

**Safety, Security & Access Committee Meeting (SSAC)
Wednesday, March 7, 2018
10:00 AM/Saguaro Room**

MINUTES

MEETING ATTENDANCE

MEMBERS

- Gary Alexander - Chair
- Carol Biales
- Kathy Clear
- Sandra Givens – Vice Chair
- Martha Lubeach
- Bill Smith

LIAISONS & MANAGEMENT

- Bill Greer – Board Liaison
- Steve Nolan – General Manager (Absent)
- Dick Gothier – Security/Patrol Manager

HOMEOWNERS & GUESTS:

- Barbara Amedro

The meeting was called to order by Gary Alexander at 10 a.m. Gary declared that a quorum was present and thanked Kathy Clear for volunteering to take the minutes (manually).

Sandra Givens announced that she had been elected to Chair the Communications Committee and while she would stay on through her current term as a SSAC member, she would no longer be able to serve as the SSAC Vice Chair. The Committee congratulated Sandra and Gary added that as much as he hated to receive her resignation, he felt this was a positive move for Sandra, the HOA, and an enhanced interface between our committees.

February 7, 2018 MINUTES - The minutes were approved as previously published.

AGENDA REVIEW

The Chairman asked if anyone had items to be added to the agenda and hearing none, the agenda stood as published.

REPORTS:

CHAIRPERSON – Gary Alexander

- Reported that both SSAC proposals on restroom doors and San Tan entrance lighting had been positively received by the Facilities & Grounds Committee. In her role as liaison, Carol confirmed the items were discussed at the March 6th F&G meeting and that both items were “under study” for further consideration.

- Reported that all of last month's items for management attention had been personally discussed with Steve Nolan and were already being addressed. The recommendation for street parking signage is a complicated situation between the HOA, Maricopa County, and Palo Verde Road Management, Inc. and would most likely require more future emphasis if it is going to be resolved.
- Future recommendations for management will be communicated to the GM by the SSAC Chair to more effectively and timely address specific situations.
- Gary met yesterday (3/6/18) with members of the Sun Lakes Fire Department regarding their new organization and ambulance program. A recommendation is forthcoming as well as consideration being given to a new liaison representative.

BOARD LIAISON – Bill Greer

- Provided an update on Board and other Committee activities. Bill went into additional detail on the Fitness Center information meetings and that the next action will be homeowner voting.

GENERAL MANAGER – Steve Nolan's report was not available.

SECURITY/PATROL MANAGER – Dick Gothier

- Dick provided highlights from his monthly Patrol Report and emphasized the lack of consideration they have been encountering from some homeowners and guests when it comes to both personal and HOA property. Dick endorsed the SSAC's concern for safety in and around the PV Clubhouse during large events but due to several challenges, is very limited as to what Patrol can address.

SUB-COMMITTEES/LIAISONS – Vice Chair / Sandra Givens

- Sandra, Carol, Kathy and Bill all briefly commented on their liaison activities during the past month. Kathy reported that unused chairs are continuing to be stored in the rear PV Clubhouse hallway but are in compliance with minimum access restrictions. The SSAC's recently initiated liaison process continues to be positively received but as a reminder, was not intended as requiring fulltime participation in the other committee meetings.

MEMBER COMMENTS – There were no additional member comments.

OLD BUSINESS

- ***Previous Action:*** Bill Greer to pass along Bill Smith's suggestion with regard to other committees including safety considerations as part of their committee activities
Status: Bill Greer confirmed that he relayed the suggestion to other committee Chairs and Board members.
- ***Previous Action:*** Gary and Sandra to review the safety and security content of HOA documents and ownership as well as the SSAC's responsibilities.

Status: Gary & Sandra met and developed a list of HOA publications all of which include some level of SSAC content. In addition, they suggested both a process and remedies for addressing the conflicting, redundant and many times out of date information. SSAC members contributed several additional suggestions on specific documents while also recognizing that a more comprehensive approach and an ongoing Champion would be required. For example, Bill Smith questioned the need for the “Safety & Security Guidelines & Resources booklet and Bill Greer suggested that the SSAC submit one currently hot safety and/or security topic each month for inclusion in “The Flyer.”

New Action: *Gary volunteered to meet with respective owners of the documents in reference and return with recommendations on any specific efforts which he believed required specific SSAC involvement and ongoing management. Sandra additionally felt there was a good opportunity for the Communications and SSAC to work together on these issues and volunteered to participate with Gary.*

NEW BUSINESS

- Nominations/volunteers for SSAC Secretary were opened for discussion. Carol Biales volunteered to “Give it a try” and will serve as the acting secretary at the SSAC April 4th meeting.
- The position of SSAC Vice Chair is also open. The opportunity and immediate need will be further address at the April meeting.
- There is one member opening on the SSAC with which everyone is encouraged to assist. Notifications will continue to be featured in CWPV publications.
- The request of the Sun Lakes Fire Department (Arizona Fire & Medical Authority / AFMA) to provide a one hour (plus questions) seminar for CWPV Homeowners and guests was positively endorsed by the SSAC. (*Action: Gary to set-up a time and place with CWPV Management for an AFMA seminar.*)

OTHER ITEMS OF INTEREST / DISCUSSION - None

RECOMMENDATIONS TO THE BOARD - There are no recommendations for the Board

RECOMMENDATIONS TO MANAGEMENT – There are no recommendations for Management

There being no further business, the meeting was adjourned at 11:35 a.m.

The next SSAC meeting is scheduled for **Wednesday, April 4th, 2018** at 10 a.m. in the Saguaro Room.

Respectfully submitted,

Kathy Clear, Acting Secretary
Gary Alexander, Chair