

MINUTES  
SURFSIDE HOMEOWNERS ASSOCIATION  
Emergency Management Committee Meeting  
February 11, 2014

Emergency Management Committee Members Present: Martin Halvorsen, Amy Becke, Ann Thoreson, John Williams, Georgia Mourikis, Clyde Zaidins, Stephanie Fritts, Jacob Brundage, Don Sheldon. Also present: Scott McDougall from PCEMA.

Chairman Martin Halvorsen opened the meeting at 1:05 PM PST. John Williams moved that the January minutes be approved, Clyde Zaidins seconded the motion and the Committee voted unanimously to do so.

**Old Business**

**Information Brochure Working Group:** Amy Becke reported on the efforts of the Working Group to identify all the pedestrian trails and bridges within Surfside and the best routing to high grounds on J Place both north and south of Oysterville Road. The Working Group developed many observations and recommendations for signage and other markings so that anyone could easily find the quickest route to higher elevations in the event of a tsunami. Amy asked that the Working Group convene to finalize their recommendations. Georgia asked that we expedite communication of recommendations about observed safety hazards to the Board (tripping hazards at two paths at 318<sup>th</sup> and G Street and the overall poor condition of the 350<sup>th</sup> Beach Path.) John Williams and Don Sheldon will present these findings at the February 15 Board meeting. There was much discussion about different types of signage we should consider. Stephanie Fritts showed us some examples and offered to find additional ones.

**Emergency Manual Update:** Stephanie handed out final draft versions of Part 1 of the manual and solicited corrections to Committee member contact information. She recommends adding reference materials on specialized situations (e.g. utility outages and tsunami evacuation) to the manual as appendices. The draft manual (part 1) will hopefully be submitted to the Board for review and approval during their March meeting.

**Defibrillator for SHOA Business Office:** Martin Halvorsen prepared a defibrillator recommendation paper for the Board, but it cannot be presented until the March Board meeting due to SHOA staff deadlines for submission of Board agenda items and reports. (They must be turned in by COB on the Monday prior to the Board meeting per Holli.) There was much discussion about types of defibrillators, the cost of these units and expenses associated with maintaining them. Jacob Brundage offered to provide information on the company that supplies the Fire Department's defibrillators. This might help us get a discount on the equipment. Don Sheldon asked Jacob if he would make himself available to explain the benefits of having a defibrillator to the Board when this issue is presented. Jacob agreed.

**New Business:** Because of the scheduling of Committee meetings (2<sup>nd</sup> Tuesday of the month) there is usually little or no opportunity for time sensitive issues to be presented at the monthly Board meetings. This is due to the aforementioned SHOA staff policy to not accept any new items after COB on the Monday preceding the Board meeting. The group discussed many options of getting around this obstacle, including changing the meeting schedule. The

MINUTES  
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Committee Charter specifically identifies the meeting time as the 2<sup>nd</sup> Tuesday of the month. The Committee will be recommending that the Charter be edited to state simply that the Committee will meet “monthly and as needed.” The group is looking at changing the meeting time to the 1<sup>st</sup> Tuesday of the month at 11:00 am at the SHOA offices. It is hoped that this meeting day and time change will not discourage volunteers from continued participation.

**Surfside Amateur Radio Station:** There was a lively discussion about whether or not RACES membership is needed to participate in emergency net communications and if it is – if fingerprint based background checks are also necessary. Stephanie Frett graciously offered to clear up this question and get back to the group with her findings.

**January Surfside Amateur Radio Emergency Management Hours**

John Williams provided data on the Surfside amateur radio activities that were reported to ARES and RACES for January 2014. There was a cumulative total of 13 hours of radio activity by Radio Committee members. See chart below:

DATE	Surfside Amateur Radio Event Participation (Hours/Distance)	John Williams hours	John Williams Distance	Martin Halvorsen hours	Martin Halvorsen distance	Clyde Zaidins hours	Clyde Zaidins distance	Georgia Mourikis hours	Georgia Mourikis distance	Jim Clancy hours	Jim Clancy distance
1/7/2014	Agenda for EM meeting	0	0	1	0	0	0	0	0	0	0
1/12/2014	Working on reprogramming	1	0	1	4	0	0	0	0	0	0
1/14/2014	Emergency Management Meeting Surfside	2	2	2	2	1	3	2	0.25	0	0
1/14/2014	Surfside Radio Club Practice	1	0	1	0	0	0	1	0	0	0
	<b>Totals:</b>	4	2	5	6	1	3	3	0.25	0	0

The meeting was adjourned at 2:20 PM PST. The next meeting is scheduled for March 4, 2014 at 11:00 am PST in the SHOA conference room.

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Emergency Management Committee Meeting  
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