

Minutes of the NET Steering Committee Meeting
15 February 2011
Franz Hall, University of Portland, Murphy Room

Contact Portland NET Steering Committee
www.PortlandNetTeams.net
SteeringCommittee@portlandnetteams.net

Meeting start 7:10 pm

Background:

The NET Organization and Responsibilities Working Group and the Communications Working Group formed following an April 2010 meeting of NET team leaders; they met during the summer. Among their recommendations was the establishment of a Steering Committee to “provide overall management and direction to the NET program.” NET Steering members were asked to review before this meeting the two findings and recommendations of the Working Groups. The Steering and Sub-committees are made up of NET people who volunteered after a call for this from William Warren. The first meeting, where the Chair and the make up of each committee was decided, was held in the POEM offices on 12 January 2011. The decision re the future meeting location and dates was later made by email survey of the members.

Present:

Gayle Vrla–Chair, Chris Boeh, Jeffrey Rook, Gardner Grice, Robert Gardner, Barbara Conable, John Morris, Karen Koetz, John Schlichenmayer, Joshua Patterson, Pat Tiller, Jim Harrison

NET Steering Committee: *(from Neighborhood Coalition areas)*

- Gayle Vrla–Chair, from Northwest (Downtown FMA 1)
- Chris Boeh–Vice-Chair, from Central Northeast (Beaumont Wilshire FMA 14)
- Gardner Grice, from Northeast (Concordia FMA 14)
- Jeff Rook, from North (Cathedral FMA 22)
- Mac McCawley, from Southeast (Laurelhurst FMA 9)
- Robert Gardner, from Southwest (Multnomah FMA 18)
- Jacob Benton, from East (Hazelwood FMA 7)

Steering Committee Members’ Responsibilities: *(Some established at this meeting, some at our preliminary meeting.)*

- Gayle Vrla–Chair
- Chris Boeh–Vice-Chair
- Gardner Grice–Equipment Sub-committee Chair
- Jeff Rook–Training Sub-committee Chair
- Mac McCawley–Training Sub-committee member
- Robert Gardner–Internal Communications Sub-committee Chair
- Jacob Benton–External Communications Sub-committee Chair

Sub-committees Members:

- Equipment: Gardner Grice–Chair, Jim Harrison (Overlook FMA 24), Karen Koetz (Markham FMA 10), John Schilchenmayer (Lents FMA 11)
- Training: Jeff Rook–Chair, Mac McCawley, John Morris (Hillsdale FMA 5), Patrick Tiller (Downtown FMA 1), Erika Wolfe-Burr (Beaumont-Wilshire FMA 14)
- Internal Communication: Rob Gardner–Chair, Barbara Conable (Sabin FMA 14), Betsy Shand (South Burlingame FMA 10), Joshua Patterson (Montavilla FMA 19)
- External Communications: Jacob Benton–Chair, Jeff Cohen (Kerns FMA 13), Jeremy O’Leary (Centennial FMA 31), Murphy Terrell (Markham Multnomah FMA 18), Gary Tomono (Pearl FMA 3)

Also attending:

Scott Winegar–Operations Manager POEM

Advisors:

Scott Winegar–Operations Manager POEM

William Warren–Program Specialist POEM

Goals:

Gayle said the first and most important thing to do is to establish the primary goals of the Steering Committee and each Sub-committee. After meeting together at the beginning of the 15 March meeting, each Sub-committee chair is to present to the Steering Committee the primary goal(s) for their committee. This was the main subject of this meeting.

Decisions:

- *How meetings will be conducted.* The Sub-committees will meet ahead of the Steering Committee on the same night. Sub-committee members will be welcome to attend the Steering Committee meeting.
- *Activities based on founding documents.* It was agreed that the committee’s activities will be based on the founding documents provided by the two Working Groups.
- *Contact.* Scott Winegar asked that the names of the NET Steering Committee members be put up on the website so that they can be contacted. A new email address will be created by the Internal Communications Sub-committee to receive these emails from NET members and the public.
- *NET Survey.* A survey of all NET teams/members will be conducted. All members were asked to bring their suggested survey questions to the next meeting.

Discussions:

Various items were discussed that will be addressed as soon as the foundation is well established.

- *Liability issues.* The possibility of POEM’s legal liability when deploying NETs has been the main reason POEM has not asked NET teams for help during the last period of time. This is not just an issue in Portland but is a concern shared by all emergency managers across the country. Scott Winegar announced that “POEM is proposing a change to the City Code as it applies to NETs which formalizes NET governance and indemnifies NETs when acting under

the POEM Director and within the scope of their NET training.” Per this change, NETs will be excluded from the City’s indemnification when they are not “acting under the POEM Director” or are not acting “within the scope of their NET training.” These changes in the code will also provide a mechanism for removing a NET member for cause when needed. In other words, with this change, POEM will be able to call on NETs without fear of liability issues. It is also noted that the State’s Good Samaritan law will apply in most instances when NET members are carrying out activities within the scope of additional training, such as First Aid.

- *PDXprepared.net*. Gayle expressed a desire that the Communications Sub-committee either update pdxprepared.net or shut it down. Scott reported that he can put anything up on the POEM site. He assured us that this would not take a long time because POEM has direct access to the site.
- *SERV-OR*. Scott talked about SERV-OR, a module of HAN (which is an emergency communications system), that will enable individuals to update their own information.
- *NET Database help needed*. William Warren needs someone to help with the NET database.
- *Neighborhood Coalitions, Association areas, FMAs*. The relationship between NET teams and the FMAs, Neighborhood Association areas and Portland’s seven Neighborhood Coalitions was discussed. It is noted that the Organization & Responsibilities Working Group Final Report states: “Many small neighborhood teams are preferable to a few big teams in most FMAs.” How these will be set up exactly will be decided at a later meeting.
- *Neighborhood Coalition and Team Leader meetings*. It is POEM’s desire that Steering Committee members will meet with their Neighborhood Coalitions twice per year, and will hold Team Leader meetings twice per year.
- *NET Training in community colleges*. There was discussion of proposed classes in community colleges. It is noted that after this meeting a set of CERT classes were provided at Portland Community College.
- *Neighborhood Training*. Jeff Rook recommended that members check out SNAP: seattle.gov/emergency/programs/snap
- *ID Cards*. Scott Winegar said the Department of Human Services and FEMA are working to create a uniform identification card that can easily identify the different levels of training and so act as a genuine credential.

Meeting adjourned 8:30 pm.

Portland NET Steering Committee