

**Structural Engineers Association of Georgia (SEAOG)  
Structural Engineer Emergency Response (SEER) Committee  
Meeting Minutes  
March 8, 2012**

		In Attendance:
Committee Members:	Bob Goehring (Chairman)	X
	Don Allen	X
	George Briglevich	X
	Kurt Heinrichs	X via conference call
	Lawrence McDowell	X
	John O'Brien	X
	Paul Shelton	X
	Stephen Skalko	
	Daniel Toon	X via conference call
	Bill Aballe (AiA)	X

SEER Plan Manual from NCSEA

- In general, it seems that our local SEER committee is on the right path outlined by the NCSEA SEER Plan.
- All committee members, and especially subcommittee chairs should try to review the manual for comments/discussion at the next meeting.

Draft of Mission Statement for SEAOG website

- The draft of the mission statement has been submitted to the SEAOG Board, but they have not provided any feedback yet.
- Paul will bring up again at the next Board meeting.
- Bill Aballe suggests noting "structural assessment" in the mission statement, as this is how AIA views this group; while AIA also performs assessments in a disaster, their role is also focused on planning for disaster resilient construction, especially in the rebuilding phase after a disaster.
- Send any comments on the proposed mission statement to Bob.

Training Update

- Don has applied for a spot for our committee to speak at the GEA Summer Conference in June. He has not received confirmation yet. Don will follow up to confirm that we have a session and how much time we will have to present.

- Paul asked if Bill Aballe will be able to assist in the presentation at GEA since has experience from the volunteer standpoint. The intent of the presentation is to generate interest and volunteers by presenting volunteer experiences in the first half, then introducing and discussing our group to close out the presentation.
- Bill has contacted a Cal EMA certified trainer based in Florida, with the intent of offering a training session for AIA this spring. The cost of the trainer would be approximately \$450 if we can coordinate with his other travel to area.
- Bill also contacted California regarding a train-the-trainer session. We may be able to look into doing a combined training and train-the-trainer session this spring (probably May 2012 at TVS office) if it is not cost prohibitive.
- We are still planning to do a full training session at the PDH day this fall. We will need to look into bringing in a speaker for this event unless we are able to do the train the trainer event this spring. In that case a representative of our committee may be able to do the training.

#### Awareness

- Bill has talked to BOAG regarding a session at their Planning Convention. They did not seem very receptive. We should consider other ways to reach out to this group. We can try again as our SEER group becomes more active and organized. The importance of connecting with BOAG was brought up since they will have direct contact with GEMA in an emergency.

#### Contact list & SEAOG volunteer questionnaire

- It was suggested that we add all attendees from the last Atlanta ATC training to our email list and send them the questionnaire. Kurt will work with AI to do this in an effort to get more trained volunteers on the contact list.

#### Education

- Bill gave us an update on AIA's research on the Georgia Good Samaritan laws. He understands that Professionals will be protected if they are "deputized" or working as "agents" by the jurisdiction, even if they are not licensed in that jurisdiction. It was noted that only your professional license is protected, but there may be some issues with workers comp type insurance if you are injured. Further research is needed on this topic.
- Our group should confirm this information and work on generating sample documents that can be used for written confirmation of agent status in an emergency, as well as a document to submit to professional liability insurance carriers.
- In addition to sample documents, we also need to create checklists for volunteers to use while preparing to travel to the disaster site.

Goals established in this meeting:

- All members should review the NCSEA SEER Plan Manual.
- Paul will request feedback from the SEAOG Board on the draft mission statement.
- Don will confirm if we are on the agenda for a session at the GEA Summer Conference.
- Bill & Don will look into the cost to do a train-the-trainer session or a combined training and train-the-trainer session this spring.
- Kurt will coordinate with AI for reaching out to attendees of the last ATC training session.
- Additional volunteers from this committee are needed to help out with Education, particularly drafting the letters and checklists discussed in this meeting.

**Next Meeting: Thursday, April 12, 2012, 10:00am at the offices of Uzun & Case.**