**Private Schools Earthquake Safety Working Group**

**Earthquake Safety Implementation Program**

**Community Action Plan for Seismic Safety**

**MINUTES**

July 18, 2013 - 9:00 AM – 11:00 PM

THE EPICENTER

245 Third Street

San Francisco, CA 94102

Meeting Seven

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LAURA SAMANT, CHAIR

**ATTENDANCE**

Kevin Hart, Micah Hilt, Patrick Otellini, Laurence Kornfield, Laura Samant, John Paxton, David Bonowitz, Thomas Chin, Pat Mcguire, Eric Metoyer, Erik Kneer, Dick Morten, Roger Parra, Randy Devoto, Margaret Conway, Elisabeth Whitney, Susan Hanges, Jenny Taing, Glen Altenberg, Solenne Demarle, Brendan Gee, Matt Mrizek, Julia Pavicic

**INTRODUCTIONS**

Laura Samant, Introductions by those in attendance and a brief description of the group and its intent.

**PRESENTATIONS & CONVERSATION**

1. The group discussed the Strawman policy recommendation statement, identifying terms that needed definition and areas that require improvement and further discussion.

**GENERAL BUSINESS**

1. Check-in on Status of Working Group Activities and Outputs
	1. Key Output: Report to Mayor including finds about earthquake risks of San Francisco’s private school buildings and recommendations for what the City should do about the risk. Deadline: December
	2. Activities related to “findings”
		1. The group discussed the internet survey being completed by the data collection subcommittee of approx. 120 private schools in San Francisco.
		2. The group discussed interviewing schools, meaning their administrators and trustees, for their reactions to possible policies.
		3. The group discussed the possible ways to conduct a simple public perception survey on SurveyMonkey for parents whose children go to private or public schools
		4. The group discussed whether or not charter schools are within the scope of the program.
	3. Activities related to “recommendations”
		1. The group discussed the purpose of the Strawman policy recommendation statement.
		2. The group discussed the preparation for a draft ordinance.
	4. Update on report writing process
		1. The group discussed how the report should be organized and presented.
	5. Update on activities post-report completion
		1. The group discussed how to mandate the disclosure of the findings from building evaluations.
		2. The group discussed possible financing, i.e. GreenFinanceSF
2. Selection of the next meeting time, Laura Samant. The next meeting time was selected for August 15 at 9 AM in THE EPICENTER.
3. Closing questions and comments.

**The next meeting is to be held on August 15, 2013, 9 AM, THE EPICENTER.**