

**Structural Engineers Association of Georgia (SEAOG)
Structural Engineer Emergency Response (SEER) Committee
Conference Call Meeting Minutes
June 12, 2013**

		In Attendance:
Committee Members:	Bob Goehring (Chairman)	X
	Don Allen (Co-Chair)	X
	George Briglevich	
	Kurt Heinrichs	X
	Lawrence McDowell	X
	Ken Nuttall	X
	John O'Brien	X
	Paul Shelton	X
	Stephen Skalko	
	Daniel Toon	X
	Rob Wilacher	
	Bill Abballe (AIA)	
Eric Hagberg	X	

Introductory/Awareness Letter

- John has created a spreadsheet with the city and county contact information to mail merge into the letter.
- We need to come up with a generic title for who the letter is directed to since we don't have accurate contacts for all jurisdictions.
- Bill Abballe suggested modifying the letter to note that we are coordinating with AIA as well. The committee feels that there is no need to change the wording of the letter since we already state that we are coordinating with professional organizations.
- We will be sending out over 300 letters. We will need to present the costs for stamps, envelopes, etc to the SEAOG board for reimbursement.
- Once the letters have been printed, the committee will find a time to get together to stuff the envelopes.

Fall Training at PDH Friday

- GSPE is interested in having our group present at this year's event. PDH Friday is scheduled for October 25, 2013.
- We need to market the event. We need to reach out to the SEAOG membership, as well as AIA and BOAG.
- Other trained presenters are encouraged to help out with this year's presentation to keep their trainer certification up to date.

PR Article for Georgia Engineer Magazine

- No updates.

Coordination with CalEMA

- Don and Kurt to coordinate on contacting CalEMA trainer to get the list of others trained in the southeast and better understand who and how the list can be accessed in a time of need.

Other Items:

- George is working on the Good Samaritan checklist for potential volunteers.

Next Meeting: 9:00 a.m. Wednesday July 10, 2013