

**Structural Engineers Association of Georgia (SEAOG)  
Structural Engineer Emergency Response (SEER) Committee  
Meeting Minutes  
May 17, 2012**

		In Attendance:
Committee Members:	Bob Goehring (Chairman)	X via conference call
	Don Allen	
	George Briglevich	
	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 via conference call	

**Awareness Letter**

- Paul has forwarded awareness letter to the SEAOG board for review and comment.
- The committee discussed who the contact person on the letter should be. The consensus was that it should be a semi-permanent member of SEAOG and not necessarily a member of this committee.

**Training Update**

- Training is scheduled for August 9-10. We need to announce through SEAOG and GEA Magazine in June.
- Paul brought up questions raised by the SEAOG board regarding the training.
- Do people being trained as trainers need to go through the training first before they can be trained as trainers? If training is required, is ATC training acceptable as a prerequisite? Bill to check with the trainer and let us know. We can do the training on Thursday and train the trainer on Friday if needed.
- SEAOG is willing to help with costs if needed. Bill stated that if enough people register the training should pay for itself. Training is limited to 75 people based on space at TVS – if demand exceeds the space we can refer people to training at PDH Friday.
- There is an option to print the two ATC books and issue in 3-ring binders if we need to save costs, though people would probably rather have the smaller manuals for field use.

**Contact list & SEAOG volunteer questionnaire**

- Attendees at the August training will be added to the list.

**Action established in this meeting:**

- All members should review the draft awareness letter and provide feedback.
- All members should make an effort to find contact information for building official or other key contacts for their counties for distribution of the awareness letter.

- Paul to coordinate with SEAOG board regarding comments and contact information for the awareness letter.
- We need to announce the August training sessions.
- Bill to find out additional details on the August training.
- Bob to try to find out the date for PDH Friday.

**Next Meeting: Thursday, June 14, 2012, 10:00am at the offices of Uzun & Case.**