

MINUTES
SURFSIDE HOMEOWNERS ASSOCIATION
Emergency Management Committee Meeting
July 9, 2013

Committee Members Present: Don Sheldon, Martin Halvorsen, Amy Becke, Luther Young, Stephanie Fritts, and Georgia Mourikis.

Acting Chairman Martin Halvorsen opened the meeting at 13:00. The Committee voted to accept the minutes for June 11, 2013.

Old Business:

Budget: Martin asked if the group was supportive of submitting a request for \$1500 in funding in next year's budget. Paper, printing costs will be among the items included in the budget request. Georgia Mourikis recommended that the Committee publish or disseminate electronically and on the Surfside website as much as possible. It was noted that the Committee doesn't need to budget for a new dedicated laptop computer for the Surfside Emergency Center – since new Committee Member Stephanie Fritts arranged for one at no cost from the County. Don Sheldon noted that he and John Williams were working on a detailed list that itemized the budget needs. Georgia cautioned that we should follow up with the Budget Committee to ensure we're asking for the right stuff in the right way. The specific budget wish list will be discussed at the next meeting. (Action: Chairman John Williams)

Training: On the subject of training and possible costs, Georgia noted that Ed Archer is willing to assist the committee in radio training needs upon request.

Radio Capabilities: Martin Halvorsen informed the Committee that the current radio and computer software supports the sending of email. He shared a copy of an email that he was able to transmit via our radio. This means that the Committee needn't request additional funding for this purpose. The Committee then discussed the issue of obtaining a community call sign for the Surfside emergency radio system. Stephanie made a motion that the Committee apply for the call sign. Luther Young seconded the motion and the Committee unanimously voted in favor. It was noted that Board approval should be sought for this initiative – Stephanie recommended that a copy of the amateur radio station license description be downloaded from the FCC website and be attached to the request to the Board. Martin and John Williams will follow up in developing this package and Stephanie will forward supporting information to them.

Emergency Manual: Martin discussed finalizing the Manual, but was advised that the Committee still needs a chance to review and comment on the latest revision of this document. Amy Becke volunteered to reach out to Ann Thoreson to request the latest version in soft copy. It was agreed that decisions on finalizing the manual will be deferred until the next meeting in August.

Painting Radio Tower: This was accomplished by three Committee members the previous week.

Generator enclosure: There was much discussion about requirements for submitting request to the Architectural Committee for this project. There is so much conflicting information on this

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topic that Georgia Mourikis volunteered to follow up with them to find out the status of the request and report back to the Committee.

New Business: Don Shelton noted that the annual HOA meeting is coming up. He is working with John Williams on the Committee's annual report input for this meeting.

Don Shelton moved to close meeting at 2:00, Stephanie seconded this motion and all members present voted in favor.

Next Meeting: August 13, 2013 at 1:00 PM PST at Surfside HOA Business Center conference room.