

Mitigation and Education Subcommittee (MES) Terms of Reference (adopted 12/8/15)

Introduction: In 1996, the NTHMP Mitigation Subcommittee was formed to provide a mechanism for the Federal and State Emergency Management participants and their State Geoscience participants in the program to address ongoing emergency management issues of mitigation, preparedness and response and recovery with regard to tsunami risk to the impacted FEMA Regions, Coastal States and Local jurisdictions. Mitigation is an integrated set of processes and capacities to improve community resilience to tsunamis as well as other natural and man-made hazards. The outcome of mitigation efforts are increased understanding of the tsunami hazard; tools to mitigate the risk; dissemination and exchange of risk information; and institutionalization of tsunami planning. One important tool used by emergency managers and urban planners is a tsunami inundation study that can guide evacuation planning, establishment of evacuation routes, and location of critical and essential infrastructure. One key outcome is improved reception of warning information. Today, the Mitigation Subcommittee continues as the Mitigation and Education Subcommittee. MES members work closely with the other subcommittees on such important cross-cutting issues.

The Subcommittee's role is to analyze and prioritize state and local needs, address them through products and activities, and then disseminate and share these products with other at-risk communities. The first product was the Strategic Implementation Plan for Mitigation Projects that listed, prioritized and then led to development of relevant projects and initiatives to address those needs, and to widely disseminate the products to the original West Coast, Alaska Coast and Hawaiian Coast jurisdictions funded under the NTHMP. As the NTHMP expanded to all U.S. coastal states, territories, and commonwealths, the subcommittee membership expanded to include these other areas and the scope expanded correspondingly. The membership also expanded to include the TsunamiReady Program component. During the November 1, 2007 NTHMP meeting, the NTHMP subcommittee structure was re-aligned and this subcommittee was officially broadened to include all coastal states, territories, and commonwealths with the purpose and authority given below.

Purpose: The Mitigation and Education Subcommittee will help improve tsunami mitigation, preparedness, response and recovery effectiveness by providing NTHMP partners a means to integrate and share their experience with existing State and Federal programs and apply that to tsunami risk reduction activities. MES members will use this experience to develop and agree to actions and recommendations relating to products and activities that will provide increased education, outreach, and training to the public and other stakeholders.

Some of these activities include but are not limited to: promoting community education networks and programs to ensure readiness including development of comprehensive coastal risk and vulnerability assessment training and decision support tools, implementation of technical training and public education programs and providing certification of prepared communities; integration of tsunami activities into ongoing all-hazard warning and risk management activities, response plans, and mitigation programs; promoting adoption of tsunami warning and mitigation measures by Federal, State, Tribal, and local governments and nongovernmental entities, including education programs to discourage development in high-risk areas; developing and disseminating Best Practices in mitigation and preparedness; participating in meetings,

conferences, workshops, and special events; supporting requested international tsunami efforts through the United Nations' Intergovernmental Oceanographic Commission (IOC) and the International Tsunami Information Center (ITIC); improving tsunami education and training to support tsunami resilient behavior; serving as a source educational expertise to the other subcommittees; fielding requirements from outside the NTHMP, analyzing and presenting them to the NTHMP for discussion and adjudication. Other activities to be performed by this subcommittee include but are not limited to developing educational standards that support the Tsunami Warning and Education Act; developing and offering educational programs that can be used by new member States of NTHMP; developing evaluation tools to monitor the effectiveness of educational programs of NTHMP; and developing research requirements.

Authority: The MES will be considered the primary mechanism for NTHMP partner input to the mitigation and education component of the NTHMP. The subcommittee's actions and recommendations will be achieved by consensus, and considered to represent the collective will of those partners.

Membership: The MES will be composed of designees from the NTHMP partners who can represent the emergency management activities of mitigation, preparedness, response and recovery, and also the geo-science, education, and community warning coordination expertise related to these activities. These might include:

- State Tsunami Program Emergency Management and Education and Geo-science Representatives
- FEMA Representatives
- NWS Warning Coordination Meteorologists
- NOAA Tsunami Program Leaders and Regional Tsunami Program Leaders
- NOAA Office for Coastal Management
- NWS Marine and Coastal Services Representatives
- NWS TWC Directors
- International Tsunami Information Center Director
- USGS Representatives
- The NTHMP Administrator (ex-officio)

Outside experts and other stakeholders may be invited to participate in M&E Subcommittee discussions but they will not participate in any consensus recommendations of this subcommittee. These might include: international tsunami program representatives, social science experts, etc.

Chairpersons: Chairpersons are approved by a majority of the NTHMP Coordinating Committee, and shall include a FEMA, NOAA, and State representative. Chairpersons can be changed during any CC meeting.

Communications: Meetings will normally be held annually in conjunction with NTHMP meetings. Between meetings, communication will occur primarily through email and conference calls. Notes and Action Items will be maintained by Chairpersons and posted to the NTHMP web site. Completion of actions will be coordinated by the Chairpersons. Recommendations

will be forwarded to the appropriate organizations by the Chairpersons. Meeting notes will be sent to the NTHMP Administrator for posting on the NTHMP website.

NTHMP Grants duties: The MES Co-Chairs will review semi-annual NTHMP grant progress reports when provided by the Tsunami Program office at NWS Headquarters. The review comments will indicate whether to accept or reject the progress report, along with technical comments related to this subcommittee's scope and authority. Review comments will be returned within two weeks from the date they are sent.