

CREW Spring Quarterly Meeting Minutes
Held at the Westin Hotel, Blakely Room
Downtown Seattle, WA
April 22, 2008

10:00 AM Board Business Meeting:

1. President Bob Zimmerman called the meeting to order at 10:05 am. A quorum was present. All members introduced themselves and all guests were welcomed to this record-setting attended meeting.
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		
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Stacy Bartoletti	Board Member	Degenkolb Engineers	X (partial)		
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		
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 (partial)		
Ann Steeves	Board Member	Oregon HHS Region 2	X		
Yumei Wang	Board Member	DOGAMI	X		
Craig Weaver	Board Member	USGS	X (partial)		

Name	Position	Organization	Attendance		
			In – Person	Phone	Absent
James Whyte	Board Member	BC PEP			X
Jay Wilson	Board Member	OR Emergency Management Div.			X
Visitors/Guests:					
Joan Gomberg	Guest	US Geological Survey	X		
Lou Clark	Staff/Guest	CREW	X		
John Bwarie	Guest	City of Los Angeles	X		
Tamra Biasco	Guest	FEMA Region X	X		
Amy & Tony (??)	Guests	Seattle University Students	X		
Ryan Ike	Guest	FEMA Region X	X		
James Bela	Guest	OR EQ Awareness	X		
Mike Mahoney	Guest	FEMA HQ	X		
Ed Laatsch	Guest	FEMA	X		
Henry Munforo	Guest	Safe American Foundation	X		

2. Approval of Minutes

Steve Charvat presented minutes of the January 18, 2008 meeting in Vancouver, WA at the Cascades Volcano Observatory. Fred Savaglio moved and Joan Gomberg seconded that the minutes be approved as presented. The motion was approved unanimously.

3. Financial Report

Treasurer Tim Walsh presented a general overview of the current CREW financial report. CREW currently has approximately \$22,000 balance in saving and checking with \$8,500 in receivables (primarily from FEMA) plus some miscellaneous expenses. We have not closed out the 2007-2008 contract which is planned to expire at the end of May 2008. Details will be provided to the Executive Board upon closure of the books and conclusion of the conference.

4. Project Team Reports

- a. Business/Homeowners Risk Reduction (Ines Pearce) – Ines reported that DRB toolkit has found a technical staff person to work on the project. However, it is on HOLD on updating the toolkit but it is not yet complete. Bob Freitag gave a brief history of the 6-year process for this project noting that it will be free of charge and is meant for small- and medium-sized businesses. There will be a phased approach for the roll-out of the product. There are additional functions for programming of the online product. The State of Washington will be providing service for free to all businesses. There needs to be an accurate staffing model

for support for businesses outside of the State of Washington. We are ready to full roll it out in 60-90 days

- b. Emergency Management Organizations – (David Spicer) No report. James Bela noted that the OEMA conference is also being held this week. Yumei Wang noted that the NEMA annual conference is September 9-11, 2008 in Portland, OR. The City of Los Angeles is hosting an international earthquake conference in November 2008.
- c. Scenario Development: Impacts Document Developed from Exercises (Distribution of the CREW Benioff Scenario) – Bob Freitag noted the various scenarios developed by CREW over the past years and the current publications that have been produced. He noted that CREW just published a “how to” book on tsunamis for this week’s conference. He has 5,000 copies of the new Benioff Scenario that he would like to distribute to our Oregon partners. In addition, there are additional Cascadia Subduction Zone booklets available as well as the “how-to” use the scenarios for developing exercises. There was asked if there was going to be a strategic marketing effort to get the products out to partners in the region.
- d. Professional Community Involvement – Andre LeDuc/Stacy Bartoletti. No report.
- e. National Earthquake Conference in 2008 – Bob Zimmerman noted that this is the time we have all been waiting for over the past 2 years. WSU is handling the administrative activities. Bob Zimmerman thanked the steering committee for their many hours of volunteer work. We currently have just below 400 pre-registrations and will “break even” financially.

Bob Freitag noted that Andre LeDuc will be joining us electronically to begin discussion of the strategic future of CREW. Bob Freitag gave a historical background of CREW, including the 1960s prior to the establishment of CREW. CREW was established to define the threat of the Cascadia region and earthquakes that can impact us. We have a rich history and have done a lot regarding awareness, but still have a long way to go individually and collectively. Bob Zimmerman noted that we have a 2-day strategic workshop in the Fall. He tasked each Board member and guest to identify issues and activities in their respective areas in preparation for the October 2008 workshop. Bob Freitag noted that Andre LeDuc and some of his graduate

students will be conducting a pre-workshop survey to gather data prior to the October workshop.

Joan Gomberg noted that the March 5, 2008 Sound Shake exercise participants locally did not use many of the CREW products. Local governments were lacking situational awareness and many of the products available for free from CREW. There is a need for marketing and training. It was suggested that CREW needs to regularly market its tools to the emergency management groups.

Late-coming members and guests who joined the meeting at 10:50 am introduced themselves, including Ed Laatsch, the National NEHRP Program Director from Washington, DC. Henry Munforo from the SafeAmerica Foundation noted that his foundation was contracted with the FEMA Mitigation Directorate. They are tasked with taking existing information that benefit the private sector in developing outreach to small- and medium-sized businesses. They will be working with 2 communities in the West Coast region, working with local chambers of commerce in developing more enhanced non-structural earthquake activities. Bob Freitag informed Henry Munforo of the past CREW video targeted to Chambers of Commerce. They are looking at the Southern Tier of the West Coast and the New Madrid in Middle America. They are currently surveying communities and chambers of commerce for participation in their program. No communities are currently being considered in the Pacific Northwest. All members of the Board were asked to actively participate in this week's conference in gathering informal data in this opportunity to enhance CREW into the future.

- f. Quarterly Meeting Program – The next Summer quarterly CREW meeting will take place in July 16, 2008 at DOGAMI in Portland, OR. This will include the election of new Directors. The Fall CREW Board retreat workshop will occur in October 15-17, 2008 in British Columbia.



5. New Business

- a. CREW Strategy Workshop – Andre LeDuc noted that his graduate students from the UO will be conducting an internal (Board members) and external (TBD) survey this summer in anticipation of the 3-day retreat in October 2008. The online survey will review the current mission and direction of CREW, validate it and

suggest changes for improvements and potential change in direction for CREW. They will also survey topic areas in the survey. The results of the survey will provide baseline data for the Fall workshop. There was also a suggestion for CREW to establish benchmarks to measure success as we continue to grow. It is our hope that the result of the Fall 2008 workshop will develop the very first 5-year Strategic Plan. James Bela stated a few frustrations with the CREW mission and current operating model. Ann Steeves noted her excitement of being involved in CREW as the newest Board member and her role as a hospital regional coordinator from Oregon. She noted the need for organizations such as CREW to support the regional healthcare earthquake preparedness and response not only in the Pacific Northwest but other parts of the country.

Bob Zimmerman noted that the history of CREW was to be established as a non-profit, including the restrictions against government lobbying and inability to be a policy-making body. There must be a careful balancing act with the current CREW structure. This will all be re-evaluated at the October retreat as potential discussion items. John Bwarie from the City of Los Angeles informed the Board that elected officials want to be involved, they just need to be invited. There was a prolonged discussion of the role of CREW and if/how it can influence public policy – specifically mandating public actions and building codes.

- b. National Earthquake Conference – CREW Roles and Responsibilities – Maiclaire Bolton noted that CREW board members will be hosting various sessions during the conference. She reminded members who signed up for the sessions to be on-time. We will be “hosting” sessions. They will be a timekeeper, but also discuss this with the moderator first. They will also stand at the door, ask questions of participants, keep notes on the session organization for future planning and pick up an envelope at the registration desk with materials. Host will get a USB flash drive to collect the presentations with up-to-date sessions for the future web posting. Call Bob Freitag at 206 -818-1175 if you have any questions. The registration desk opens at 4 pm today (4/22/08).

LUNCH BREAK (The Board took a lunch recess from 12:00 until 1:30 pm)

Afternoon Activities (the Board reconvened at 1:30 pm for continuation of the morning discussions)

The afternoon meeting continued the discussion of some of the issues for the October workshop. Bob Freitag discussed the issue of resiliency versus mitigation as a potential focus for CREW. There was also a discussion of how to effectively engage elected officials into mitigation issues. *(Note: The CREW secretary left the meeting temporarily from 2:00 – 2:40 pm and was unable to record the general discussions during the open discussion for this agenda item)* The CREW board discussed the fine line of its role as a neutral research and education organization versus a policy-influencing organization. There was also some discussion of CREW establishing awards for good practices that meet many of the CREW objectives.

- c. Discussion of 2008 Strategic Workshop – 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. The location will be at the Dunsmuir Lodge in Victoria (<http://www.dunsmuir lodge.com/>) The proposed dates will be September 18-19, 2008.

The CREW Board of Directors Spring 2008 Business Meeting adjourned at 3:00 pm.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Steven J. Charvat". The signature is written in a cursive, flowing style.

Steven Charvat, CEM
CREW Secretary