

**Meeting Minutes of the National Tsunami Hazard Mitigation Program  
Coordinating Committee  
May 15, 2008 3:30 pm – 5:00 pm EDT via Teleconference**

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Attendees:

**NOAA/NWS** – Vickie Nadolski, National Weather Service Deputy Assistant Administrator  
**NOAA/NWS** – Jenifer Rhoades, NOAA Tsunami Program Coordinator/NTHMP Program Administrator  
**NOAA/OAR** – Eddie Bernard, Director, Pacific Marine and Environmental Laboratories  
**AK** - Erv Petty – Homeland Security State of AK  
**Pacific Territories/Commonwealths** - Ted Untalan, CNMI  
**CA** - Rick Wilson – California Geological Survey  
**DHS/FEMA** – Mike Mahoney  
**DHS/FEMA** – Chris Jonientz-Trisler  
**HI** - Kevin Richards, State of Hawaii  
**OR** - Rob Witter, DOGAMI  
**PR** - Christa G. von Hillebrandt-Andrade, Puerto Rico Seismic Network, UPR  
**PR** – Barbara Medina, PRSEMA  
**USGS** – David Oppenheimer  
**USGS** – Craig Weaver  
**WA** - Tim Walsh, Washington Division of Geology and Earth Resources  
**WA** - Dave Nelson, Washington Emergency Management  
**Gulf Coast States** – Charles Williams, Alabama Emergency Management

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## Minutes

### Call to Order and Role Call

The NOAA Tsunami Program Coordinator – Jenifer Rhoades provided the agenda for the meeting and conducted role call for meeting attendees.

### Review of Previous Meeting Minutes

Jen indicated she had received no comments to the April 2, 2008 Meeting Minutes and asked if they could be approved. Rob Witter noted that in the voting record Mike Mahoney and Chris Jonientz-Trisler are listed as USGS employees when they are FEMA employees. Rob Witter also noted the action for the selecting a Co-Chair was not included in the list of action items and requested the action be added to the final set of minutes. Christa Von-Hildebrandt noted that on Page 6 where changes to the Rules of Procedure were discussed, there was no discernable difference between the changes of Page 6 or 10 of the RoP. Jenifer noted the changes requested by Rob and Christa, and said the final version of the minutes would include those recommendations. Kevin Richards of Hawaii moved to approve the minutes with the noted changes and Rob Witter of Oregon seconded. The NTHMP CC was then asked if anyone disagreed with the motion. There were no members in disagreement; minutes were approved with the noted edits.

### FY08 Budget

Jen presented the NOAA Tsunami Program FY08 and FY09 Funding Summary. This version of the Funding Summary was presented in response to a request to explain the difference between the \$23,296K (Strengthening Program) budget that was presented at the January 10, 2008 NTHMP CC Meeting and the \$28,833K (Strengthening plus Legacy Programs) budget presented to the CC on April 2, 2008. Jenifer also described the content of each of the columns.

Jen also provided the latest Spectrum fund information. NOAA is expecting \$1.2M to arrive in FY08. Of the \$1.2M, \$896K will be awarded via grant. How to spend the remaining \$303K needs to be discussed at the Face to Face Meeting in June.

Rob Witter of Oregon expressed concern about the way this budget was presented to the NTHMP CC and stated the CC should be consulted first before NOAA makes budget decisions concerning the NTHMP portion of the budget. Vickie Nadolski promised greater transparency for the FY09 budget process.

Rob Witter also expressed whether it is appropriate to use Spectrum Funds for the NTHMP program in future spending plans (e.g., FY09) because of the inherent funding risk. Rob also requested an explanation for 1) What products result from Tsunami Warning Center Outreach, NOAA TsunamiReady Staff Outreach, and PMEL's Mapping

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and Modeling Program and 2) Is it appropriate to include TWEAK funding in the SUSTWP budget? Vickie indicated these items would be appropriate to discuss at the annual meeting where each group is responsible for presenting what they achieved with the NTHMP Funding from the previous year.

### Face to Face NTHMP CC Meeting

The NTHMP Face to Face Meeting will be held in Portland, Oregon June 16 and 17, 2008. Information on hotel reservations has been sent out the NTHMP CC.

Jen put forth the following agenda item suggestions:

1) TsunamiReady Program discussion. The discussion would include a panel of local community leaders who would address the committee about the strengths and weaknesses of the program.

Dave Nelson requested the panel discussion be held at a time of day where community leaders would not be required to stay over night. Jen agreed to schedule the meeting to start either right before lunch or after.

An update on the actions from the TsunamiReady Summit was requested

FEMA was asked to provide information on its Flood Insurance Program's credits for TsunamiReady efforts.

2) Update on FY08 Grant Awards and Discussion of \$303K Spend Plan

3) FY09 Budget Development which would include the presentation of NOAA's FY09 Budget and information on the FY09 Grants Process

4) Discussion on 2009 Annual Meeting

5) Assessment of Past Action Items – Jen agreed to provide a list of all action items from previous meetings of the NTHMP CC prior to the NTHMP CC Face to Face Meeting

6) It was requested that a 45 minute State Co-Chair discussion be added to the June 16<sup>th</sup> agenda

7) It was requested that each Sub-Committee provide a 20 minute brief-out on actions from the Annual Meeting and up-coming activities

Jen took the action to distribute a draft agenda by May 21.

### Implementation Plan

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Jen discussed the process to start to work on the NTHMP Implementation Plan. Jen suggested that a tiger team be formed to work on the plan. Ideally, the tiger team will have six to seven members and include a co-chair from each of the NTHMP Sub-Committees and Jen as the facilitator. The tiger team would hold a 3-day workshop in July or August to develop the plan. The goal would be to deliver a draft Implementation Plan to the entire NTHMP at the Annual Meeting this Fall.

Christa Von-Hildebrandt suggested at least one new state also participate on the Tiger Team.

The NTHMP CC supported the Tiger Team approach and suggested Jen make a request for participation through email.

Status of FY08 Grants

Jen mentioned that all the Grant process for FY08 is on track. She also has collected feedback from the NOAA Reviewers on each member's individual grant application, which she will distribute by May 30<sup>th</sup>.

Official Designee Letters

Jen indicated the request for Official Designee Letters would be sent to each State, Territory and Commonwealth by May 16<sup>th</sup>. She indicated FEMA still needs to provide their contact information, so she can send their letter to their agency. Mike Mahoney said he would follow-up with Jen via email.

Tim Walsh (Washington) raised the question as to whether or not the technical representative for WA should be appointed by the Dir of Emergency Management or come directly from his agency. WA EMD agreed to look into the issue and let Jen know if another letter needed to be issued to the WA State Geologist.

Closing Remarks

Jenifer closed the meeting.

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**Action Items:**

**Action Item 1:** Revise April 2, 2008 Meeting Minutes based on comments from Christa Von-Hildebrandt and Rob Witter and post to NTHMP Website.

**Lead: Rhoades**

**Due Dates: a) Revise and post minutes by Friday, May 23, 2008**

**Status: Complete.**

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**Action Item 2:** Provide Action Item List

**Lead: Rhoades**

**Due Dates: Distribute Action Item List by June 6, 2008**

**Status: Open**

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**Action Item 3:** Distribute Draft Face-to-Face Meeting Agenda.

**Lead: Rhoades**

**Due Dates: May 21, 2008**

**Status: Open**

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**Action Item 4:** Request volunteers for the NTHMP Implementation Plan Tiger Team

**Lead: Rhoades**

**Due Dates: May 30, 2008**

**Status: Open**

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**Action Item 5:** Distribute individual Grant Application feedback to each NTHMP Grant Applicant.

**Lead:** Rhoades

**Due Dates:** May 30, 2008

**Status:** Open

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**Action Item 6:** Verify if WA EMD can appoint the WA Technical Representative to the NTHMP CC

**Lead:** Dave Nelson

**Due Dates:** May, 21, 2008

**Status:** Open