

SHERN Meeting Minutes

6/1/2018

Providence Archives

9:30-11:30am

- I. Approval of 4/6 mtg minutes [SL]
  - a. Correction: the portion of May 11 workshop that took place at the Stimson-Green mansion was training, not a tour. [GM]
  - b. Correction to by-laws: language in the new members section should match letter to new members. [GM]
  - c. Amended meeting minutes approved [SL]
- II. Treasury update [DW]
  - a. \$25 in savings account
  - b. \$1694 in checking account
  - c. 3 outstanding dues
- III. SHERN Prep Plan [DW]
  - a. SHERN members should identify an institutional rep and an alternate rep for the call list. If neither the rep nor the alternate can respond, institutions should use their own internal chain of alternates.
- IV. SHERN Cache Sub-Committee update [DW]
  - a. Covered purchases to date
  - b. Developed new priority list (distributed at meeting, attached to minutes)
  - c. Plans to create go-bags which will be stored at the front of the cache container (see list)
    - i. SAM has 15 pair of boots
    - ii. Use clear bags. 3 medium, 3 large
    - iii. Duplicate JOBOX at container
    - iv. Supply assembly party?
  - d. To-do at container:
    - i. Label shelves
    - ii. Lighting/flash lights at entrance
    - iii. SHERN branded Safety vests
    - iv. Non-potable water for cleaning/rinsing gear
  - e. Call for supplies – If you have items from the list that can be contributed to the container please send a list of those supplies to DW by the 1<sup>st</sup> week of July.
  - f. Supply committee will arrange a work party at the container, either July 13<sup>th</sup> or July 20<sup>th</sup>.
  - g. Members can be reimbursed for any supplies that they buy. Save receipts.
- V. Disaster Planning Response/Recovery Stories
  - a. Members expressed concerns about Belfor and cited two occasions (flood at Archdiocese of Seattle and flood at Providence, Edmonton, Canada).
    - i. Concerns include:
      - 1. 5 hour Lag between flood event reported to Belfor and when freezer truck arrived [SD]
      - 2. Lack of communication with archivists on-site to better understand what is in collections
      - 3. Removed material for freezing without providing an inventory
      - 4. No communication once materials were on-site at Belfor

5. Belfor doesn't have a collections specialist on staff, just facilities specialists
6. Group agreed to invite Belfor rep to next meeting to help them better understand the needs of heritage institutions during a response/recovery effort
7. Group agreed to invite Polygon to give overview of their services

VI. Feedback about the Seattle Heritage Response workshop, 5/10-5/11, 2018

- a. Slides not available due to presenters' IP concerns [CG]
- b. Useful exercise at mansions but opportunities for better organization of the groups at the November workshop [GM]
- c. Taking the Incident Command Service course before the May workshop would have been better [CG]
- d. About 75% of the attendees were part of SHERN
- e. Some confusion lingering about SHERN vs. SHR (Seattle Heritage Responders)
- f. Discussion followed about inviting private non-profits to join SHERN (MoPoP, Living Computer museum). The Board will discuss this further.

VII. Call for volunteers to host 10/5 & 12/5 meetings

- a. 12/5 meeting likely to be held at Seattle Opera.

VIII. Group addressed question about Salvage Priority lists [JI]

- a. CG offered a criteria list created as a result of the Christchurch, NZ earthquake
- b. GM offered a criteria list developed by WESTPAS

IX. Adjourned