

1. Call to order: Chair Grant Cooper called the meeting to order at 3:01pm EDST.

2. Roll Call

NOAA

Mr. Mike Angove¹, NOAA/National Weather Service HQ, Silver Spring, MD
Dr. Grant Cooper, NWS Western Region Director, Salt Lake City, UT
Ms. Marie Eblé², NOAA Pacific Marine Environmental Lab, Seattle, WA
Mr. Lewis Kozlosky³, NOAA/National Weather Service HQ, Silver Spring, MD
Dr. Rocky Lopes¹, NOAA/National Weather Service HQ, Silver Spring, MD
Ms. Christa Rabenold³, Tsunami Program, NWS HQ, Silver Spring, MD
Ms. Christa VonHillebrandt³, Caribbean Tsunami Warning Program, Mayagüez, PR

FEMA

Ms. Gala Gulacsik², FEMA Region 10, Lynnwood, WA
Mr. Mike Mahoney, FEMA Headquarters, Washington, DC

USGS

Dr. Nate Wood, USGS Portland

Alaska

Dr. Dmitry Nicolsky, University of Alaska at Fairbanks, Fairbanks, AK

American Samoa

No representatives

California

Mr. Kevin Miller, California Office of Emergency Services, San Francisco, CA
Mr. Rick Wilson, California Geological Survey, Sacramento, CA

Commonwealth of the Northern Mariana Islands

No representatives

East Coast States

Mr. Ed Fratto, Northeast States Emergency Consortium, Boston, MA
Dr. Jim Kirby, University of Delaware, Newark, DE

Guam

Mr. Leo Espia⁴, Guam Homeland Security, Agana Heights, Guam

Gulf Coast States

Dr. Juan Horrillo, Texas A&M University at Galveston, Galveston, TX
Mr. Chayne Sparagowski, Emergency Manager, Corpus Christi, TX

Hawaii

Mr. Kevin Richards, Hawaii Emergency Management Agency, Honolulu, HI

Oregon

Dr. Jonathan Allan, Dept. of Geology and Mineral Industries, Portland, OR
Dr. Althea Rizzo, Oregon Emergency Management, Salem, OR

Puerto Rico

Dr. Victor Huérfano, Puerto Rico Seismic Network, Mayagüez, PR

U.S. Virgin Islands

Mr. Roy Watlington, Professor Emeritus, St. Thomas, VI

Washington

Mr. Maximilian Dixon, Washington EMD, Camp Murray, WA
Mr. Tim Walsh, Washington Division of Natural Resources, Olympia, WA

25 present, 9 state votes (min 7); 3 Fed votes (min 4). Quorum requirement was met for the state partners, but not for Federal agency partners due to absence of (2) NOAA members; (1) FEMA member, and (1) USGS member.

Note: Leo Espia of Guam Homeland Security introduced himself and explained that Ms. Pilar Carbullido has left GHS and has moved to California. Until a replacement is determined and formally appointed to the NTHMP Coordinating Committee, Mr. Espia will be representing Guam.

¹ Ex-Officio, non-voting

² Subcommittee Co-Chair, non-voting

³ Guest, non-voting

⁴ Guest, non-voting, pending official appointment to Coordinating Committee

3. Minutes of Coordinating Committee meeting of July 12, 2016

Chair Grant Cooper called for approval of the minutes. With no objections, the minutes of the July 12 meeting were approved.

4. Update from Mitigation & Education Subcommittee

Kevin Miller spoke on behalf of the MES. A written report is appended to these minutes and are incorporated by reference.

Christa Rabenold added: The NTHMP historic tsunami calendar has been completed as have draft social media messages for World Tsunami Awareness Day of November 5.

5. Update from Mapping & Modeling Subcommittee

a. Landslide Workshop – January 9 – 11, 2016

Jim Kirby: we are offering a first cut of benchmarks to provide to workshop organizers to review. Websites have been constructed and posted:
NTHMP: <http://nws.weather.gov/nthmp/2017MMSLandslide/index.html>
University of Delaware: <http://www1.udel.edu/kirby/nthmp/landslides.html>
We anticipate providing information for the participants by the end of September.

Marie Eblé asked: is there concern about amount of time modelers will have to work on benchmarks?

Kirby: I don't think we will have trouble with this. There may be questions about which benchmarks have been selected and we will work with those who have questions.

b. MMS activities

Dmitry Nicolsky spoke on behalf of the MMS. An MMS teleconference was held last month. We discussed:

- Tsunami currents workshop report: the report was accepted as a deliverable and we are moving forward with it.
- Compilation of tsunami DEMs requests from NTHMP partners to establish updated priority list for NCEI.

Marie Eblé added: we are working with Christa Rabenold on Maritime Guidance documents consolidation.

6. Update from Warning Coordination Subcommittee

Paul Whitmore was not present at the meeting, but submitted the following report in advance. Rocky Lopes read it to the meeting attendees:

- Warning Effectiveness Survey - survey passed to Tsunami Program for OMB clearance. The request for OMB clearance is on hold until a related internal National Weather Service Directive is approved and published. We anticipate that may be in December, 2016.
- Pacifex/Lantex exercise handbook development underway
- Consolidation of TWC EQI products with TIB products completed in August
- NTWC products to upper/lower case completed. Caused some problems with a late-issuance. Functioning properly now.

7. Update on NTHMP Annual Meeting

<http://nws.weather.gov/nthmp/2017annualmeeting/index.html>

Monday, January 30 to Friday, February 3 in Portland, Oregon

Rocky Lopes said that five (5) external reviewers as requested by the Coordinating Committee work group have been confirmed. Orientation for these reviewers has been scheduled for October 11.

If you have not already done so, please register for the meeting and reserve a hotel room via the NTHMP website:

<http://nws.weather.gov/nthmp/2017annualmeeting/index.html>

Tim Walsh asked: when is last date to reserve a hotel room?

Rocky Lopes: December 27. Then the room block is released.

8. Chayne Sparagowski, Gulf Coast Emergency Management representative, departure from NTHMP

Chayne Sparagowski's position at the Coastal Bend Council of Governments was grant-funded and the grant ended. For personal reasons, he is relocating to Atlanta and must leave the NTHMP since he will no longer be in the Gulf Coast region.

NTHMP Chair Grant Cooper thanked Chayne who has worked exceptionally well with Juan Horrillo, the Gulf Coast Science representative. Chayne has collaborated with Juan to disseminate tsunami threat maps for selected coastal areas along the Gulf Coast. With those maps, emergency managers are in a better position to enable informed decision support services (IDSS) and convince local elected officials that there is some tsunami risk and that communities and counties can prepare. Due to a large effort by Chayne, WFO Mobile (AL) has recognized Santa Rosa County, Florida, as the first TsunamiReady community in the entire Gulf Coast.

Juan Horrillo also thanked Chayne for his great partnership and agreed with everything that Dr. Cooper said.

Rocky Lopes stated that Chayne received recognition as a TsunamiReady Champion during the MES meeting in Lynnwood, Washington. Rocky has invited Chayne to join him during a presentation about development of the TsunamiREady Guidelines at a Spotlight session at the International Association of Emergency Managers annual conference in Savannah, Georgia, October 16-19, 2016.

The Coordinating Committee members thanked Chayne and wished him well.

9. NTHMP Coordinating Committee and Subcommittee membership

Rocky provided a clarification of the NTHMP Rules of Procedure and Subcommittees' Terms of Reference.

Rocky explained that the NTHMP Partner appointed members (appointed by state/territory/NTHMP Chair Leadership) to the Coordinating Committee form the representatives for the respective NTHMP partners on the subcommittees.

The Emergency Management representative is the official member of the Mitigation and Education Subcommittee and the Warning Coordination Subcommittee.

The Science representative is the official member of the Mapping and Modeling Subcommittee.

The official representatives to serve on subcommittees may not be delegated to someone else. However, all subcommittees can have additional regular members as they wish. Other members may include scientists, modelers, educators, state tsunami specialists, social scientists, NWS Region or Forecast Office staff, or others. These additional members must work through and with their respective official members who also serve on the Coordinating Committee. Additional members may not participate in a way that represents themselves as speaking on behalf of their respective state, territory, or partner, and do not have a vote if a vote is requested.

10. Does NTHMP wish to recognize a particular week for Tsunami Preparedness Week?

Christa Rabenold described that at the annual meeting in 2008, it was decided that NTHMP would designate the week of the 4th Monday in March as Tsunami Awareness Week. That changed to Tsunami Preparedness Week in 2012.

In 2015, the National Weather Service migrated to seasonal campaigns rather than designating separate recognition weeks for a number of hazards. Some states stayed on the same timeframe for recognition weeks and some changed. (Rocky note: Oregon and Washington changed Tsunami Preparedness week to October to coordinate with The Great Shakeout also held in October.)

Christa also pointed out that in the past, Tsunami Preparedness Weeks have occurred around the same times as the major tsunami exercises. In 2017, the exercises are scheduled as follows:

Caribe Wave (PR/USVI): March 21

Lantex: March 22

Pacifex: March 29

Miller: since various states and territories are observing different weeks, can we state that the NTHMP supports their respective weeks rather than designate one week. That would therefore be helpful to say this is an NTHMP supported event.

Eblé: does the group want to have a focused presence?

Rabenold: all that did was to have a website since the NTHMP doesn't communicate as a body. It is hard for the NTHMP to support one week when many partners do recognition weeks or months at different times.

Richards: Hawaii won't change from April as Tsunami Awareness Month. He would support designating one week for NTHMP if the Coordinating Committee wanted to so, but Hawaii won't change.

Dixon: He has invited Paul Whitmore during the first week of April for an exercise, so he is thinking about designating that week as Tsunami Preparedness Week in WA.

Motion: Kevin Miller moved, "The NTHMP would support each state/territory tsunami preparedness campaign timeframe as the respective state designates."

Kevin Richards seconded the motion.

Discussion on the motion between Miller and Lopes clarified the motion to refer to correct terminology that the NTHMP partners are using.

Vote: Chair Cooper called for a vote. There were none opposed. *The motion was approved unanimously.*

11. FY17 NTHMP Grants

Rocky Lopes updated the Coordinating Committee that since the Federal Government has a Continuing Resolution (CR) through December 9, 2016, for operating budget authority (and NOAA does not have an actual budget), we anticipate that NTHMP grants will be offered since a CR authorizes the same level of spending as the previous year. Though under a CR, the NWS does not have the funds and will not until appropriated by a CR (or a budget) effective at the time NTHMP grants are actually available for application in late Spring.

Meanwhile, we are proceeding as if NTHMP grants will be available so that we can provide adequate time for partners to prepare pre-application documents. Grant Guidance with a schedule of milestones will be provided in November. Lopes affirmed that he anticipates following the same schedule as has been used for NTHMP grants in the last two years.

12. Old Business

There was no old business.

13. New Business

There was no new business.

14. Adjourn

The Chair adjourned the meeting at 3:54pm EDST.

The next meeting of the Coordinating Committee is scheduled for November 15 at 3pm Eastern Standard Time (no longer Daylight Saving Time.)

Respectfully submitted,

Rocky Lopes
NTHMP Administrator

Appendix: Mitigation & Education Subcommittee Report

The NTHMP MES convened its Summer Meeting July 26-28, 2016 in Lynnwood, WA. MES state, territory, and federal representatives attended along with invited MMS representatives.

Meeting notes and presentations are on the NTHMP website here:

<http://nws.weather.gov/nthmp/2016messummer/index.html>

- Highlights included workshops on
 - Maritime Guidance document development
 - TsunamiReady, and
 - Evacuation approaches, vulnerability assessment, and studies; and
- Discussion about
 - State/Territory Preparedness Campaign Reports
 - Upcoming Strategic Planning, and
 - Using an online collaboration platform (Basecamp).
- The outcomes from this meeting resulted in the “Task List” housed on Basecamp further discussed below.

MES held a teleconference meeting on August 16 as part of a plan for having regular calls between face to face meetings, to facilitate ongoing sustainment of activities discussed at the MES Summer Meeting the next being the Annual Meeting next Feb.

- Gala Gulacsik reviewed the currently populated “To Dos” on the NTHMP MES Basecamp website. The group informed the revision and addition of the existing list.
- The updated list can be found in the [Basecamp To-do list section](#). Members asked for clarification on the following items:
- Note: Basecamp has been upgraded, thanks to FEMA Region IX, to be able to accommodate the extra features requested by members!
 - An email came to you from Gala on 8/29
 - Managing notifications
 - Compatibility with Google Calendar
 - Assigning multiple people with a task
 - Chat function
 - File versioning
- We then discussed and updated and assigned tasks and action items comprising the current MES Task List:

1. MES Contribution to NTHMP CC Strategic Plan

Tasks Completed

- Strategic planning tools developed

Tasks remaining

- Develop list of “MES Accomplishments” for group to review
- Conduct MES Webinars through Fall 2016 – Brainstorm 2018 SP goals

2. MES/MMS Guideline Documents

Tasks Completed

- Breakout inundation modeling and mapping documents into 5 separate documents and format into suite of documents – Complete, posted to NTHMP Website
 - Part I: Tsunami Inundation Modeling (MMS)
 - Part II: Tsunami Inundation Maps (MMS)
 - Part III: Tsunami Inundation Determination for Non-Modeled Regions (MMS)
 - Part IV: Tsunami Evacuation Maps (MES)
 - Checklist for Evaluating Tsunami Modeling and Mapping Reports and/or Metadata (MMS)
- MMS/MES review of inundation modeling and mapping documents – MES and MMS Reviewed, further review of Part III in progress.

3. Post-Tsunami Protocol - Clearinghouse, tsunami observer program, etc.

Tasks Remaining:

- Share existing protocols from partners (ongoing)
 - Hawaii protocol meetings, ongoing, HI-EMA, ITIC, Univ of Hawaii, Counties,
 - Aug 25, CA protocol sharing,
 - HI draft plan - 2017 NTHMP Annual mtg (Feb)
 - US Federal Agency, National Plan for Disaster Impact Assessments, planned FY17: Oct 28 mtgs - Office of Federal Coordinating Meteorologist and USGS
- Discuss developing Guideline
- Socialize finalized protocols with MES

4. Media Outreach

Tasks Completed:

- Finalize calendar with tsunami events and anniversaries – Calendar received from Rabenold. Under review by MES (can discuss on next MES call).

Tasks Remaining:

- Develop boiler plate social media messages for World Tsunami Awareness Day – in progress

5. TsunamiReady

Tasks Completed:

- MES review TsunamiReady Supporter language (all of MES).
- Post a basecamp discussion with the TsunamiReady Supporter language to solicit MES feedback

Tasks Remaining

- MES Feedback on new TsunamiReady components
- Conduct webinar with MES to review TsunamiReady tier 2 guideline language
- All MES members: take TsunamiReady COMET training
- MES Review TsunamiReady Tier 2 Guidelines prior to webinar

6. Evacuation Modeling - Inform the socialization of evacuation modeling on the NTHMP website

Tasks Completed:

- Create Template

Tasks Remaining:

- Form evacuation modeling subgroup - So far, Dmitry Nicolsky and Jonathan Allan have joined
- Compile URLs of published work
- Workshop session Post-NTHMP Annual mtg (consider 1-hr during NTHMP Annual)
- Develop short guidance – (Future guidance in 2018 Strategic Plan)

7. MES Input to Maritime Guidance (Part 2: Preparedness; Later: Part 3: Mitigation/Recovery)

Tasks Completed:

- Appoint Tiger Team
 - Kevin Miller
 - Maximilian Dixon
 - Kevin Richards
 - James Waddell
 - Althea Rizzo
 - Arletta Peau
 - Tamra Biasco
 - Cindi Preller
 - Manuel Lugo
 - Dan Belanger

Tasks Remaining:

- Tiger team read and comment on document (part 2) – in progress
- Develop Text
- Schedule conference call to discuss document edits to content

The NEXT MES-MMS Telecon/Webinar will be on Oct 18th.

- Will discuss updates on action items
- Will discuss alternatives for MES input to the NTHMP Strategic Plan (2018-2022)
 - Repeat past process of review – walk thru existing
 - Address identified issues (e.g. w/the appendix – cross-walking to outcomes is difficult)
 - Explore then continuing “into new ground” w/new strategic planning tools and assistance w/facilitation.