

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

2. Roll Call: (*voting member in italics*)

Alaska

Mr. Dan Belanger, Alaska DHS/Emergency Management, Anchorage, AK

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

American Samoa

Mr. Vinnie Atofau, American Samoa HS/EM, Pago Pago, American Samoa

Ms. Jacinta Brown¹, American Samoa HS/EM, Pago Pago, American Samoa

Ms. Elinor Lutu-McMoore⁴, American Samoa NWSO, Pago Pago, American Samoa

California

Ms. Yvette LaDuke², California Office of Emergency Services, Valencia, CA

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 Espia, Guam Homeland Security/Emergency Management, Agana Heights GU

Gulf Coast States

Mr. Brad Baker, Santa Rosa County Emergency Management, Milton, FL

Dr. Juan Horrillo, Texas A&M University at Galveston, Galveston, TX

Hawaii

Dr. Kwok Fai Cheung, University of Hawaii, Honolulu, HI

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

Oregon

Dr. Althea Rizzo, Oregon Emergency Management Agency, Salem, OR

Dr. Jon Allan, Oregon Dept. of Minerals and Geology, Newport, OR

Puerto Rico

All excused (Hurricane Maria)

U.S. Virgin Islands

All excused (Hurricane Maria)

Washington

Mr. Maximilian Dixon, Washington Emergency Mgmt Division, Camp Murray, WA

Ms. Corina Forson, Washington Division of Natural Resources, Olympia, WA

Mr. Tim Walsh², Washington Division of Natural Resources, Olympia, WA

Ms. Kelly Yem³, Washington Emergency Mgmt Division, Camp Murray, WA

NOAA

Mr. Mike Angove², NOAA/National Weather Service HQ, Silver Spring, MD

Dr. Diego Arcas, NOAA/Pacific Marine Environmental Lab, Seattle, WA

Dr. Grant Cooper, NWS Western Region Director, Salt Lake City, UT

Dr. Paul Huang⁴, National Tsunami Warning Center, Palmer, AK

Dr. Laura Kong², International Tsunami Information Center, Honolulu, HI

Mr. Lewis Kozlosky³, NOAA/National Weather Service HQ, Silver Spring, MD

Dr. Rocky Lopes¹, NOAA/National Weather Service HQ, Silver Spring, MD

Ms. Christa Rabenold², Tsunami Program, NWS HQ, Silver Spring, MD

FEMA

Ms. Tamra Biasco, FEMA Region X, Lynnwood, WA

USGS

Ms. Stephanie Ross, U.S. Geological Survey, Menlo Park, CA

Dr. Nate Wood, U.S. Geological Survey, Portland, OR

31 present, 9 state votes (min 7); 5 Fed votes (min 4). Quorum requirement was met.

¹ Non-voting alternate--Coordinating Committee member present

² Ex-Officio, non-voting

⁴ Coordinating Committee member, NOAA employee, non-voting

³ Guest, non-voting

3. Chair's remarks

Dr. Cooper welcomed our newest members of the Coordinating Committee, representing the emergency management interests for the Gulf of Mexico. Dan Hahn (primary) and Brad Baker (alternate) are our new members. Brad is the Director of Santa Rosa County (FL) Emergency Management. Dan is the Planning Chief of this EMA.

Brad introduced himself and said that he was looking forward to working with us. He will be attending the NTHMP Annual Meeting in Seattle.

4. Approval of Coordinating Committee meeting minutes of September 19, 2017.

Dr. Cooper called for approval of the minutes. With no objections, the minutes were approved.

5. *NTHMP 2018-2023 Strategic Plan*

Rocky Lopes stated that a Work Group of experienced members of the NTHMP Coordinating Committee met in person in Salt Lake City on August 4 following the summer meeting.

There, the team discussed the overall concept and framework for the Strategic Plan, made an outline of major themes and goals, and divided the work among members to take back home and write.

Five meetings of the work group were held between August and November to discuss the evolving Strategic Plan. The results of this work will be presented by members of the work group today.

a. Overview on design and high-level content

Dr. Cooper thanked all members of the work group for their dedication and hard work. During the August 4 meeting, he provided guidance for what the new strategic plan should be. A strategic plan should be strategic. Past strategic plans had a lot of technical and tactical content that made them outdated almost as soon as they were published.

Activities and milestones to measure accomplishment should be in a work plan that each subcommittee maintains.

Dr. Cooper expressed that he liked the format and structure of the *2014-2018 FEMA Strategic Plan*. That plan has an excellent layout with many photos, graphs, and illustrations. Anyone can sit down and read it in a short time and take away strategic themes, goals, and strategies. That is how our new NTHMP Strategic Plan should be designed and written.

The Work Group agreed on four strategic themes. What we have here is a good solid final draft, and we should look at it in that context.

b. Hazard and Risk Assessment

Corina Forson stated that the writers of this section tried to keep it high-level and not go into details that the annual work plan and MMS vision plan would include. This section reflects largely the work of the MMS, but there is a lot of cross-cutting so it isn't specific to any one subcommittee. Corina reviewed all of the goals in this section.

c. Education and Preparedness

Kevin Miller said that this section is largely driven by the MES, but spans other themes and is informed by risk assessment. There are many cross-cutting linkages as well. He described the goals for this section.

d. Mitigation and Recovery

Rick Wilson described that tsunami hazard mitigation and recovery is new to the NTHMP. This section begins by suggesting a dialogue with stakeholders and bringing information back to the NTHMP. Improving mitigation and recovery planning was in TWERA and the 2017 NTHMP External Review Report.

There are ongoing tsunami mitigation and recovery activities such as land-use planning and working with ports & harbors. Working on this issue will help take stock of what's being done and make cost-effective response plans.

e. Alert, Warning, and Response

Mike Angove stated that there is not much new about this section's content. NOAA's tsunami forecast and warning process is dependent on feedback from NTHMP and its WCS through the strategies identified in this section.

f. Introduction and Concluding Sections

Rocky Lopes stated that the introductory content lays the foundation for the Strategic Plan, but any content that is included in NTHMP governing documents was stripped out. If governing documents change during the lifetime of this Strategic Plan, it will not cause the plan to become outdated.

Appendices include: list of Strategic Plan Work Group members; Glossary; Acronyms; and Bibliography.

g. What is not in this new Strategic Plan

- Elements that could possibly cause this plan to get outdated, such as a list of partners and stakeholders already listed in the *NTHMP Rules of Procedure*;
- Tactics on how a strategy would or should be accomplished and by whom (let the subcommittees decide and incorporate into Annual Work Plans);
- Examples of past accomplishments (already included in annual reports and other documents);
- Provisions that would get ahead of the Coordinating Committee's decision-making, such as creating "an NTHMP entity on mitigation and recovery." The CC hasn't discussed that yet.

h. Discussion

Maximilian Dixon: this is really good; looks nice.

Dmitry Nicolsky: looks like the Strategic Plan summarizes the current state of the vision. If new things come up like some new modeling techniques, how would they be included in the Strategic Plan?

Corina Forson: This may fit with an adjustment to Strategy 1.1.1

Jon Allan: Where are there references to evacuation modeling?

Corina Forson: This is in both Strategy 1.1.2 and Strategy 1.1.3

Rocky Lopes: we are trying to be less specific and prescriptive and remain open to creative linkages of activities to strategies. The more specific you are in a Strategic Plan, the more risk there is to cause it to become out-of-date rather quickly, as well as leave out or block activity alignment that no longer comes close.

Rick Wilson: we struggled early on while writing earlier versions of this plan with prescriptive content. We have kept those items on a separate list and will return to considering them when we have discussions for annual work plans and the MMS five-year vision plan.

Maximilian Dixon: evacuation could be in goal 2.1 or 2.3.

Corina Forson: If a place where language can be improved, please advise.

Discussion/direction from the Chair

Considering that there is a lot of content in this Strategic Plan that members have not digested completely yet, as well as the pressing challenge for having this plan formatted with photos/graphics through an intense process that is difficult to change once the layout is completed, the Chair approved a recommendation from Rocky Lopes that:

Members are requested to review the draft *2018-2023 NTHMP Strategic Plan* and send any recommendations for adjustments to Rocky Lopes on or before December 7.

Please try to keep recommendations for adjustments to a high strategic level and avoid being prescriptive or tactical.

Rocky will consolidate those suggestions and share them with the Strategic Plan Work Group for consideration and changes. Rocky will send an updated "for review" Word version of this draft Strategic Plan to the Coordinating Committee members when prepared – likely by mid-December.

i. Layout and design

Rocky Lopes stated that in order to have the Strategic Plan model the format of FEMA's Strategic Plan, it will require intense design work. Once that happens, any changes other than a word here-or-there will be difficult to accommodate. Major changes of sentences, paragraphs, sections, or reordering content will be difficult to do and we would prefer not to have to do that, so we hope we can have a version that will not require major change after the December 7 input is reviewed by the Work Group and incorporated where appropriate.

j. Appeal for more photos

Dr. Cooper requested photos and graphics that show diversity of places and activities and that illustrate the concepts in the Strategic Plan. These graphics (e.g., photos and maps and other products) need to be high resolution (if in doubt, send it anyway) and cleared for public use. Rocky Lopes added that even if some photos may also be used for the *2017 NTHMP Annual Report* one-pagers, duplicates for this situation are acceptable.

k. NTHMP Annual Meeting Thursday morning meeting

As part of the Strategic Plan review and adoption process, we have a dedicated time on Thursday, February 1, from 8am to noon to discuss and finalize the *2018-2023 NTHMP Strategic Plan*. That is when the voting members of the Coordinating Committee will be asked to vote to adopt it.

Also during this work session, we will look at the Annual Work Plans from each subcommittee and discuss alignment with the Strategic Plan as well as grant activities being considered for 2018 grant applications.

6. Update on NTHMP Annual Meetings Week (January 29 – February 2, 2018, Seattle, Washington)

Please check the Annual Meeting website page for latest updates:

<http://nws.weather.gov/nthmp/2018annualmeeting/index.html>

a. Rocky Lopes said that the agenda planning work group requested to have a representative who has used an NTHMP-created product or service to attend and talk about what they have done (user testimonial). We had someone lined up to do it, but she had to back out. If anyone can suggest someone to fill this requested speaking slot, please let Rocky know. There are no funds available to support travel, so it is likely this speaker would have to be local.

b. Subcommittee agendas

Each subcommittee (MES, MMS, WCS) is working on an agenda for their individual meetings. The agendas have been requested to be sent to Rocky by the end of December for posting on the NTHMP website Annual Meeting page.

c. Mitigation & Recovery discussion -- agenda published

Rocky Lopes described that the agenda for the two-hour discussion about NTHMP and "mitigation and recovery" has been posted to the Annual Meeting web page. The agenda provides the framework for the discussion as well as action items that will need to be addressed by volunteers.

7. FY18 NOAA/NWS Tsunami Activities Grants – next round

Rocky Lopes announced that the *FY18 NOAA/NWS Grant Guidance* has been released, along with updated templates to use for developing the FY18 grant proposals. Grant applicants have been notified. First round of pre-applications are due by January 12, 2018 to a new email address: nws.tsunamigrants@noaa.gov.

8. Subcommittee updates

a. MES: Kevin Miller reported that the next MES Conference call will be Tuesday, December 5 at 3:00pm ET (please adjust for local time) on 1-877-704-7717 passcode 2968950. The MES will be discussing its planned agenda for the meeting on January 29 among other things.

b. MMS: Marie Eblé provided this report via email – Planning for the first Powell Center workshop is well underway. Invitations have been sent to most, if not all, of the targeted participants. We anticipate having a list of workshop 1 participants along with the workshop date before the end of calendar year 2017, or once all have confirmed and completed a Doodle Poll with availability.

- c. WCS: The meeting notes from the November 3 conference call have been posted on the NTHMP website.

9. Old Business

There was no old business.

10. New Business

Rocky Lopes reminded everyone that a one-pager with photos for the *2017 NTHMP Annual Report* is due by the end of December. More instructions will follow via email.

11. Adjourn

The meeting was adjourned at 3:58pm EST by Chair Grant Cooper. He thanked everyone again for their thoughts and work on the 2018-2023 NTHMP Strategic Plan.

Next meeting: Friday, February 2, 2018, 8:15am to 11:00am, Seattle, Washington

Respectfully submitted,

Rocky Lopes
NTHMP Administrator