

Meeting Minutes of the National Tsunami Hazard Mitigation Program Coordinating Committee

September 19, 2008 2:30 pm – 4:30 pm EDT via Teleconference

Attendees:

NOAA/NWS – Vickie Nadolski, National Weather Service Deputy Assistant Administrator
NOAA/NWS – Jenifer Rhoades, NOAA Tsunami Program Coordinator/NTHMP Program Administrator
NOAA/OAR – Vasily Titov for Eddie Bernard, Pacific Marine and Environmental Laboratories
NOAA/NWS – Paul Whitmore, Director, West Coast/Alaska Tsunami Warning Center
AK - Erv Petty – Homeland Security State of AK
AK – Roger Hansen, University of Alaska, Alaska State Seismologist
AK – Mark Roberts – Homeland Security of AK
Pacific Territories/Commonwealths - Ted Untalan, CNMI
CA - Rick Wilson – California Geological Survey
CA – Jim Goltz, California Office of Emergency Services
DHS/FEMA – Mike Hornick for Mike Mahoney
DHS/FEMA – Chris Jonientz-Trisler
HI - Kevin Richards, State of Hawaii
OR - George Priest for Rob Witter, DOGAMI
OR – Althea Turner, State of Oregon
PR - Christa G. von Hillebrandt-Andrade, Puerto Rico Seismic Network, UPR
PR – Barbara Medina, PRSEMA
USGS – Craig Weaver
WA - Tim Walsh, Washington Division of Geology and Earth Resources
WA – Maillian Uphaus, Washington Emergency Management
WA - Dave Nelson, Washington Emergency Management
WA – John Shilling, Washington Emergency Management
Gulf Coast States – Charles Williams, Alabama Emergency Management
U.S. Virgin Islands – Steve Parris, Virgin Islands Emergency Management Agency
NSF – Rick Fragaszy, National Science Foundation
HI – Kwok Fai Cheung, University of Hawaii
Puerto Rico – Christa Von-Hillebrandt, UPR, Director, Puerto Rico Seismic Network

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Minutes

Call to Order and Role Call

Jen Rhoades, NTHMP Program Administrator, provided the agenda for the meeting and conducted role call for meeting attendees.

NTHMP Strategic Plan Update

Jen Rhoades provided an update on the efforts to develop the NTHMP Strategic Plan. Jen discussed the accomplishments from the Strategic Planning Workshop and the current state of the plan. Jen provided an outline of the Draft Strategic Plan (Appendix A) to the Committee, which includes the NTHMP long-term outcomes, strategies to be undertaken to meet the Outcomes, and the performance metrics that will be used to measure the success of the plan's implementation. Jen also provided a section of the strategic plan called "Implementation" to the Committee; this section describes how the Strategic Planning Team wants the Strategic Plan to be executed. Jen requested the NTHMP CC review and provide comments to her by October 10, 2008.

A member of the Committee requested that Jen re-send the two documents out to the NTHMP CC as an individual task. Jen accepted the action.

George Priest asked about the Draft Implementation Plan that was in development a couple of years ago. George was concerned that the information that was pulled together as a part of that effort might not be used in the future. Jen mentioned the Draft Implementation Plan was reviewed by the Strategic Planning Team as background material for the Strategic Plan. Vickie Nadolski, NTHMP Chair, stated the current task for the Strategic Planning Team is to develop a high-level strategic document to guide the NTHMP. The focus of the team will remain at that level until the plan is accepted and in the implementation stage.

M&M Sub-Committee Meeting Brief-Out

Roger Hansen, M&M Sub-Committee CoChair, provided a brief-out on the accomplishments of the M&M Sub-Committee Meeting that was held earlier this month. Roger stated all 4 NTHMP CC Actions assigned to the M&M Sub-Committee were addressed and 14 additional actions were created during the meeting. Roger said the Sub-Committee also re-defined its Terms of Reference and a request to approve their changes will be submitted to the NTHMP CC for acceptance during the Annual Meeting.

[Note: A full set of minutes from the September 2008 M&M Sub-Committee Meeting will be posted to the NTHMP Website as soon as they are approved.]

Vickie Nadolski commended Roger and the M&M Sub-Committee for holding a very productive meeting.

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FEMA Definition of Mitigation

Chris J.T. gave an overview of the FEMA Definition of Mitigation paper. The paper includes background information on what activities FEMA defines as mitigation, and an analysis of the Tsunami Warning and Education Act.

Vickie noted the document uses the term “authors” without a definition of who the authors are. The term is also applied to multiple persons and documents, which makes the document confusing. Vickie requested the document be edited to clean up this issue. Chris J.T. agreed to edit and re-distribute the document to the NTHMP CC by Friday, September 26, 2008.

Paul Whitmore raised the concern that outcomes and strategies developed for the Draft NTHMP Strategic Plan would not be able to be pursued if this definition of mitigation is accepted. Maillian Uphaus said the States would not be able to purchase sirens and other equipment with NTHMP funding if this definition is accepted. Vickie agreed with both Paul and Maillian, and said she has similar concerns.

The NTHMP CC will use FEMA’s definition of mitigation as a starting point to develop its own meaning of what mitigation is. Vickie asked Chris JT to coordinate an NTHMP CC review of revised FEMA Definition of Mitigation (to be dist Sept. 26) by Friday, October 17, 2008. Chris accepted the action.

Annual NTHMP Meeting

Jen Rhoades presented the Draft Annual Meeting Agenda to the Committee. Jen said she would like to distribute this to the wider NTHMP as soon as possible. The Committee wanted to have a couple agenda items better defined (name of presenters if possible). Jen agreed to re-distribute the Draft Agenda to the NTHMP CC as an individual action for comment. Once the comments are received and incorporated into the Draft Agenda, Jen will distribute the Draft Agenda to the wider NTHMP.

Jen provided an overview of the Member Briefing Templates. She explained the templates will be used by NTHMP members who received funding in FY07-08 to detail their accomplishments and issues. The template will also be used by NTHMP members who are requesting funding in FY09. Paul Whitmore asked if it would be better to have FY09 funding requests linked to performance metrics rather than outcomes. Jen said she did not have a problem with that as long as there is general agreement on the Strategic Plan Performance Metrics by the time of the meeting.

Roger Hansen asked when the FY09 Proposals would be due. Jen referenced the Rules of Procedure and said FY09 Proposals will be due November 30, 2008, but Members should have an idea about what they will be requesting in their proposals by the time of the meeting (the meeting will be held two weeks before the proposals are due). The

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NTHMP CC will then have over 60 days to review all of the proposals. During the 2nd week in February 2009, the NTHMP CC will meet to develop the recommended FY09 Budget allocations. Once the budget recommendation is accepted by NOAA, the grant proposal request process will begin.

George Priest asked if NOAA would provide a specific dollar amount for the states to apply for. Jen said not for the proposals that are due on November 30th. Members need to request funds for activities they can reasonably accomplish during the award period. It will then be up to the NTHMP CC to determine the recommended budget allocations for the NTHMP in FY09; this will include the individual member funding amounts. When NOAA issues the request for Grant applications after the February NTHMP CC Meeting, the guidance to states will include actual dollar values for each member to write their proposals for.

Roger Hansen asked if the grants will be one-year or multi-year. Jen said multi-year.

Jim Goltz asked about the status of the Spectrum Funds. Jen said NOAA and the NTIA are wrapping up the Memorandum of Agreement, but the FCC has still not authorized NTIA to release the funds. The MOA between NOAA and the NTIA must be signed and the FCC must authorize the release of the funds before the funding can come to NOAA. Jen said NOAA is working very hard to get the funding as soon as possible.

Jen presented the Sub-Committee Brief-Out Template for the NTHMP Annual Meeting. She said the templates are to be used by all three Sub-Committees to brief-out the status of Action Items and provide background information to the wider NTHMP. Jen realized the incorrect version of the Sub-Committee Briefing Template was distributed to the NTHMP CC, and she took the action to send the correct template to the Sub-Committees for review and comment.

Jen presented the FY09 Proposal Template and Guidance to the Committee. The template will be used by all NTHMP members requesting FY09 funding. Jen said she would distribute the template out to the NTHMP CC as an individual request for review and comment. The template will then be distributed to the wider NTHMP in mid-October.

Closing Remarks

Vickie Nadolski closed the meeting.

Another teleconference may be held prior to the Annual NTHMP Meeting.