

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

4498 LAWSON CT, CONCORD, CA 94521

July 17, 2018

**Minutes**

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

**Also Present:** R. Harris, of Collins Management

1. Call to Order – 6:29pm: It was moved and seconded (B. Collins/M.Hendershot) to adopt the 7/17/18 agenda. Motion carried.
2. Homeowners Forum: None in attendance
3. Approval of minutes from 6/19/18. It was moved and seconded (D.Stetler/B. Collins) to adopt the meeting minutes. Motion carried.
4. June 29<sup>th</sup> Fire Review: Committee discussed the recent wildfire and reviewed the communication processes set in place. Management will be putting together an emergency binder for each Board member to have which will outline the point of contacts in case of an emergency. Future alert recommendations such as the top five apps and/or websites will be reviewed by the committee members, suggestions and reviews of these will be discussed during the next committee meeting. There was a recommendation to have the south slope area inspected by Contra Costa Fire Protection before the next committee meeting. Committee member John Earthy volunteered to take the lead on contacting Robert Marshall and scheduling.
5. 3<sup>rd</sup> Quarter Wildfire Safety Seminar: Committee decided to hold the seminar on Sunday, October 14<sup>th</sup>. Management will have the clubhouse blocked off for the event. Committee is looking to invite speakers to addend from the local fire department, police department and CalFire. Further discussions on attendees and handouts to be discussed during the next committee meeting.
6. USGS: Committee member Mike Hendershot provided the committee with an informational earthquake brochure by USGS and provided a brief summary.
7. Committee comments:  
**Stelter** – No comments.  
**Trost** – We covered a lot.  
**Earthy**- Thought this was a very productive meeting.  
**Collins** – Recommending submitting a \$100 per event/\$400 annual budget for the Safety & Security Committee to provide waters and/or snacks for events. This will be provided to CHOA for the CHOA 2019 budget.  
**Hendershot**- No comments.
8. Adjourn meeting. It was moved and seconded (M. Hendershot / B. Collins) to adjourn meeting at 8:07 pm.