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MEMORANDUM

TO: Boston Association of Structural Engineers (BASE)  
Attention: Joseph J. Zona, President

FROM: Jeffrey W. Struble

REFERENCE: Structural Engineers Emergency Response Plan (SEER Plan)

SUBJECT: Status Report for March 17, 2004 BASE Meeting

DATE: March 16, 2004

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As you requested, I am writing to present a short report of the activities of the SEER Plan committee over the past weeks for the information of BASE members. I will not be able to attend the March 17, 2004 BASE meeting to present this report myself, unfortunately.

BASE was invited to attend the Feb. 25<sup>th</sup> meeting of the Massachusetts Emergency Management Agency (MEMA) at their Framingham headquarters and two BASE members attended (Jeff Struble and Joe Zona). While the meeting was a regularly scheduled gathering of the State's various emergency response organizations already associated with MEMA, it afforded our BASE members an opportunity to observe the organization and extent of involvement those groups have with the State bureau. Just how BASE would fit into that organization would be a matter of pre-arrangement with MEMA's operations staff, which will be discussed with them in the near future. BASE members who volunteer to participate would fall under the direction of the Technical Services arm of MEMA and would mesh their organization with that department's Incident Command System (ICS, one of several acronyms to become familiar with in "MEMA-speak"). Setting up the SEER Plan organization and maintaining it would be the function of BASE's standing sub-committee, if it decides to establish one.

Further activity included the contacting of Chris Poole of Poole Professional, Ltd. to investigate the possible effects that participating in a volunteer activity such as the SEER Plan would have on BASE members' professional liability and insurance coverage. He recommended that all involvement be couched in BASE members' company names rather than as individual PE's in order to maintain a measure of liability protection. Just how this activity would affect insurance premiums and similar concerns will be discussed further with Mr. Poole and with David Hatem of Donovan Hatem LLP (counsel for many of the insurance carriers used by BASE members).

In April, the (other) volunteers who came forward to participate in this research of establishing a BASE SEER Plan will be asked to conduct specific investigations into the organization of other SEER Plan Committees around the country. This will be done to gain experience that can be used by the BASE membership to help decide if a SEER Plan should be established through BASE and formally offered to MEMA.