

**Seattle Heritage Emergency Response Network
SHERN**

Date: December 10, 2018

Time: 9:30-11:30

Location: Frye Art Museum

Present: Peter Schmid (Providence Archives), Cory Gooch (Frye Art Museum), Kayla Trail (Frye Art Museum), Geneva Griswold (Seattle Art Museum), Jennifer Winkler (City of Seattle, Archives/Records Management), Melanie Cole (Seattle Office of Emergency Management), Jennifer Martin (City of Lake Forest Park), Joshua Zimmerman (Archdiocese of Seattle), Kate Leonard (University of Washington Libraries), Loretta Greene (Providence Archives), Susan Lewandowski (Henry Art Gallery), Nicole Davis (Museum of Flight), Carol Shenk (King County Archives), Diana Wells (Diocese of Olympia), Stephanie Lamson (University of Washington).

Approval of minutes

Minutes of the October 5, 2018 meeting were approved

Member introductions

All present introduced themselves.

Treasurer's report

Treasurer Diane Wells reported on SHERN's accounts:

Savings: \$25.00

Checking: \$1,176.98

Review Secretary role and Nominations for secretary and voting

Carol Shenk is unable to complete her term as secretary. The role was discussed, and nominations/volunteers were requested from the membership in attendance. Jennifer Winkler (City of Seattle Archives/Records Management) volunteered to complete Carol's term. Nomination was presented by Stephanie Lamson, seconded by Cory Gooch. All in favor, none opposed.

Members thanked Carol for her work as secretary and wished her the best in future endeavors.

Updates

SHERN Cache (Diane)

Diane updated members on the SHERN Cache contents. Additional supplies were purchased and added to both the Joboxes at the Frye and the container at the Museum of Flight. Both inventory lists have been updated to reflect newly acquired items. The GoBags were also updated and there are now 6 bags prepped and ready for use.

Members from the Frye indicated that the Joboxes had to be moved for security issues. They are currently located over a grate, please be careful with keys if you are accessing the boxes. A light will be added to the area for safety. During the tour it was noted that the grates the boxes are on may not be stable during an earthquake and could fail, dropping the boxes into the open area below and making them inaccessible. Frye staff will work with their facility people to stabilize a platform. NOTE FOR SPRING – WATER WAS REMOVED FROM THE JOBOX due to freezing conditions during the winter.

Members were asked to review the content lists and send any additional recommendations for items to Diane.

4Culture is offering grants again for supplies. If anyone would be interested in coordinating this effort, please contact Diane or Stephanie.

SHERN PReP plan (Stephanie/Carol)

PReP plan is the last stages of updating. For institutions with more than 2 SHERN members, only the primary and alternate are listed on the plan. Contact Stephanie with any changes. It will be available on the website.

Seattle Heritage Responders (SHR) workshops, role of SHR in SHERN and AIC responders (all)

Members who participated in the SHR workshops shared their experience. Attendees felt it was a good exercise overall, the scenarios were interesting and relevant and well-thought out.

Next steps for the SHR program and roles of SHR participants were discussed.

- Bring back some of the exercises and gear towards Seattle and what we have prepared.
- Communications – how do we respond, what are the first lines of communications, where would we meet if needed.
- Damage assessment forms – can we develop one for SHERN members to use during a disaster. Form could live on the website and have copies in the Jobboxes and container. Forms could also be used as a measure for requesting needs, deciding who needs the supplies in the cache first, etc.
- Follow up with AIC on how to keep everyone at the workshop together (not everyone attending was a member of SHERN, some were from out of the area). How can we utilize those additional resources?
- What are other groups who went through the training doing? Example how are the Miami or Atlanta group working with local groups to pass along knowledge.

Updates (All)

Future topics were discussed:

- Anchorage earthquake – contact heritage institutions re: how their collections fared during quake
- Earthquake migration tips/techniques for institutions
- Active Shooter training
- Stop the Bleed training (offered via City of Seattle Office of Emergency Management)

A question had been asked to Belfor at a previous meeting: Are all members of SHERN part of the Red Alert program? Belfor has not responded to this question.

Meeting adjourned and group was given a quick tour of where the Jobboxes are located. Members also were given the opportunity to open the Jobbox.