

**COWELL HOMEOWNERS ASSOCIATION**  
**SAFETY & SECURITY COMMITTEE MEETING**

4498 LAWSON CT, CONCORD, CA 94521

August 15th, 2017

**Draft Minutes**

**Present:** B. Collins-Chair, J. Earthy, D. Stelter, R. Brooks, H. Trost, E. Koski, M. Hendershot

**Absent:** None

**Also Present:** P. Magee, Collins Management

1. Call to Order – 6:32 pm: It was moved and seconded (B. Collins / M. Hendershot) to adopt the 8-15-17 agenda. Motion carried.
2. Homeowners Forum: None in attendance.
3. Approval of minutes from 7-18-17. It was moved and seconded (E. Koski / R. Brooks) to approve minutes. Motion carried.
4. Proposal to consider committee name change to Safety & Security Advisory Committee was discussed. After reviewing the purpose and goals of the committee as advisory to the BOD, it was moved to adopt the change to committee name to Safety & Security Advisory Committee. (B. Collins / H. Trost) Motion carried.
5. Review of the recent CHOA survey of its members and results specific to the committee. Specific issues were identified as requiring additional education and communication to further ensure all CHOA members are fully aware of the associations' rules, procedures, and understanding of vendor guidelines and expectations. While generally satisfied with the overall score of the Crossings being safe or very safe, the committee agreed more work needed to be done to show continued improvement.
6. Upcoming CHOA town hall 8-20-17. All committee members indicate availability to attend. It was agreed that the **Cowell HOA Emergency Contact Information** would be updated and handed out at the town hall.
7. Review of August Signal article.
8. Future Signal articles. The committee continues to develop future education articles and have identified the September and October articles to be published.

Committee members Trost and Stelter will begin to develop a draft of recommended changes to our security company's current nightly procedures for review by the BOD.

9. Committee comments:

Stelter – Has CPD and traffic concerns with back to school safety.

Hendershot – Productive meeting

Brooks – Good. PG&E timeline of completion?

Trost – Recommends kid signs to remind people to drive safe with school back.

Earthy- Recommends more used of visuals in articles to capture attentions and improve retention of information.

10. Adjourn meeting. It was moved and seconded (M. Hendershot / R. Brooks) to adjourn meeting at 8:11 pm