

**CREW Quarterly Meeting Minutes**  
Held at Cascades Volcano Observatory  
1300 SE Cardinal Court, Bldg. 10, Vancouver, WA  
January 18, 2008

**10:05 AM Business Meeting:**

1. Cynthia Gardener – Scientist-in-Charge at the Cascades Volcano Observatory welcomed the group and provided an orientation to the USGS CVO. The CVO was established in 1982. It is the 2<sup>nd</sup> volcano observatory in the UW, the other located in Hawaii. The facility hosts 52 employees on-site. Their primary responsibility is the Cascade Range from the Canadian Border to Northern California.
2. Bob Zimmerman called the meeting to order at 10:08 am. A quorum was present. All members introduced themselves. Jay Wilson announced that he has submitted his resignation to State of Oregon EMA and will be working for Clackamas County EM. Maiclaire Bolton noted that Bill Whyte will likely be replaced at the next meeting due to changes in his working role.
3. Below is the attendance list for the meeting:

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
<b>CREW Board Members:</b>					
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		
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 Northern Regional Administrator		X	
Matthew Mabey	Board Member	Oregon Department of Transportation			X
Charlie Macaulay	Board Member	Global Risk Consultants	X		
Vaughan Mason	Board Member	WorkSafe Technologies			X
Ines Pearce	Board Member	Pearce Global Partners			X
Woody Savage	Board Member	USGS			X
Fredrick Savaglio	Board Member	Virginia Mason	X		

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
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
Yumei Wang	Board Member	DOGAMI	X		
Craig Weaver	Board Member	USGS		X	
James Whyte	Board Member	BC PEP			X
Jay Wilson	Board Member	OR Emergency Management Div.	X		
<b>Visitors/Guests:</b>					
Nathan Wood	Guest	USGS	X		
Joan Gomberg	Guest	US Geological Survey	X		
Lou Clark	Staff/Guest	CREW	X		
Sharlie Huffman	Guest	MOD (B.C.)	X		
John Granholm	Guest	Safe-T-Proof Corp.	X		
Kris Ritton	Guest	Worksafe Technologies	X		
Sharon Sorenson	Guest	Blue Cross Blue Shield	X		

## 2. Approval of Minutes

Steve Charvat presented minutes of the October 26, 2007 meeting in Vancouver, BC. Tim Walsh moved and Andre LeDuc seconded that the minutes be approved as presented. The motion was approved unanimously. Two minor corrections were noted and presented: Remove the word “State” in Tracy Skinner’s organization and add Yumei Wang in the attendance as “Absent”.

## 3. Financial Report

Tim Walsh was not presented to provide a financial report. We currently have \$23,545.99 in checking, \$700.57 in savings and \$14,491.97 in Receivables. CREW currently has \$6,445.87 in receivables for net assets (current) of \$32,282.10. Yumei Wang moved to accept with Jay Wilson seconding as reported. The budget passed as presented

## 4. Project Team Reports

- a. Business/Homeowners Risk Reduction (Ines Pearce) – DRB toolkit is still not up but is planned to be live on the State of Washington EMD website.

- b. Emergency Management Organizations – (David Spicer) No report. Jay Wilson noted that the OEMA conference is the same week as the National Earthquake Conference in April 2008.
- c. Scenario Development: Impacts Document Developed from Exercises - Lou Clark reviewed the primary changes to the draft document: page 21, suggested changes to the Maps? She did a brief review of the overall report. This was first reviewed in October 2007 and a variety of other small group discussions. The primary purpose is to review why deep earthquakes happen and that this represents a frequent type of earthquake that occurs in the Pacific NW and included more emphasis on deep earthquakes in areas *other* than the Seattle metropolitan area. Based on staff estimates, the reviewed document is 85% - 90% complete and we have a deadline of 5,000 final copies ready by the April 2008 National Earthquake Conference. It was noted that current “white space” in the current report can still be filled in with additional photos or diagrams. There was detailed discussion of the detail of the maps. There is a drop-dead deadline for all changes by mid-March so that it can make it through production and printing. Currently based on printing requirements of printing runs requiring 4-page sections for production, the current document must either eliminate 1 page or include 3 additional pages. The CREW Board provided a number of suggestions for additional information: focusing on personal preparedness and mitigation efforts at the end of the report. The Board also debated the value and types of maps to be included in the report, including the use of HAZUS maps and their value in this type of report as a predictive modeling map. There was also agreement to use the same color scheme on all 4 maps. Specific comments on the reduced draft report should be sent to Lou Clark ([whoschu@yahoo.com](mailto:whoschu@yahoo.com)) or Bob Freitag by January 23<sup>rd</sup> as it will require one more round of final edits.
- d. Professional Community Involvement – Andre LeDuc. No report.
- e. National Earthquake Conference in 2008 – (See discussion in the afternoon Session)
- f. Grants Committee (Andre LeDuc) – No report.
- g. Quarterly Meeting Program – The next meeting will take place in April as part of the National Earthquake Conference in Seattle.



5. New Business

- a. Budget and Proposed Projects – Currently, CREW has \$13,500 in its budget that is unallocated through the end of the contract year. At the last meeting, the Board reviewed a proposal by State EMD employee LuAnn Johnson to support a project that would produce and post short, 1-minute business preparedness videos on preparedness on the State EMD website. Her original budget request from CREW was recently reviewed by State EMD leadership, which will now be providing the budget support. There are a number of other requests for funding for printing of educational materials via various board members (\$8,000 to print the Oregon \_\_\_\_\_ report if the funding from State Farm does not pan out). There was also discussion of hiring a webmaster to replace Ella. Bob Freitag updated the Board on the variety of web staff who could be hired to maintain/update our website. Any remaining operational funds must be spent by March 30, 2008. There was discussion of using any remaining funds to more proactively “market” the current CREW products to get more exposure to our potential markets.
- b. New Board Position Nomination – Ann Steeves, Regional Coordinator for HHS OASPR HPP Region II was nominated as a new member of the CREW Board. Bob Zimmerman has talked to Ann and she is interested in serving. Yumei Wang motioned to approve Ms. Steeves’ nomination. Jay Wilson seconded the nomination. The motion approved unanimously.

LUNCH BREAK

Afternoon Activities (the Board reconvened at 1:30 pm)

- c. Nigata Earthquake and Need to Evaluate Sensitive Sites – Yumei Wang from DOGAMI quickly discussed the M6.2 earthquake on January 10<sup>th</sup> 250 km offshore from the Oregon Coast. She continued her presentation of the Kaswhiwazaki Earthquake and implications of Cascadia Earthquakes. This earthquake in Japan had its seismic center very close to the world’s largest nuclear power plant. She reviewed the purpose of the engineering investigation. She gave a quick overview of the quake: 11 died, 2000 injured, 1,000 houses destroyed, damage to all lifelines, and a very small tsunami. Her presentation focused on the damages to the primary community lifelines. She concluded her presentation by discussing “Lessons Learned” and how those Japanese experiences could be applied to communities in Oregon.

- d. National Earthquake Conference – CREW Roles and Responsibilities – This discussion was postponed from the morning session. Bob Freitag noted it is from April 22-26<sup>th</sup> in downtown Seattle. The CREW meeting will be in April 22<sup>nd</sup> (room TBD). The conference officially opens on April 23<sup>rd</sup>, with a hospitality event the evening of the 23<sup>rd</sup>. Current registration is approximately 50 people at this time. There will be variety of field trips on Saturday. CREW is the primary host. The purpose of today's discussion is to talk about the level of involvement of CREW Board Members and opportunities for involvement. They include: helping with marketing, exhibitors, sponsors, notes from each session to document "issues raised" to develop post-a Conference paper. CREW members need to be visible at the event in terms of our products, and having Board members mix and mingle with the VIPs, attendees and other presenters. It was suggested the CREW Board members be session "hosts" and that all CREW and other consortium members be identified with slightly different name tags (i.e, CREW, CUSEC, WSSPC, NESEC, etc....) There also needs to be CREW presence in the speakers' ready room to provide technical assistance to the speakers. Maiclaire will be sending out a spreadsheet for sign-ups for all the sessions to volunteer. The Board discussed the logistics of the world-wide video conference that will be broadcast live globally as part of the event. Currently, there are 10 exhibitors as the event, but we could handle up to 40-45 total.

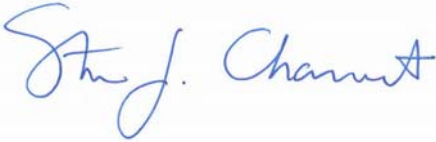
Pre-Conference Challenges We need to aggressively market the conference NOW, especially with marketing and sponsorships. We need at least 300 people to attend in order to break even.

- e. Discussion of 2008 Strategic Workshop – (NOTE: This item was taken out of order and discussed in the morning) Maiclaire Bolton began the discussion of a CREW Fall 2008 Tofino, BC retreat. The website for the resort is: <http://www.tinwis.com/> The proposed dates would be 2 days and an additional date for travel. The logistics would require extensive travel time due to its rustic, remote location. There was another suggestion for Skamania Lodge (<http://www.skamania.com/>) in Washington along the Columbia River gorge. The third option is the Dunsmuir Lodge in Victoria (<http://www.dunsmuirloodge.com/>) There needs to be at least 2 full days of work plus travel expenses. Proposed dates would be September 18-19, 2008. Andre LeDuc discussed the proposed structure of the 2-day event, including a SWOT analysis of the entire board prior to the on-site workshop. Andre noted his interest in using graduate students in doing the pre-work for the retreat. A small committee would be needed to evaluate the

location options. We expect to have the majority of the board to attend. The next meeting of the Board will be at the April 22<sup>nd</sup> National Earthquake Conference. Bob F. will be polling the Board members about their expectation of CREW supporting their travel expenses.

The CREW Board of Directors Business Meeting adjourned at 2:27 pm.

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" and a stylized "J".

Steven Charvat, CEM  
CREW Secretary