

***CAER Board of Directors  
Meeting Minutes  
March 27, 2008***

***In Attendance:*** Tony Paul-Shell-Chair, Rod Campbell-Criterion, John Driscoll-Conoco, Emily Hopkins-CCC Fire, Pete Jurichko-Rhodia, Paul Craig-Community Rep., Peggy Marshburn-CCC Office of Education

***Staff:*** Tony Semenza, Lori McDonald

***Absent:*** Mark Ayers-Chevron, Dale Backlund-Dow, Cpt. Don Gordan-Sheriff, Rich Leland-Tesoro, Dave Peck

**Approval of February 2008 minutes**

Peggy Marshburn motioned to approve, Emily Hopkins seconded.

**Finance Report**

The monthly Balance Sheet was reviewed as well as dues payments received to date. To date we have received at total of \$75,750.00.

Lori also reported that all Action Teams are spending some money. The Outreach team will be paying for the cost of the printing of the CAER Brochures. The Emergency Preparedness Team will be purchasing a sound system for CAER and its members to use. The HazMat Team is putting on a 3 day conference April 1-3 at the USS Hornet in Alameda.

**Report on Emergency Notification Team**

Randy Sawyer reported on his Emergency Notification Team. They continue to work on policies and procedures surrounding the Community Warning System (CWS) and are looking at a program called Square Loop. This is a pilot program that would allow the average person to receive alert notifications via their cell phones and it could be easily downloaded from a subscription. This is currently being reviewed by County Counsel. Time frame for this was January 1, 2008.

The CWS is currently changing their terminals. Currently it operates through Packet Radio. The CWS is looking into Community Alert Protocols (CAP) which is an Internet Based System and the terminals are getting set up to go through this CAP interface. Currently through Packet Radio it takes about 5 to 6 minutes, with the Internet program it would only take a matter of seconds. However, radio would still be used as a backup. The Sheriff's Office is responsible for the overall system, operation and maintenance. Currently there are 5 radio towers throughout the County with the CWS.

### **Executive Director Report**

Tony reported that last week's Safety Summit was very successful. However, attendance was down with approximately 50 people in attendance. Tony is planning on writing a letter to the Safety & Health Dept. Managers to possibly get more attendance at our Summits. Managers from Chevron, Shell and Conoco were among those in attendance. Tony will send out a reminder email with dates for all upcoming SSOC meetings as well as upcoming Safety Summits for 2008.

Tony talked about a new BP video regarding their most recent incident. On this video they mention Contra Costa County favorably.

Tony continues to work with Shell and the Martinez School District to provide the schools with earthquake supplies.

### **Announcements**

PIN Network has an upcoming meeting on media and communications set for April 10<sup>th</sup> at the County Office of Education building.

Chief Keith Richter is part of the National Forum to formulate National Strategy for Fire Loss Prevention. Emily will be attending the National Fire Academy in Emitsburg, Maryland for Leading Communications in Risk Reduction.

**Meeting Adjourned at 1:15 p.m.**

**Next meeting of CAER Board of Directors  
Thursday, April 24, 2008  
12:00 p.m.  
CAER Conference Room  
1330 Arnold Drive, 2<sup>nd</sup> Floor  
Martinez**