

**WESTERN STATES SEISMIC POLICY COUNCIL
ANNUAL BUSINESS MEETING
THE GROVE HOTEL
BOISE, IDAHO
APRIL 4, 2011**

DRAFT MINUTES

Present:*

+ #Leighton AhCook, Hawaii State Civil Defense
+ Bob Anderson, California Seismic Safety Commission
Doug Bausch, DHS/FEMA Region VIII
+ Bob Carey, Utah Division of Emergency Management
+ Rod Combellick, Alaska Division of Geological and Geophysical Surveys
Sheila Curtis, Utah Division of Emergency Management
Craig dePolo, Nevada Bureau of Mines and Geology
Terri Garside, Nevada Bureau of Mines and Geology
+ Melinda Gibson, Wyoming Office of Homeland Security
+ Roger Hansen, Alaska Seismic Hazard Safety Commission
+ Dave Jackson, Idaho Bureau of Homeland Security
+ ## Rob Jackson, Colorado Earthquake Hazard Mitigation Council
Keith Knudsen, U.S. Geological Survey
Amy Lewis, WSSPC
+ Kate Long, California Emergency Management Agency
+ Bill Lund, Utah Geological Survey
+ Ron Lynn, Nevada Earthquake Safety Council
Mike Mahoney, Federal Emergency Management Agency
+ Pete McDonough, Utah Seismic Safety Commission
+ John Parrish, California Geological Survey
+ # Bill Phillips, Idaho Geological Survey
Wendy Phillips, Federal Emergency Management Agency
+ Jonathan Price, Nevada Bureau of Mines and Geology
+ Althea Rizzo, Oregon Emergency Management
+ Mark W. Roberts, Alaska Division of Homeland Security and Emergency Management
+ James Roddey, Oregon Department of Geology and Mineral Industries
+ ## John Schelling, Washington Military Department, Emergency Management Division
Ken Smith, University of Reno Seismology Lab
Mark Stephensen, Idaho Bureau of Homeland Security
Patti Sutch, WSSPC
+ Yumei Wang, Oregon Seismic Safety Policy Advisory Commission
Jim Wilkinson, Central U.S. Earthquake Consortium
+ Seth Wittke, Wyoming Geological Survey

***KEY: + WSSPC Member # Holds Proxy for other WSSPC members unable to be present**

Call to Order – John Parrish

The meeting was called to order by WSSPC Board Chair John Parrish.

Roll Call and Establishment of Quorum – Patti Sutch

Twenty one members were present, holding an additional 7 proxies, for a total of 28 WSSPC members represented which established a quorum for the meeting. (A quorum is a majority of members; 20 out of 39).

Adoption of Annual Business Meeting Minutes

MOTION: To adopt minutes of the Annual Business Meeting held on July 9, 2010 (Ron Lynn).

SECOND: Dave Jackson.

VOTE: Unanimously in favor.

Executive Director's Report – Patti Sutch

The WSSPC financial statements from the last fiscal year are provided in the 2010 Annual Report which shows that WSSPC posted a decrease in net assets of \$9532. Over half of this loss was due to accruing vacation liability (\$2599) which hadn't previously been done, and depreciation expense (\$2513).

The new FEMA reporting system on a monthly basis has added significantly to the time spent on the Financial task (Task 5) in the FEMA Work Plan.

FEMA Work Plan and Training Requests – FEMA has offered the consortia one training opportunity per year and has asked that WSSPC provide three workshop /training sessions in our Work Plan for next year.

Earthquake Safe Schools Initiative – Patti would like to highlight what is being done in the western states to build and maintain earthquake-safe schools. This would involve research into legislation, inventories, and policies in the western states. Results would be posted on the WSSPC website.

Mexico Emergency Management Contacts – Patti made contact with an emergency manager from Baja, California and he was interested in joining WSSPC. She will pursue this with him.

NEPM – The National Earthquake Program Managers meeting will be the next two days followed by a non-structural mitigation training session (FEMA E-74) and a local field trip led by Bill Phillips of the Idaho Geological Survey.

The 2012 National Earthquake Conference is planned for Memphis, Tennessee with proposed dates the week after Easter. Monday April 9th would be a travel day, WSSPC meetings on April 10, followed by the NEC April 11-13 and field trips on April 14.

Website Report (Amy Lewis) – WSSPC has nearly a full year of usage statistics which show that the most popular aspect of the WSSPC website is the Tsunami Center. Thirteen member state agencies have a link to WSSPC from their websites. Higher page views are correlated to significant earthquakes or other events like the Earthquake Early Warning session presentations.

WSSPC Board of Directors Nominations and Election – John Parrish

John Parrish, Peter McDonough, William Shawver, and the CalEMA Secretary (when he or she is confirmed) were nominated to serve 2-year terms on the Board of Directors, from December 1, 2011 to

November 30, 2013. There being no further nominations from the floor, John Schelling made the following motion:

MOTION: To elect the slate of Parrish, McDonough, Shawver, and CalEMA Secretary for a 2-year term on the Board of Directors from 2011-2013.

SECOND: Jon Price.

VOTE: Unanimously in favor.

Policy Recommendation Discussion and Adoption – John Parrish

Policy Recommendation 11-1

MOTION: To adopt Policy Recommendation 11-1 (Rod Combellick).

SECOND: Althea Rizzo.

VOTE: Unanimously in favor.

Policy Recommendation 11-2

MOTION: To adopt Policy Recommendation 11-2 (Dave Jackson).

SECOND: Jon Price.

VOTE: Unanimously in favor.

Policy Recommendation 11-3

MOTION: To adopt Policy Recommendation 11-3 as amended (Jon Price).

SECOND: Craig dePolo.

VOTE: Unanimously in favor.

Policy Recommendation 11-4

MOTION: To adopt Policy Recommendation 11-4 pending verification of the 1961 date, giving the WSSPC Board the authority to modify (Jonathan Price).

SECOND: Ron Lynn.

VOTE: Unanimously in favor.

Review of Policy Recommendations for 2012 Renewal

Two policy recommendations from 2009 will be up for renewal in 2012. PR 09-1 Earthquake Planning Scenarios will be sent to the Tsunami Hazard Mitigation Committee, and the PR 09-2 Earthquake Risk Reduction Strategies will be sent to the Engineering Construction and Building Codes Committee for recommendations for updating.

2011 Draft Policy Recommendations, continued

Policy Recommendation 11-5

The Basin & Range Committee assigned to this policy recommendation didn't realize it was tabled for additional input, and so Bill Lund, Craig dePolo and Mark Roberts will work on it in an expedited manner and when the Board gives its approval, it will be posted on the website for an email vote of approval.

FEMA Report – Wendy Phillips

- Partnerships are important to connect and share experiences.
- Policy aspect sets WSSPC apart – without policy can't move forward.
- She is pleased to be involved in the NEPM agenda.
- Her role is to oversee the consortia cooperative agreements and is the Coordinator for the FEMA Earthquake Program Managers.

FEMA Report – Mike Mahoney

- Next-generation performance-based seismic design project is about 1 year away from completion. Applied Technology Council (ATC) is developing performance-assessment software (Performance Assessment Calculation Tool – PACT) that will provide engineering guidance to building owners.
- Guidance is being developed to be able to cost effectively rehabilitate soft-story wood-frame buildings in high seismic areas. CAPSS (Community Action Plan for Seismic Safety) project in San Francisco researched what other communities are doing to address this vulnerable hazard.
- FEMA E-74 is being updated by ATC as a web-based document.
- FEMA P-749 *Earthquake-Resistant Design Concepts: An Introduction to the NEHRP Recommended Seismic Provisions* is available now. The states play an important part in adopting the most recent building codes.
- FEMA, CUSEC (Central U.S. Earthquake Consortium), and IBHS (Insurance Institute for Business and Home Safety) jointly held town hall meetings to encourage building code adoption and enforcement.
- A preliminary report on the Tohoku, Japan earthquake and tsunami will be given at the National Earthquake Program Managers meeting.

USGS Report – Keith Knudsen

- John Parrish welcomed Keith Knudsen, who is the new liaison to WSSPC from the USGS. Keith provided a written report and highlighted a few items:
- The multi-hazard initiative that would support development of the earthquake early warning prototype system was eliminated due to budget cuts, and other activities such as LiDAR data acquisition, and emergency management training on new USGS products were cut.
- Several utilities have purchased NetQuakes instruments. Data will be processed by the USGS and provided to them.
- The Japan earthquake focused attention on the safety of nuclear power plants.
- USGS is conducting studies in the Sacramento-San Joaquin Delta with the California Geological Survey to characterize seismic hazards there.

WSSPC Committee Reports

Basin & Range Province Committee – Bill Lund

- The Committee reviewed Policy Recommendations 11-2 and 11-3, and plans for the draft of 11-5 were previously discussed.
- The model web-based template developed by the Utah Geological Survey for a post-earthquake clearinghouse will be produced next year and be tested during the Utah ShakeOut in 2012.
- Plans for a Rural Earthquake Summit are indefinitely tabled, and may be reconsidered as a webinar.
- The Basin & Range Earthquake Working Group is proposing a second meeting in November 2011 under the auspices of WSSPC to surface issues relevant to the seismic hazards of the Basin & Range Province and provide recommendations to the USGS for the next revision of the National Seismic Hazard Map.

Tsunami Hazard Mitigation Committee – John Parrish

- The Committee reviewed Policy Recommendation 11-1.
- The Committee wrote a letter to NOAA in support of state tsunami programs and maintaining the current funding strategy of 27%.

- After the Japan earthquake, the Committee decided to fast track the preparation of a tsunami White Paper, including “Lessons Learned” and state accomplishments.
- At the California Seismic Safety Commission hearing on the Japan tsunami, pre-tsunami field teams were recommended to be deployed to known tsunami hot spots to take measurements and document conditions before the next tsunami.

Engineering, Construction, and Building Codes Committee – Ron Lynn

- The Committee reviewed Draft Policy Recommendation 11-4.
- The Committee is working on a lifelines policy recommendation, but standards and guidelines are practically non-existent.
- A draft of proposed Appendix L of the next International Building Code may necessitate modifications to WSSPC Policy Recommendation 11-3 on Earthquake Monitoring Networks.
- The committee is considering a policy on gas shut-off valves since the technology has improved.

New Business and Adjournment – John Parrish

- There being no new business, the meeting was adjourned by the Chair.

Respectfully submitted,

Patricia L. Sutch
WSSPC Secretary