

Executive Board Meeting Minutes

12-09-2020

<u>Officers</u>		<u>Team Leads</u>		<u>Committees</u>	
Chair: Peggy Gablehouse	P	Training: Kristie Adms	P	Evening Meetings -	
Vice Chair: Barry Bookman	P	Membership: Paul Petach	A	Fair – Anne McClellan	A
IT: Steve Rees	P	Materials/Events: P. Gablehouse	P	Facebook – Kristie Adams	P
Treasurer: Abby Schofield	P	Comms: D. Haycock	A	CERT - Barry Bookman	P
Secretary: Tuuli Bookman	P	Funding -		Historical -	
MAL 3 yr: Ray Kittleberger	P				
MAL 2 yr: Curt Scott	A				
MAL 1 yr: Lyman Foulkes	A				

Key: P = present AL = arrived late LE = left early A = absent

Meeting Location: Zoom Video Meeting

Call to Order: 1003

Chair’s Announcements & Comments:

- Steve O’Donnel has resigned, which brings the number of Members at Large to three, the correct number per the Bylaws.
- Curt donated two metal shelves. Peggy got permission to extend how the shelves were configured, which worked great, and she reorganized everything according to topics and how and when the items are used. She is asking for members to store their PEP-C items there so everything is consolidated.
- We have a lot of business cards with the old Gig Harbor post office box, and Curt’s phone number. Chair is looking for ideas on how to correct the old address, maybe apply a sticker or something to make the cards useable. It was suggested a return address label would be used to cover the old info. Chair is looking for ideas on how to be able to use the old cards. Ideas were to cross out the old info with a single line, or use a black sticker to cover the old info, or some other idea. Chair will look into black labels, or the labels Steve has that are black.
- Reminder that the 3x5 cards were to be purchased from the Angel’s Guild grant of \$550. The grant was specifically designated for the 3x5 cards, has no timeline, and can’t be used for other projects. This project is on hold. Chair will contact Curt to ensure the card design is completely finished.
- PEP-C is enrolled in the PayPal “Giving Fund.” PayPal normally charges a fee for transactions. The “Giving Fund” means PEP-C gets that fee reduced. There is nothing more PEP-C needs to do or apply for at this point.
- PEP-C is enrolled in Mail Chimp.

- On Nov. 21 we had someone signed up to buy a monthly raffle ticket. Chair will ensure she is getting her raffle tickets submitted. Chair will make a donation but will not take a raffle ticket. One person donated \$100. Chair is collecting names and numbers of raffle participants and will continue to promote the raffle. Kristie will ensure raffle info is re-posted on Facebook.
- Doug Munday will be the January 13 speaker, to speak on PC-Net and Ham Radio. He will speak about how he and his group is doing so well considering COVID restrictions.
- Meetings over the winter were poorly attended, but Chair is not giving up. Chair solicited ideas on speakers. We should revisit the survey results to identify subjects people were interested in. Abby suggested we ask Curt who his insurance speaker was. He was fantastic. Loa Anderson would be a good speaker for certain food subjects, but perhaps not on food preservation. Doug Nelson is also a consideration for food preservation. He won't be able to do evening meetings, and do not call him before 1030 AM. We need to be careful regarding liability and ensure we offer adequate disclosures up front, especially about home canning. The Allstate rep who gave a talk on insurance in the past was fantastic and had lots of public interest. Chair will try to secure an insurance speaker.

Treasurer's Report

- We received IRS approval to change our name to Peninsula Emergency Preparedness Coalition.
- The bank will need a copy of the minutes detailing this change, and new signature cards. Chair is fine with two people on the signature card, currently Abby S. and Don L. However, Chair feels the signatures should be PEP-C officers, and Don L is not an officer. Chair will ponder the issue. Having a second signature is important if something happens to the primary signatory. Chair is concerned with using Don due to his health issues. Chair asked Abby to check with Don to see if he still wants to be on the account.
- Don is also named on the PEP-C credit card. We may need to consider changing that person, though anyone can effectively use the card. Because Don handles the barrels it may make sense to leave him on the card. Abby will ask Don if he wants to remain the holder of the card.
- Current balance is \$2,744.44.

Fox Island Report (Ray Kittleberger)

- Ray pre-ordered DEM supplies for Fox Island and was able to pick up everything he needed, especially a bunch of "File of Life" cards. When the next order comes in, DEM will notify Peggy.
- Ray offered a Fox Island Report. They are working on Trauma Training. Abby says Jim is wanting psychological first aid class, not specifically physical "trauma" training, so there is some confusion as to terminology. Psych First Aid is not currently available anywhere. There is some course in emotional training involving tapping your face to help people calm down.
- Planning for 2021 as to how to roll out drills leading to the Cascadia Rising event in June 2022.
- Connections with other groups, Ray has talked to Peggy about concentrating efforts in 2021 to coordinate with Canterwood (Doug Munday) and Wind and Tides. He is looking to coordinate preparedness efforts with PEP-C, Canterwood, Wind and Tides, and perhaps the Mustard Seed Project. Ray wants to demonstrate to the county what preparedness is all about, and get the county to focus more on preparedness and not only on response. Chair will contact Don again about a list from Pierce County of neighborhoods that have been previously trained, and active neighborhoods currently under training. We need to update our contact information from this list, but this is private information and needs to not be disseminated. Peggy Lovell-Ford of DEM was concerned about distributing this list. Chair will contact Don to see if he has the list of old contact people for neighborhoods.

Other

- Kristie suggest we set targets for communities we want to reach out to, and utilize "Giving Tuesday" in the future (Nov 30, 2021) and perhaps solicit matching funds donations. We should set hard goals.

- Ray suggested speakers, we haven't heard from Candy at the school district. Maybe we could get an update early if we could have a fair in May 2021. Abby felt a fair in May is unlikely, due to not having widespread vaccination or herd immunity before summer. Chair thinks it will be spring 2022 before people would consider being in a crowd. Chair indicated having problems with email addresses going to PSD, and phone numbers weren't working either. Ray pointed out the confusion within the medical community.
- Ray suggested the Fire District 5 has a great video we may want to consider showing in March 2021, before fire season starts. Chair will look into securing a fire department speaker.
- Barry felt we need to do a much better job of promoting our speakers, we need better advertising. Barry doesn't see the need to have Executive Board meetings every month, since there's not much going on. Chair pointed out we already have a speaker for January. Chair feels monthly meetings are consistent and people do better with consistency, to build consistency. Chair also sends speaker invitations to members of her Civic Center preparedness group as well as PEP-C members. We may need monthly meetings to get a Treasurer's Report, and info on barrel sales, etc. (We haven't had a barrel sale since August 2020). Barrels are advertised on the website.
- We may need to buy more barrels. Don previously indicated he was going to order more barrels. Chair contacted Metagenics about their barrels, but has not heard back.
- Advertising ideas include: Key Pen News, Coffee News, KP Civic Center calendar, local papers – most need a long lead time. Next Door, local Gig Harbor website calendars. One downside is that some social media sites need a lot of refreshing to keep events “on top.”
- Ham Club Fox Island wants to connect with Doug Munday.

Motion made and seconded to have Executive Board meetings every other month.

Motion passed unanimously.

General Meetings will continue to be held monthly, but it is imperative we bring in lively speakers addressing topics of wide public interest.

Next Executive Board Meeting: February 10, 2021 1000 AM via Zoom

Meeting Adjourned: 1113

Submitted by:

Tuuli Messer-Bookman – Secretary

Approved: