

**Structural Engineers Association of Georgia (SEAOG)
Structural Engineer Emergency Response (SEER) Committee
Meeting Minutes
December 8, 2011**

		In Attendance:
Committee Members:	Bob Goehring (Chairman)	X
	Don Allen	X via conference call
	George Briglevich	X
	Kurt Heinrichs	X
	Lawrence McDowell	X
	John O'Brien	X
	Paul Shelton	
	Stephen Skalko	
	Daniel Toon	X via conference call

Introductions

Contact List & Questionnaire

- Kurt has assembled a questionnaire to be distributed to the SEAOG membership. This form was reviewed by the committee.
- Recommendations from the committee include:
 - o Provide options for participant's area of expertise. E.g. civil, structural, geotechnical, etc.
 - o Remove employer and employer address, and home address. Request participant's city and state only.
- Kurt will incorporate the committee's recommendations and send to Paul Shelton for review by the SEAOG Board of Directors.
- After review by the Board, the list will be distributed to the SEAOG membership by Al Lagerstrom.
- After reviewing the process with the SEAOG membership, we will look at distributing the questionnaire to other local organizations.

Training

- No new information from Ed Huston regarding the train the trainer program.
- California EMA Safety Assessment Program mentions a train the trainer program on its website, however nothing is scheduled. This may be an option.
- ATC 20/45 is the preferred training option.
- Don to look into the option of holding an ATC 20/45 training at the GEA summer meeting in 2012. Other options include another SEAOG sponsored training session at Georgia Tech, Mercer, or another location.
- Don also will coordinate with Bill Aballe regarding AIA's training schedule.

- Refresher courses: There may be an option to reduce the cost of attendance at the ATC training for those who have already been trained since they will not need to purchase the books.

Awareness

- BOAG & GEMA have a board meeting in January. Paul Shelton may have contacts with this group and may be the best person to act as a liaison between the groups.
- Including a AIA, BOAG and GEMA contact on this committee's correspondence is an option to generate awareness within those groups.

Education

- Providing deployment information on the SEAOG website was discussed. A checklist of things to bring should be posted. Checklists provided in the ATC field manuals can be used as a starting point.

Goals established in this meeting:

- Kurt to revise questionnaire and submit to Paul Shelton for review by the Board of Directors.
- Don to continue to look into the train the trainer program.
- Don to coordinate with GEA and AIA regarding training opportunities in 2012.

Next Meeting: Thursday, January 12, 2011, 10:00am at the offices of Uzun & Case.