# PENINSULA EMERGENCY PREPAREDNESS COALITION

# [www.pep-c.org](http://www.pep-c.org)

# Minutes for Wednesday March 13, 2019, 10 AM

#  PEP-C Regular Monthly Meeting

# Location: District 5 Fire & Medic One, at

# 10222 Bujacich Road NW, Gig Harbor, WA 98332

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## PEP-C Meeting AttendeES

Curt Scott – General Chair

Carolyn Sawyer – Vice Chair

Abby Schofield – PEP-C Treasurer

Mike Maroney – MAL

Linda Erwin-Gallagher- MAL

Steve Rees – Information Team Lead

Don Lee – Training Team Lead

Peggy Gablehouse – Materials Team Lead

Jane Olive – Membership Team Lead

Debbie Bailey – Pierce Co Emer. Mgmnt

Kathy Weymiller – – Pen SD

Sara Hoover – Pen SD

Candy Lawson – Pen SD

Malynda Green – Pierce County Health Dept.

Joe Gallagher – GH American Legion

Bill Celebuese – GH American Legion

Steve O’Donnell – American Prep

Joey Bruey – KP Lions

Diana Dundore

David Charbonneau – Heron’s Key

George Smith – Heron’s Key

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## ADMIN NOTE – THERE WAS NO FEBRUARY 2019 REGULAR PEP-C MEETING DUE TO SNOW FALL THAT LIMITED THE ABILITY TO DRIVE SAFELY. A SHORT EP FAIR MEETING WAS HELD ON FEB 27 THAT WAS ONLY ABOUT THE EP FAIR. ALL OTHER REGULAR BUSINESS WAS POSTPONED TO THE MARCH 2019 REGULAR PEP-C MEETING.

## General Meeting Convened:

* PEP-C General Chair Curt Scott convened the meeting at 10:06 AM and led the Pledge of allegiance.
* Members approved the January Meeting minutes (February meeting was cancelled due to snow)
* Abby Schofield gave the Treasurer’s Report for January and February 2019.

**JANUARY**

* + **Balance as of 1/1/19 $1,805.38**
	+ Deposits
		- Barrel Sales $ 35.00
	+ Expenses
		- One Year Betty Blog/Event Resources $100.00
	+ **Balance on hand 1/31/19 $1,740.38**

**FEBRUARY**

* + **Balance as of 2/1/19 $1,740.38**
	+ Expenses
		- Business Cards $448.62
		- Posters $78.12
			* Total Expenses -$576.24
	+ Deposits
		- Barrel Sales $ 35.00
		- From Old Account $ 50.00
			* Total Deposits +$85.00
	+ **Balance on hand 2/28/19 $1,298.64**

**GENERAL CHAIR COMMENTS**

Curt outlined the plan he has in mind for the rest of his time as General Chair, and indicated that he feels the time has come for another person in PEP-C to take over as General Chair so he can focus on fund raising. To that end, Curt outlined a basic plan for PEP-C activities:

* PEP-C members should attend as many community meetings, gatherings and events as possible and continue to spread the word about the PEP-C mission of preparing local communities for emergencies. For example, there is a Women’s Wellness Fair July 13, an all-day (9 to 5) event at Sehmel Park. PEP-C should be there.
* Keep talking to HOAs and other community groups. Curt has three PowerPoint presentations he can share, and he can teach folks how to use the PowerPoint. The three PowerPoints are
	1. Emergency Preparedness for Residents,
	2. Emergency Preparedness for Businesses, and
	3. 9 Steps for responding to a disaster. The 9 Steps PPT highlights the need for Map Your Neighborhood (MYN) and fits well as a follow-up to both the EP for Residents and EP for Businesses PPT presentations.
* Keep focusing on Emergency Communications. Encourage friends and neighbors to learn how to use HAM radios. They don’t need to be experts. They just need to have a basic understanding of how the HAM Emergency Network functions and a very basic knowledge of how to operate a HAM radio or Family Radio System (FRS = Walkie-Talkie radios – short range, hand carry, very simple radios). Basic knowledge of these radio systems is sufficient for the purposes of being useful in a major emergency and especially in a Cascadia Subduction Zone post-event response. As we build more neighborhood Emergency Teams (NET’s) we can organize exercises that include radio traffic in role play scenarios so when people have to use radios for real, they will know what to do.

## TEAM Reports

* **Information Team**: Steve Rees reported that the new PEP-C Website is up and running and Steve is migrating information from the old PEP-C Site to the new PEP-C Site. Steve indicated that there were over 70 elements in the old website, not all of which were necessarily a good idea for being on the new website. Curt suggested that each Team Lead work with Steve to migrate those elements that each Team Lead thought should be accessible on the new website. Curt requested that we have different Members each cover Facebook, Twitter and Instagram to allow Steve to continue to focus on the webpage. Peggy Gablehouse volunteered to learn and cover PEP-C Facebook output. We still need members to cover Twitter and Instagram. Steve also wants photos of the officers, Board members and Team Leads to include on the Website. Hugh volunteered to shoot the photos.
* **Training Team:** Don Lee and Carolyn Sawyer reported meetings with several HOAs numbering about 200 people altogether. Curt indicated that PEP-C members need to continue to focus on building neighborhood preparedness using Map Your Neighborhood (MYN) and that MYN is a key part of the Emergency Preparedness presentations he’s been giving to groups for the past several months.
* **Materials Team:** Pierce County has awarded PEP-C a $100 grant to spend on something to further our mission of neighborhood preparedness. Don Lee reported that PEP-C has only a few water barrels left and to order more requires $1700 to pay for the barrel replacement order. Because the current PEP-C account balance is below that level, PEP-C needs to generate more funds to get sufficient money in the bank to cover the $1700. Curt indicated that the lack funding hampers so many necessary PEP-C actions that this is the primary reason he will step down as Chair in June of 2019 so he can focus on getting more funding for PEP-C.
* **Membership Team:** Jane indicated no change from the last meeting. Jane indicated that she would like to withdraw as Membership Lead because she has her hands full with the PEP-C History. Curt reiterated urging PEP-C members to participate in the weekly Wednesday morning Super Business Group at the Madrona Links Golf Course at 7:30 AM and the weekly Thursday morning Chamber of Commerce breakfast at Cottesmore that meets at 7 AM – both meetings are ways to keep the local community aware of PEP-C and the PEP-C mission. Each of those meetings gives attendees the opportunity to stand and make a brief statement about the organization or company they represent so having PEP-C members attend is a very good way of continuing to spread the PEP-C word and helps to build membership.

* **Emergency Communications Team:** David Haycock and Curt continue to work on the Cache idea. The issue again is money. To create a cache will cost about $25,000 each, and our area will need about 16 Caches for a total cost of about $400,000. That will require a serious effort. All indications are that such money is available but requires extensive hoop jumping to accomplish all the preliminary work to get the grants necessary to fund the caches. This issue is one more reason why there must be a dedicated focus to raising capital to accomplish this critical emergency preparedness activity.
* **Funding Team:** Curt emphasized that PEP-C needs more funding and cited the barrel order and the Caches as two important issue highlighting why he’s decided to step down from General Chair to focus on funding. Curt indicated that over the past three years, PEP-C has changed and the key issue of those changes is that there be an orderly change of leadership. He indicated that he may ask again for support to become chair at a later date, but funding issues must be solved for PEP-C to actually fulfill the PEP-C mission.

**Old Business**

**PEP-C Night Program**

Peggy Gablehouse reported that her next program on Thursday is hosting the Port Orchard Fire Department Deputy Chief who was in command of the Port Orchard response to the tornado that occurred in Port Orchard the week before Christmas. Curt urged anyone who could attend to support Peggy’s program. The more attendance at Peggy’s evening programs the better. Tell friends and neighbors.

**PEP-C Emergency Preparedness Fair – March 2nd, 2019**

Curt reported that although the general comments from those who participated and those who attended was positive, attendance was very light – approximately 160. Two reasons probably were the cause of the light attendance. First was the weather. We experienced the best Saturday weather in the past three months with sunshine and warm temperatures. The second reason was the marketing did not appear to create any kind of significant draws. We did not spend as much on marketing that that could have been the difference, or just that after a miserable February, a really nice Saturday was just too much of a compelling reason to not go inside. A third tangential reason could also have been that PEP-C members have been very active in communicating with community residents such that those residents felt no compulsion to attend as the training and discussions such as Map Your Neighborhood are working, and people feel they are preparing more appropriately. In any case, Curt indicated that a follow-up meeting to discuss the EP Fair and hopefully that meeting will occur before the next Regular meeting on April 10, 2019.

**Filling Leadership Vacancies**

Jane Olive is stepping down as Membership Chair. We need a replacement for Jane.

Secretary position is vacant. Curt is doing triple duty chairing PEP-C, acting as Secretary producing the Meeting Minutes with the help of note-takers (thank you note-takers) and being the Funding Team Lead. We need someone to step up and take over PEP-C Secretary duties. Curt indicated he will help whoever fills that role with the preparing the meeting minutes, but we really need to fill the Secretary position. Please volunteer.

**New Business**

**Elections** – Elections are coming up.Curt is stepping down as Chair to concentrate on funding (and help the new Secretary). Vice Chair Carolyn Sawyer and Treasurer Abby Schofield agreed to continue in those positions so we need to elect an new Chair and a new Secretary. The two expiring terms for Members at Large (MALs) for the PEP-C Board, Linda Erwin-Gallagher and Mike Maroney each agreed to serve another three years so we only need to fill two vacancies - General Chair and Secretary. Please consider serving in one those roles. The current organization of teams doing most of the work has reduced the workload of the Officers substantially and taking those roles is not nearly onerous as was in years past. Curt said he would help whoever was in both positions as much as possible. He indicated that when the money situation was resolved, he would consider returning as an officer or MAL if the members were so inclined.

**Pierce County Volunteer Award** – Peggy LovellFord submitted PEP-C for a Group Volunteer Award (the $100 from last month’s discussion) for the 2018 year. We will be part of the Pierce County Volunteer Awards (9:30 to 11:30) on March 16th at Clover Park Technical College McGavick Center. Please everyone, thank Peggy L for submitting PEP-C, and to all the PEP-C members, thank your for doing outstanding volunteer work!

**MARCH MEETING SPEAKER – Linda Erwin-Gallagher, Mental Health Therapist**

Our own PEP-C Board Member at Large Linda Erwin Gallagher was the March Meeting Speaker presenting on Psychological Emergency First Aid. Linda first gave her extensive history of psychotherapy for Emergency Workers and First Responders. She worked for years with First Responders in Southern California addressing the mental trauma that First Responders encounter in daily work. Then, Linda explained the role of the Psychological Therapist and how having someone with those skills is a great benefit for anyone dealing with large scale disasters.

Any disaster produces a lot of stress for everyone involved. The challenges of enduring those stressful critical incident events creates a time when Post Traumatic Stress Disorder (PTSD) is common. Anyone who has endured those kinds of critical incident events can become a victim of PTSD. She indicated that the pattern of process that currently appears to work the best with someone dealing with PTSD or with any stressful situation is to allow the people involved to connect with their feelings and making a human connection. Establishing human connections at that point is very important to establishing mental stability.

For people who are suffering from trauma due to a large-scale disaster, making human connections is critical. To maintaining mental stability. If you’re trying to help, focus on identifying what that person needs right now, and try to address those immediate needs. The focus needs to be on three needs: Physical, Cognitive and Emotional.

In this process, the first 24 hours is often the most critical time. The processes that will help retain mental stability are: 1) Structure time and keep to schedule, 2) Exercise, 3) Rest (don’t keep going until too tired to function), 4) Avoid doing ‘Crazy Things’, 5) Avoid Alcohol and Drugs, Do not Self-Medicate, 6) Reach out to Family, Friends and Neighbors, 7) Maintain personal hygiene, 8) Eat healthy well-balanced meals on a regular schedule, and 9) conduct regular “Grounding Exercises”.

Grounding Exercises include things like counting down from 5 to 1 at a slow pace, physically practicing to reduce pulse rate and slower breathing, concentrating on doing things that will help calm the person. Breathing is one of the most critical exercises a person can do. Taking in long, slow, steady breaths helps significantly to reduce physical and mental tension. Rhythmically clapping hands and stamping feet in steady pace can also help reduce stress. Naming objects, counting backwards from 100, describing objects and spelling words and object names backwards can also help bring down stress by diverting from remembering the traumatic events the person witnessed.

For the person helping, the most important skill is listening with all your senses. Repeat back to the person what the person said to you. Use the same words they used. Get the person to do tasks, to engage in the ‘here and now’. The person may get angry. Don’t take that anger personally. Some people are angry that they did not or could not do something more to help and just need to vent that anger. If you feel threatened, you can leave. Better to walk away than to stay and become an object of a violent attack by a distressed person. Linda followed with several brief exercises that used some of these techniques.

**CLOSING COMMENTS**

**THANKS FOR EXTRA EFFORTS TO……**

* To Steve Rees for continuing to make the PEP-C website more useable and attractive
* To Jane Olive for all she has done this past year to help build membership while also working on the PEP-C History
* To everyone who helped with the Emergency Preparedness Fair. KUDOs to you all!
* To Peggy Levellford for nominating PEP-C for the Volunteer Award. We are truly honored!

**Meeting adjourned at 11:07 AM** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Next Meeting:

### April 10, 2019

### Speaker – Joe Gallagher

### American Legion Emergency Preparedness

# District 5 Fire & Medic One Headquarters Building

# 10222 Bujacich Road NW, Gig Harbor, WA 98332

# Attend and Bring a Friend!

*Peninsula Emergency Preparedness Coalition*

*www.PEP-C.org*