

Steering Committee Meeting Minutes

**May 26, 2010 – 9 a.m. to 11 a.m.
Union Bank of California**

Attendees: Heidi Albers, American Ag Credit
Barry Cardoza, Union Bank
Jeffrey Dell,
Jennifer Enault, Bridge Bank
Steven Johnson, Union Bank
Carlo Kelejian, Rabobank
Kim Koppien, NYSE Euronext
Cheri Mora, San Mateo Credit Union
Peter Ohtaki, California Resiliency Alliance
Al Parso, First Republic Bank
Mark Sole, Wells Fargo

Guests: Ian Lintermans
Mary Ellen Carroll, San Francisco Office of the Controller
Pauline Marx – San Francisco Office of the Treasurer

1. Barry introduced the representatives from the City and County of San Francisco and gave them an overview of the history of BARC*first* and the other national coalitions. Mary Ellen Carroll from the SF Controller's office spoke of an initiative they have to partner with the private sector for both short term and long term recovery following disasters or other events, with their goal being to ensure that they can continue to meet all of their fiduciary responsibilities.

In addition to exploring partnership possibilities with BARC*first*, Barry suggested they look into joining the governor's Emergency Partnership Advisory Workgroup (EPAW), in which Barry chairs the Financial Committee. He also mentioned the upcoming Meta Leadership Summit for Preparedness on June 15th and 16th as a good venue for them to get information and network with preparedness planners from other organizations.

Barry mentioned that one of BARC*first*'s needs insofar as recovery after an event would be better communication and interaction with critical infrastructure utilities. In that regard, as a means of fostering the partnership with BARC*first*, Mary Ellen mentioned they have a "lifeline partnership" with many of the critical infrastructure utilities that they could make available to BARC*first*. Other comments included Kim Koppien having mentioned the need for more participation in the city's Building Occupancy Resumption Program (BORP) and a related comment from Al Parso about the need for a credentialing

program similar to the one in place for New York City. Ian Lintermans inquired about their plans for ensuring expertise availability in the event that critical staff are unavailable following an event. Mary Ellen responded that they are working on that as part of this initiative and she envisions testing their readiness at some point with appropriate injects during upcoming exercises. She asked for Ian's assistance in preparing appropriate future injects.

2. Peter Ohtaki summarized the Golden Guardian exercise held on May 18th and 19th, making the following points:
 - The flow of information among the private sector liaisons participating in the exercise went well and the exercise was extremely useful for that purpose
 - The exercise was also useful in that it provided a training experience for Peter and Ray Bonilla, who are liaisons for the state's Regional Emergency Operations Center (REOC).
 - One area for improvement that was identified was the need to better define the method for collection of information and the standardization of the formats for displaying and disseminating that information, as well as how to identify information relative to specific zip codes
 - At the State Operations Center (SOC), which now provides seats for three private sector partners, on day 1, good use was made of a white board on which sit rep information was recorded for dissemination of information to those individuals staffing the SOC. It was not used as effectively on day2 and the need for better hand-offs between liaisons at shift changes was identified as being in need of improvement
3. Barry Cardoza announced several upcoming events that members may be interested in attending:
 - Trolley car earthquake tour - tomorrow, Thursday, May 27th
 - Meta Leadership Summit for Preparedness – June 15th and 16th
 - Herakles Data Center tour – June 24th
 - Cyber Threat Symposium – July 29th

Barry will disseminate information about these events. Peter Ohtaki also mentioned that members may be interested in attending the annual meeting of the California Utilities Emergency Association (CUEA) in San Ramon on June 9th. Information about the event can be found at www.cueainc.com.

4. The meeting adjourned at 9:48 a.m.