



State of Tennessee
WEST TENNESSEE SEISMIC SAFETY COMMISSION
Minutes*
July 25, 2007

Members present:

Elaine Clyburn
Theodore Fox
Barry Moore
Jim Strickland

Clifford DeBerry
Richard Holliday
Shahram Pezeshk

Scott Fleming
Mike Kernell
Franklin Smith

Members absent:

Janice Millsaps

Eugene Schweig

Staff present:

Gary Patterson

Bev Cook

I. Welcome and Introductions

Kevin Roper, Government Relations at University of Memphis, called the meeting to order at 9:00 am. He welcomed everyone and asked all of the guests and board members introduce themselves. Among the guests were:

Charlie Bryant, TEMA
John Walsh, Vanderbilt University
Brian Blake, CUSEC
Cecil Whaley, TEMA
Lee Hinson, Shelby County Government
Nisha Powers, Power Hill Design Llc
Alison Nave, CUSEC
Karen Kitchens, Assisi
John Malpass, Motorola
Dedrick Brittanum, Motorola
Oliver Boyd, USGS
Arch Johnston, CERl
Sharye Hendrix, CCRR Northwest, UT
Valerie Mounce, CCRR Northwest, UT
Harvey Fischer, Farmers Insurance

II. Roll Call

Roll call was taken and a quorum was established.

III. **Vote for Chairman**

Ms. Cook asked for nominations for the “Chairman” of the Commission.
Nomination: Ted Fox; seconded. There were no other nominations.

RECOMMENDATION: TED FOX FOR CHAIRMAN OF THE COMMISSION. UNANIMOUSLY CARRIED.

IV. **Approval of May Minutes**

IT WAS MOVED AND SECONDED THAT THE MAY MINUTES BE APPROVED. UNANIMOUSLY CARRIED

V. **Bylaws**

Chairman Fox, Elaine Clyburn, and Barry Moore formed the committee to help develop a draft of bylaws for review. All members received a copy of the bylaws prior to the meeting by email. Chairman Fox thanked board members Elaine Clyburn and Barry Moore for their hard work and assistance in developing the draft. After a brief discussion and review, the commission voted unanimously to adopt the bylaws. Chairman Fox reminded the commission that the document has flexibility and is a living document that can be amended.

VI. **Vote for Vice-Chair and Secretary/Treasurer**

Chairman Fox continued by asking for nominations for “Vice-Chair” and “Secretary/Treasurer”. The vice-chair will act as chair for the meetings when Chairman Fox cannot attend and will be Chairman of the Commission the following year. Nomination: Barry Moore; seconded. No other nominations were made.

RECOMMENDATION: BARRY MOORE FOR VICE-CHAIRMAN OF THE COMMISSION. UNANIMOUSLY CARRIED

VII. **Nominations for Secretary/Treasurer**

Nomination: Eugene (Buddy) Schweig; seconded. My apologies to all involved for the confusion caused by my using an incorrect name.

RECOMMENDATION: EUGENE “BUDDY” SCHWEIG FOR SECRETARY/TREASURER OF THE COMMISSION. UNANIMOUSLY CARRIED.

VIII. **Vote for Executive Director**

The Commission discussed the position of Executive Director. After discussion, the commission agreed there was no need to vote for this position as it is a salaried position. Gary Patterson from CERI at the University of Memphis is the Executive Director of the WTSSC.

IX. **Vote for Committees**

Voting for the following committees, as described in our bylaws, will be held at our next meeting if time allows or as deemed necessary by the Commission. Included in the email with the minutes will be the list of committees and their purpose.

Coordinating Committee
Audit Committee
Strategic Plan Committee
Public Awareness and Education Committee
Communications Committee
Development Committee
Nominating Committee
Ad Hoc Committees

X. **Commissioners responses to list of planning ideas requested by Rep. Mike Kernell at our previous meeting in May**

After a short discussion about the importance of the list that the Commission needs, Mr. Roper (in Rep. Kernell's absence) asked the commission if their lists were prepared to please leave them with Ms. Cook. No lists were received. The lists are to help with the Strategic Planning Committee (as yet unformed) and will be needed by our next meeting. Mr. Patterson explained he would like to present a draft document to the Commission that has valuable information that could help the Strategic Planning committee in their planning. The document includes information from several Seismic reports and websites over a period of time. Mr. Patterson will send this document to the Commission via e-mail for review.

XI. **Funding proposal discussion by Mr. Roper**

Mr. Roper shared several scenarios for funding possibilities that have already shown promise for the commission. Representative Jim Kyle from the Tennessee General Assembly asked for Mr. Roper's assistance in obtaining funding for training for the nurses, doctors, volunteers, etc. that will be mobilized in a disaster

in West Tennessee. Even though the nurses, etc have been trained to support life and the emergencies of everyday, there is an urgent need for “specialized” training for catastrophic events. A proposal for \$200,000 has been prepared and submitted to the State of Tennessee.

Assisi, in coordination with John Walsh from Vanderbilt University, has also offered support for funding. A proposal for \$500,000 has been submitted.

There is a definite need to have a long term strategy for funding opportunities.

For a more detailed report, the audio version of the minutes is available at the University of Memphis, Government Relations office, Administration Building 322. Please call Ms. Cook at 901-678-5561 to arrange a time for review.

XII. **Biographies**

Biographies were requested at our last meeting and several were received. We discussed preparing an on-line form that each member could complete. Our web guru has been unable to complete that request, however today’s discussion included information that would be preferred. On the WTSSC website, www.itmattersareyouprepared.org, there is a link to the biographies that we have received. Elaine Clyburn’s format is preferred. Please look at that bio and prepare yours in that manner and forward to Gary Patterson (glpttrsn@memphis.edu) and Bev Cook (becook@memphis.edu).

XIII. **Presentation by James Bassham, Director, TEMA**

Director Bassham discussed the Earthquake Hazard Mitigation, Response and Recovery Efforts in Tennessee (1990-2007) Cecil Whaley, Natural Hazard Coordinator, TEMA

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XIV. **Presentation by Gary Patterson, Director, CERI Education and Outreach and Executive Director of West TN Seismic Safety Commission.**

Executive Director offered an Overview of seismic hazard and infrastructure vulnerability in the New Madrid Seismic Zone.

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XV. **Presentation by Bob Leicht, Deputy Director, SERRI/ORNL**

CARRI, Community and Regional Resilience Initiative, is a regional program that is part of Oak Ridge National Labs. CARRI's mission is to develop a process by which communities and regions can be better prepared to withstand the effects of natural and man-made disasters. Their goal is to better integrate the full resource base of a community into planning, response, and recovery so that the community can get back on its feet as quickly as possible. Deputy Director Leicht explained how CARRI will work with the West TN Seismic Safety Commission and other entities, governmental and public, to build relationships and a plan that will help the community improve its resilience; the ability to withstand and recover from a catastrophic event. Sarah Walen, Senior Mediator from the Meridian Institute also participated in this presentation.

XVI. **Presentation by Gary Patterson, CERI, WTSSC**

Seismic Building Code Basics

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XVII. Mr. Roper added additional comments regarding the importance of integrating processes with the corporate community, non – pro organizations, the Health Department, etc to discuss the major issues. A strategic plan must be implemented to allow information flow to the public, to get nurses and volunteers, trained, etc and to network with Oak Ridge, Vanderbilt, Bob Nations, Claude Talford, the mayors and all the key people involved. Groups like the Assisi Foundation will be extremely important to this process.

Chairman Fox reminded us that Barry Moore, as vice-chairman of the commission, will be the chairman of the coordinating committee. There are seven (7) other committees that also need to be filled. In addition to reviewing the bylaws, Ms. Cook will email a list of our committees and descriptions so that you can be prepared to vote on at least the Strategic Planning Committee and the Development Committee, which will develop a plan to obtain funding streams, etc. Please feel free volunteer if you are interested in a particular committee. Also, Ms. Cook will have a notebook for each member at the next meeting that can house, agendas, minutes, notes,

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XVIII **Next meeting**

After discussion the commission agreed that the meeting should be held at least four (4) times per year. Of immediate concern is need to get some goals established and the committees working, therefore an agreement was made that for the next several months we will meet on the last Thursday of the month, beginning at 10:00 a.m. for approximately two hours, agenda permitting. If more time is needed we can discuss that at the meeting. The agenda will give the flavor of the meeting and therefore give a better time frame as determined by what needs to be accomplished at each meeting. Please mark your calendar for our next meeting which will be on August 30 at 10:00 a.m., meeting place to be announced. Our November meeting will be on a different schedule. It will be Tuesday, Nov 6 at the FedEx Institute for a day long meeting sponsored by CERI. Details to follow.

Committees will decide when their meetings will be held.

The meeting was adjourned at 2:50 p.m.

Respectfully Submitted:

Minutes Approved:

Beverly Cook, Administrative Support

Chairman Theodore Fox

* For a more detailed report of the entire meeting, the audio version of the minutes is available at the University of Memphis, Government Relations office, Administration Building 322. Please call Ms. Cook at 901-678-5561 to arrange a time for review.