

NTHMP - Island Caucus
January 28, 2020, 3:00 – 4:30pm
Agenda and Notes

Co-Chair: Kevin Richards, Hawaii
Co-Chair: Denise Lewis, US Virgin Islands

Attendees:

American Samoa: Elinor Lutu-McMoore (WSO Pago Pago), Meauta Mageo (ASDHS)
CNMI DHS – Jon Villagomez
Hawaii – Kevin Richards (HI-EMA), Kwok Fai Cheung (Univ Hawaii)
Puerto Rico PRSN – Liz Vanacore
USVI VITEMA – Denise Lewis
Alaska DHS/EM – Dan Belanger
USGS – Bruce Jaffe, Nate Wood
NOAA ITIC – Laura Kong (Pacific), Christa von Hillebrandt (Caribbean)
Joint Typhoon Warning Center – LT Caitlin Fine (Ops), LTJG Helena Cheslack (Tsu Prog Mgr)
US NTWC – Summer Ohlendorf
California CGS – Nic Graehl
FEMA HAZUS Contractor – Jordan Burns (NIYAM IT, Inc)

3:00 PM

Co-Chair

Welcome and Self-Introductions

Agenda, Note-taker

Laura Kong volunteered to be the note-taker for this meeting

3:10 PM

Co-Chair

Review of past meetings (2018-2019)

Notes are available on the NTHMP web site. No notes were taken for the last meeting, Summer 2019

3:20 PM

Island Caucus Governance – Terms of Reference

Co-Chair

- Terms of Reference – leadership, officers, terms, goals & objectives, commonalities, areas of engagement and advocacy, responsibilities
- Discussion and approval

The Group discussed the goals of the Island Caucus, reviewed the Terms of Reference from November 2019, and finalized and approved its Terms of Reference for approval by the NTHMP CC. Highlights are the following:

Purpose:

- Provide a forum for those who live and work on islands of the United States and partners to exchange information and ideas.
- Collaborate on activities of mutual interest to islands.

Co-Chairs

- The IC shall have two Co-Chairs, one from the Pacific and one from the Atlantic, selected from the core members and approved by a majority vote of the NTHMP Coordinating Committee at the annual NTHMP meeting. Each core member has one vote. Elections can take place when there are a minimum of five voting members.

Activities:

- The IC shall discuss NTHMP efforts to ensure they are inclusive of island interests, and identify any modifications for improvement.

3:40 PM

US National Tsunami Response Plan for Damage Impact Assessments

ITIC, Partners

Island Caucus input – needs and gaps, requirements

American Samoa, CNMI, Guam, Hawaii, Puerto Rico, USVI, Alaska

Laura Kong and Bruce Jaffe introduced the topic providing a brief from the AGU talk that was done in December 2019 (available on NTHMP web site). In addition to Island Caucus feedback, sessions are being held with the MMS (28 Jan, morning), MES (30 Jan, morning), and a final Plenary (30 Jan, afternoon). A summary of the IC feedback is as follows:

- ▶ Strong consensus (AS, HI), esp for islands to require data sharing (prelim findings, recs) before Survey Team departs. EM understands / respects value of research. EM also emphasized research data can help in response / recovery, but timing of data availability critical
- ▶ Islands especially stressed when disaster hits (few people, logistics, transport, temp housing, etc) – pre-event plans essential or it will not happen
- ▶ EM response is too busy to accommodate ‘science’, so essential to have liaison to be interface between EOC & Surveys. HI (State Tsu Advisor, ITIC), CA (CGS), WA (DNR) plan this.
- ▶ NTHMP Protocol (2015) gives practical guidance. Win-win situation is scientist check-in before for safety/sitrep/info to help them answer locals’ questions
- ▶ Inclusion of ‘locals’ in science teams very valuable (required), e.g., for culture/indigenous, EM, engineer, FEMA ... (AS, HI, AK)
- ▶ Turnover can be high in EM, so important to have repository (electronic, hard copy library, etc), sustainability and to continually re-brief (AS)
- ▶ Exercises incl post-tsunami protocols (e.g., Clearinghouse) a useful mechanism
- ▶ If NTHMP partners want to develop plans, possible to request through NTHMP grant – more discussion needed on what is fundamental to include in plan. Ex available - CA, HI, WA, etc

4:15 PM

Island Partners Open Discussion – Solutions, Needs, Products, Challenges

Partners

4:25 PM

Wrap-up and Report out

Co-Chair

Laura, as Note Taker, will transmit the Approved Terms of Reference to Ian, copying Kevin and Denise, for action by the NTHMP CC. Notes to be reviewed by Co-Chairs, and shared.

4:30 PM

Adjourn

Island Caucus Terms of Reference

January 28, 2020

Introduction

The NTHMP Island Caucus (IC) was created to provide a forum for NTHMP members who have island interests to focus on the risks associated with the development and maintenance of a comprehensive tsunami preparedness, mitigation, response, and recovery program that meets the needs of the islands.

Purpose

The purpose of the IC is to:

- Provide a forum for those who live and work on islands of the United States and partners to exchange information and ideas.
- Collaborate on activities of mutual interest to islands.

Authority

The National Tsunami Hazard Mitigation Program's (NTHMP) Island Caucus was formed with approval of the NTHMP Coordinating Committee at a meeting held February 5, 2016. This is a permanent caucus of the NTHMP.

Membership

Although attendance at Island Caucus gatherings is open to all, the core members are representatives from areas listed below.

- American Samoa
- Commonwealth of Northern Mariana Islands
- Guam
- Hawaii
- Puerto Rico
- U.S. Virgin Islands
- Alaska

The NTHMP Administrator is an ex-officio member.

The current official membership is maintained on the [NTHMP website](#). Outside experts and other stakeholders are welcome to participate in IC discussions.

Membership and Co-Chairs

The IC shall have two Co-Chairs, one from the Pacific and one from the Atlantic, selected from the core members and approved by a majority vote of the NTHMP Coordinating Committee at the annual NTHMP meeting. Each core member has one vote. Elections can take place when there are a minimum of five voting members.

Co-Chairs have equal authority and powers to call meetings, preside, and report on IC activities to the Coordinating Committee.

Chairpersons will serve for two years with rotation staggered to maintain continuity in leadership. One Chair is elected in even years, and the other Chair is elected in odd years. Elections are held during the NTHMP annual meeting, and are affirmed by vote of the NTHMP Coordinating Committee at a meeting after the IC leadership vote is taken.

In the event a Co-Chair resigns from the position during his/her term of office, the NTHMP Administrator shall make a call for nominees from the IC membership within 30 days of the vacancy to IC members. Up to 10 days is allowed for the nominations period, but may be shorter if the IC is meeting in person.

A vote among the IC members will be conducted by the NTHMP Administrator within 30 days of close of nominations. The winner of the vote total will be recommended to the Coordinating Committee for confirmation at the next Coordinating Committee meeting. The new Co-Chair assumes the position upon Coordinating Committee confirmation to fulfill the remainder of the term of office for the person who vacated the position.

There are no term limits for IC Co-Chair positions, although it is desirable to limit each Co-Chair to two full two-year terms.

Communications

Meetings shall normally be held as desired by conference call or in-person when possible. Between meetings, communication will take place primarily by email and conference calls. A note-taker will be designated at the beginning of each meeting. Meeting notes and actions items will be summarized, and the Co-Chairs will provide them to the NTHMP for posting to the NTHMP web site as soon as possible after meetings conclude.

Activities

The IC shall discuss NTHMP efforts to ensure they are inclusive of island interests, and identify any modifications for improvement.

NOAA/NWS Grants duties: There are no grant duties for the IC.