oregon Project (Craig Weaver) – No report
 - Impacts Document Developed from Exercises -- Compendium to CREW Scenario (Lou Clark) – Lou Clark met with the CREW steering committee. They have put together an outline of what will be in the document: to be an addendum to the original report. Timeline is to have a draft by December 2006 and final report by March 2007. There are number of outside organizations that have used the CREW reports for their activities. The compendium documents will include commonalities of the outside uses of the CREW scenarios, including the Pacific Peril and Blue Cascades and the Cannon Beach project. Focus of the report is to help organizations develop their own simulations, providing a step-by-step process. CREW has sold ~200 copies of the CREW Cascadia reports at Barnes and Noble. The Board discussed how to continue to use the Cascadia report as a catalyst for future exercises, studies and activities, with CREW providing the group facilitation activities.

Bob requested that Ed Brighton work with Bill Steele to look at one component of the report (transportation) and discuss ways to incorporate the Cascadia report into future regional emergency planning activities.

(The Election of Officers took place at this time – See 5.A)

- d. Professional Community Involvement (Andre LeDuc/ Stacy Bartoletti) – Andre LeDuc reminded the Board to send him information on future conferences and training opportunities to have CREW involved (i.e., planning conferences, classes, workshops) to allow CREW to be more engaged in partner organizations. To date, Andre has not received a single email from the Board on non-emergency management conferences to develop a matrix of CREW members who can attend these events.

Jim Goltz and Bill Steele both noted that they will be sending Andre some information in California and Washington.

- e. Cannon Beach Project – Tsunami Workshops (Jay Wilson/George Crawford/Andre LeDuc) – Andre LeDuc updated the Board on the Cannon Beach project. He noted that the project is continuing as good example of leveraging CREW financial/expertise resources. It's beyond just Cannon Beach and its benefits are all of Cascadia Coastal areas. All the results are online. The Cannon Beach City council received a report in September 2006 with the results of the public outreach efforts. This effort has begun additional regional discussions. This project will also develop a "how-to Guide" on how local organizations can develop a similar stakeholder-based recovery planning process (including training and exercises) for a tsunami. This document will be ready by March 2007. Printed copies will be provided along with a CD and web-based guides. Funding came from University of Oregon, CREW and USGS.
- f. National Earthquake Conference in 2008 (Bob Freitag) – Briefing and discussion of committee structure and program. Bob Freitag updated the Board on the progress of the National Earthquake Conference for 2008. Numerous meetings have been conducted online and via phone with a small planning committee. The 2008 EQ conference will be April 23-25, 2008 at the downtown Seattle Westin Hotel, with possible field trips on Saturday, April 26th. The initial planning Committee has begun the early work on site, dates, and themes. The consortia are on the planning committee as the core (NESEC, CUSEC, WSPCC, CREW) and EPICC. A mission has been developed as well as a title of the 2008 Conference is "*Understanding Earthquakes: From Research from Resilience.*" Washington State University has been hired, for a fee, to handle the registration, speaker and event logistics. There a number of working groups for each of the sessions/days. CREW is the host and it will be international in scope. There was discussion of the process and issues related to involvement of Canada in this event

and how CREW board members can be more involved in the further management and planning of this event. The involvement of a broad diverse membership in the committee structure was discussed. It was decided to have the program generally divided up into 3 days (Past, present and future) with a small coordinating group with a CREW lead, working with the other consortia and Canada, Mexico and the Caribbean regions.

What is evolving now is an open website with threaded discussions, but it currently only has limited involvement by outside groups. The Steering group will be made up of each of the consortia with CREW as the lead group. Each of the Board members voiced their opinions of how the structure of the Conference planning should be developed (geographic representation, consensus on cross-themes, consistency with strategy, etc...) EERI, EPICC, NIST, USGS, FEMA, the 4 US Earthquake Consortia and NSA as members of the Steering Committee. There was quite a bit of discussion of the 2nd-level of working groups for each of the program goals.

- g. Grants Committee (Andre LeDuc) – No updates or report.
- h. Quarterly Meeting Program (Joan Scofield) – Joan reported that she has no future new issues. Plan is to have next meeting on Thursday, January 18, 2007 starting at 9:30 am. This meeting is tentatively planned for Seattle, WA. There was a discussion to have the next meeting perhaps in Northern California or Portland, Oregon. Exact location of the Seattle meeting: TBD, but it was suggested to be the Westin Hotel in downtown Seattle – the location of the 2008 Earthquake Conference.

5. New Business

- a. Election of Officers – A slate of 2006-2007 CREW Officers was discussed prior to today's meeting. This item was discussed out of order to allow for the teleconference participants to participate. The following slate of officers were nominated from the Floor to serve for a term of one year:
 - President: Bob Zimmerman (who served in this role for the past 9 years)
 - Vice President: Andre LeDuc (new Officer)
 - Secretary: Steve Charvat (served for the past 2 years)
 - Treasurer: Tim Walsh (served in this role for the past 9 years)

The slate of officers was approved unanimously. The Executive Board will provide guidance for a progression of officers from Secretary, to Vice President to President (informally, not part of the actual By-Laws).

There was discussion of the July 2006 CREW Board of Directors meeting decision to officially remove James Whyte as a CREW member due to his ongoing non-participation in CREW meetings and activities. Maiclaire Bolton noted that the BCPEP senior leadership was not comfortable with this decision due to the BCEP regulations requiring that only senior members could be on boards and commissions. There was a lengthy discussion of making Mr. James Whyte an “ex-officio” member with no voting rights. This issues needs to be tabled to research our By-Laws to see what our options are. The Executive Board will come back with a recommendation for appropriate for participation by Provincial BC participation (research By-Laws issues such as proxies, quorums, voting rights, etc...).

There was a discussion of the resignation of Bill White due to his recent job change for the 2010 Olympics. The Board discussed the nominate Gerry Peters as the new Public Safety and Emergency Preparedness Canada as the new Regional Director of PSEPC. He volunteered to participate in CREW activities. Joan Scofield motioned to nominate Gerry Peters to the Board of Directors replacing Bill White. Judi Van Swieten seconded the motion. The motion was approved unanimously.

- b. 2010 Olympics – The Board noted how it could become more involved in supporting the emergency management and earthquake preparedness efforts for the 2010 Olympics. No real detailed report from the Canadian CREW Board members; however, it was suggested that Bill White be contacted to provide further information at a future meeting. There was a discussion of having regional cross-border workshops between CREW, PEP and EPICC to provide information, resources and training for small and medium-sized businesses all along the I-5 Corridor. It was also noted that in 2009 BC will be hosting the World Police and Fire Games involving almost 10,000 athletes.
- c. Improving Cross-Border Communications – This item was tabled due to time constraints.

The CREW Board of Directors Business Meeting adjourned at 4:40 pm.

Thursday, October 19, 2006 Activities

8:00 am – 12:00 Noon

Location: Pacific Geoscience Center (PGC)

- CREW members and guests attended a presentation by Bill Johnstone and members of Simon Frazer University (SFU) on Tsunami loss estimation models for Tofino.
- CREW members and guests heard presentations by Kelin Wang (PGC) and Garry Rogers on new scientific research in Cascadia and what is expected for the next subduction earthquake.

1:30 – 4:00 pm

Location: Provincial Emergency Program, Canada office (PEP)

- CREW members and guests attended a tour and presentation at the PEP offices and received a detailed briefing on current and proposed programs and activities of their office.

Respectfully Submitted,



Steven Charvat, CEM
CREW Secretary