

MINUTES
SURFSIDE HOMEOWNERS ASSOCIATION
Emergency Management Committee Meeting
June 11, 2013

Committee Members Present: John Williams, Don Sheldon, Martin Halvorsen, Amy Becke, Luther Young, Stephanie Fritts, Bonnie Larini, and Thomas Palmer.

Chairman John Williams opened the meeting at 13:00. The Committee voted to accept the May 14, 2013 minutes.

New Business:

Pacific County Sherriff Presentation: Travis Ostgaard was a guest speaker and responded to the Committee's interest in supporting Amber Alert type search efforts. Travis noted that his Department would probably be able to share information with the Committee in the case of missing juveniles. However, prior to any information sharing the Pacific County Sherriff would need a written plan from the Committee that would be subjected to review and approval by the Sherriff's office. Most likely means of supporting such efforts would be a phone tree within the Emergency Committee that could facilitate dissemination of information throughout the Committee membership. Travis could provide a description of missing juveniles when available. Then discussion turned to Travis' role at Surfside in the event of a weather emergency – and he confirmed that he will be posted here in that event, specifically at the Golf Course rallying point. There was further discussion about special needs residents (oxygen tank dependent individuals amongst them.) Travis assured the group that the Fire Department maintains up to date lists. Stephanie Fritts advised the Committee against duplicating existing efforts of other entities to maintain lists.

New Member: Chairman Williams welcomed Stephanie Fritts to the Committee.

PCEMA Meeting: on July 11: Surfside will send a delegate to the County quarterly emergency management meeting on July 11 (9:00-10:00 am at South Pacific County building on Sandridge). Emergency Committee members were advised they are welcome to attend. Stephanie Fritts gave a brief description of topics covered in typical meetings.

Next Amateur Radio Training: John spoke about quarterly district training, the first of which was held in March. The next session is scheduled for June 29 at 09:00 in the SHOA Boardroom. Stephanie Fritts noted that the training involves all of District 3 of SW Washington and it might focus on digital communications.

CERT Training: The next session will be held on June 28-30 at the Pacific County Administration facility on Sandridge Road in Longbeach. It is anticipated that there will be training in Ocean Park the last weekend of September.

Request for policy on power outages: The Committee Chair was approached by an HOA member about recent power outages and was asked to consider developing policy on this issue. There was much discussion around the table, and it was determined that power outages were previously identified as minor category type situations (see October 9, 2012 minutes) and did not warrant Emergency Center activation.

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Old Business:

Antenna Tower: Martin Halvorsen is still trying to lock in several dry days that will be conducive towards taking the antenna tower down and painting it. .

Upcoming Budget Items: Don Sheldon and John Williams will collaborate on a memo for the budget committee identifying items and proposed costs. Thomas Palmer moved that we request \$2500 from the budget committee for the upcoming year.

Martin mentioned that it would be beneficial to establish a Ham Club using the Emergency Center radio so that we can establish our own center call sign.

Thomas Palmer moved that maintenance of the radio antenna tower and the generator be handled by Land and Buildings Committee. The Committee voted on this motion, with 2 abstentions, 5 nays, and 1 yea recorded.

Other Budget: Thomas Palmer advocated acquisition of funding for educational/informational brochures for the Surfside Community, especially with regard to shed buildings which are not permanently fixed - to increase awareness of the dangers of sheds floating away in the event of flooding. Thomas Palmer requested that the topic of increasing on dangers of unfixed structures be added to next meeting agenda.

Don Sheldon brought up Tsunami signage. Stephanie Fritts noted that the revised information that is needed for the new signs has not been yet been approved for release and dissemination.

Generator Cover and Enclosure: A lively debate ensued on whether it fell under the purview of the Emergency Committee or the Lands and Building Committee to follow up on constructing a cover for the generator and an enclosure for the generator area. Thomas Palmer advised Martin Halvorsen that he should first apply for a permit from the county for the enclosure before submitting the proposal to the Architectural Committee. A permit will be needed according to Thomas because the enclosure structure will be fixed and therefore considered permanent.

Emergency Manual: Stephanie volunteered to consolidate all the existing documentation/files of the Emergency Manual to expedite the comment process. This will be followed up on when Ann Thoreson comes back to town. Amy Becke suggested holding a special focus meeting to finalize the Manual and evaluate the Committee Charter. John Williams will follow up with Ann.

Scope of Charter: Thomas Palmer challenged the involvement of the Emergency Committee in the generator and antenna tower installation projects— noting that these projects are not within the scope of the Committee charter. Thomas believes that the charter should be re-written because many of the current initiatives pursued by the Committee are outside the scope in his opinion. Stephanie Fritts suggested that it would be beneficial to refine focus on what the Committee should or can do. Thomas took exception to the idea that the Committee isn't preparing recommendations for the Board on mitigation, response and recovery in the event of a tsunami or other event.

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Don Sheldon made a motion to close the meeting, Luther Young seconded it and the meeting adjourned at 3:10 pm.

Next Meeting: July 9, 2013 at 1:00 PM PST at Surfside HOA Business Center conference room.