

**Community Action Plan for Seismic Safety
CAPSS Phase II
Meeting Minutes
May 14, 2008**

DRAFT

Welcome and Introduction – John Paxton, Vice-Chairperson

Current status of CAPSS contract – DBI staff and ATC

John Paxton announcement that the contract was officially started and work had commenced.

Director Hasenin said that the bottom line of the project is to agree on a program, with community support to retrofit existing buildings that could be brought before the Board of Supervisors.

Updates on old agenda items:

- **Status of CAPSS website**

Laura Samant announced that a basic version of the CAPSS web page would be up on May 30th or shortly thereafter. The address will be <http://www.sfcapss.org>

- **Public outreach program**

No official press release will be issued about the CAPSS project until the project has tangible progress to discuss.

Laurence Kornfield announced that the project work plan is being prepared by the project team to be submitted to DBI on May 30th.

- **DBI seismic funding update**

Ray Lui informed the committee that DBI would not be receiving the \$1M grant from the State of Emergency Services that had previously been announced. The City's OES will be using those funds for other purposes. Debra Walker said that she would meet with the OES and other decision makers to see if this could possibly be changed. Ray Lui said that the DBI would be applying for additional grants and would keep everyone posted.

- **Advisory Committee membership and mailing lists**

Sarah Karlinsky suggested that more effort be made to include a representative from OES in project activities. Laurence Kornfield reported that he had contacted additional people about participating in the CAPSS Advisory Committee and felt that the committee had a good mix of people

Brief overview of CAPSS program (PowerPoint presentation) to help guide Public Advisory Committee – Tom Tobin

Mr. Tobin gave an overview of the program that included:

- The Project Objective
- Project Status
- Project Management, Reporting and Dissemination
- Administration
- Completion of Report on San Francisco's Earthquake Risk
- Post Earthquake Damage Evaluation/Repair Requirements
- Damage Evaluation and Repair
- Earthquake Loss Reduction Policy Recommendations
- Policy Recommendations
- Community Action Plan

Discussion during and after the presentation focused on the project's objective and status; identifying responsible persons; realizing that there is a broad group of stakeholders; no one engineer has the answers – ATC will create a Project Engineering Panel.

Discussion also focused on the previously prepared draft, CAPSS, Phase II Report. It was suggested that everyone receive a "final" copy of that report, however, since the report is to be completely revised it was decided to not request distribution and comments.

Clarification that the advisory panel is reporting to DBI and it is up to DBI to get information the ATC.

Mr. Tobin said that ATC will be talking about fire following earthquakes, but will not be involved in the automatic shut-off valve issue.

Copy of Mr. Tobin's presentation to be sent to everyone on the email list.

SPUR (San Francisco Planning and Urban Research) Hazard Mitigation concepts and discussion of possible relation of these activities to CAPSS – Chris Poland and others

Mr. Poland gave a presentation of a SPUR paper entitled "The Resilient City: Defining what San Francisco needs from its Seismic Mitigation Policies". This paper was a draft policy paper adopted in concept by the SPUR Board on January 16, 2008 and is not to be distributed to the general public.

This paper represents a cross section of stakeholders and is written in layman's language and touched on the following:

- A Disaster Resilient San Francisco
- Performance Goals for the “Expected” Earthquake
- Outlined the Phases, Time Frames and Conditions of the Built Environment
- Defining the “Expected” Earthquake and the three levels of earthquakes: Routine, Expected and Extreme
- Defining Transparent Building Performance Measures and the five categories of buildings: safe and operational, safe and usable during repair, safe and usable after repair, safe but not repairable, unsafe: partial or complete collapse.

SPUR recommends that San Francisco define the expected performance of all utility and transportation systems, serving the City in terms of the days required to restore service the defined customer base.

The report also outlined:

- Next Steps for new buildings, existing buildings, and lifelines
- A table defining resilience for San Francisco from the first step of the Mayor declaring a disaster through non-emergency City Services being restored to pre-event level
- A table of Seismic Performance Measures for Buildings and the levels of occupancy
- General Objectives for Response Operations
- Recovery Objectives by Timeframe to restore critical services, meeting ongoing social needs and plan for an implementation for rebuilding from days one through several years

SPUR has a Hazard Mitigation Taskforce, Emergency Response Taskforce and a Rebuilding Taskforce. Each taskforce is producing a policy paper.

Discussion on this report that covers the big picture included recommendations that the Advisory Committee in working on Phase II of CAPSS should make sure that the final report is transparent and understandable to the public and policymakers. Explicit choices and decision will have to be made, but the Engineering Community support is vital.

Mr. Tobin said that there was a standard of 95% shelter in place recommended in this report and asked for the operations definition and the consequences on the community.

Ray Lui said that engineers are problem solvers and figure out solutions. DBI enforced rules and ordinances, but the City is built out with existing buildings and ordinances are difficult to bring into compliance. 30% of buildings are built to Code for seismic movement and the public needs to be told that right now the reality is 80% shelter in place. 5% of buildings would collapse with one in twenty units gone.

CAPSS-PAC activities and agenda items

- **Possible workshops and special topics:**
 - a. **Rent control issues**
 - b. **Hazus and its use in CAPSS**
 - c. **Benefit/cost methodologies**
 - d. **Small business impacts**
 - e. **Historic building impacts**
 - f. **Housing impacts**
 - g. **Building Owner and other liability issues**
 - h. **Insurance issues**

Under this item there were several issues discussed:

DBI deals with privately owned buildings only, 99% of buildings in San Francisco are under DBI's jurisdiction. CAPSS' focus is on privately owned buildings.

After an earthquake that should be personal communication with owners as owners want buildings to be occupied. There is the issue of who is the owner and what is the occupant's perception of how safe the property is. People need education as to what is "safe". There will be no inspections done in the first 12 hours after the earthquake, so owners need to be able to do a self inspection for safety.

Someone from the insurance industry and the financial industry should be on the Advisory Committee. Laurence Kornfield stated that Joe Grubb is expected to join the Committee.

Larger apartment buildings may be the hardest to deal with.

One of the biggest goals of the CAPSS project is to educate the public to the consequences of earthquake damage and the meaning of resiliency.

Hanson Tom said that both UMB buildings and soft story buildings have been identified as an imminent hazard.

Ken Cleaveland brought up the subject of dealing with Disabled Access.

CAPSS Purpose Discussion

To reduce earthquake impacts on the Citizens of San Francisco by enacting reasonable procedures and legislative mandates to mitigate earthquake hazards.

The Committee discussed the need to have specific programs and workshops in order to educate and alert the public.

The next meeting of the Committee will be held on Wednesday, June 11, 2008 at 11:00 a.m. in a location to be announced.

Laurence Kornfield will send a notice to all members.

The meeting ended at 1:00 p.m.

Respectfully submitted,

Ann Aherne