

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

Grant Cooper acknowledged that two weeks ago, the US Virgin Islands was struck by Hurricane Irma, particularly St. Thomas and St. John. NTHMP Science partner Roy Watlington lives on St. Thomas. Virgin Islands Territory Emergency Management Agency Director – Mona Barnes – is leading the territory-level response to Hurricane Maria.

Puerto Rico partners, Wilfredo Ramos of the Puerto Rico state-level EMA and Dr. Victor Huerfano of the Puerto Rico Seismic Network could not be with us today also due to preparations for imminent impact from Hurricane Maria.

We extend our thoughts and prayers for safety to our colleagues in the Caribbean and all residents of the islands.

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

NOAA

Mr. Mike Angove¹, National Tsunami Warning Center, Palmer, AK
Dr. Diego Arcas, NOAA/Pacific Marine Environmental Lab, Seattle, WA
Dr. Grant Cooper, NWS Western Region Director, Salt Lake City, UT
Ms. Marie Eblé², NOAA/Pacific Marine Environmental Lab, Seattle, WA
Dr. Laura Kong³, 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 Rabenold³, Tsunami Program, NWS HQ, Silver Spring, MD
Ms. Christa von Hillebrandt, Caribbean Tsunami Warning Program, Mayagüez, PR

FEMA

Ms. Tamra Biasco, FEMA Region X, Lynnwood, WA
Mr. Mike Mahoney, FEMA Headquarters, Washington, DC

USGS

Ms. Stephanie Ross, U.S. Geological Survey, Menlo Park, CA
Dr. Nate Wood, U.S. Geological Survey, Portland, OR

Alaska

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 Brown⁵, American Samoa HS/EM, Pago Pago, American Samoa
Ms. Elinor Lutu-McMoore⁴, American Samoa NWSO, Pago Pago, American Samoa

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

*Mr. Chip Guard*⁴, NWS Forecast Office, Guam (CNMI Science Member)

¹ Ex-Officio, non-voting

² Subcommittee Co-Chair, non-voting

³ Guest, non-voting

⁴ Coordinating Committee member, NOAA employee, non-voting

⁵ Non-voting alternate--Coordinating Committee member present

⁶ Voting alternate--designated Coordinating Committee member not present

East Coast States

Dr. Ed Fratto, Northeast States Emergency Consortium, Boston, MA
Dr. Stephan Grilli⁵, University of Rhode Island, Kingston, RI

Guam

Mr. Chip Guard⁴, NWS Forecast Office, Guam (Guam Science Member)

Gulf Coast States

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

Hawaii

Dr. Kwok Fai Cheung, University of Hawaii, 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

Ms. Corina Forson, Washington Division of Natural Resources, Olympia, WA
Mr. Tim Walsh³, Washington Division of Natural Resources, Olympia, WA
Ms. Keily Yemm⁶, Washington Emergency Mgmt Division, Camp Murray, WA

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

4. Approval of Coordinating Committee meeting minutes of July 18, 2017

The minutes of the July 18 Coordinating Committee were approved without objection.

5. Confirmation of appointment for Tamra Biasco

Dr. Cooper asked for confirmation of the Mitigation & Education Subcommittee vote of August 1 to replace Gala Gulacsik who resigned from FEMA to pursue doctoral studies. The appointment of Tamra Biasco as the FEMA MES Co-Chair was unanimously confirmed.

6. Update of *Terms of Reference* for each Subcommittee

Rocky Lopes announced that each of the three NTHMP Subcommittees reviewed proposed changes to their respective *Terms of Reference* that included updates related to TWERA and the development of an Annual Work Plan (with MMS also having a five-year "vision plan"). The updated *Terms of Reference* have been posted on the NTHMP website on each subcommittee's page.

7. Potential NTHMP website home page – photo display

Christa Rabenold described that during the NTHMP summer subcommittee meetings, there was a request to improve and update the NTHMP website. Since the NTHMP or NWS does not have staff with web development skills, updates and improvements are limited to the capabilities and time of Christa and Rocky.

Christa discussed a proposed new NTHMP website home page that has a simple slide show with photos of partner activities.

The members on the call expressed general approval and appreciation for what they saw.

Christa advised that the only way we can keep it fresh is to get good-quality photos from our partners. Please send images to her: Christa.Rabenold@noaa.gov.

Discussion

Corina Forson: likes having photos. Can we add a caption? That would help identify what the image is about.

Rabenold: captions are do-able, but they can take up space in the image.

Diego Arcas: can we make the images larger?

Rabenold: expanding images means expanding the site page widths. A banner width is difficult and does not present well on all browsers.

Marie Eblé: really likes the change. Not sure about having images rotate so quickly.

Rabenold: we can change the rotation speed.

Eblé: wonder if it would be better to have one image with a caption once a week or two weeks.

Rocky Lopes: that can be burdensome on time for the only people (Christa and me) who can update the website. We prefer rotating images so updates can be done less often.

Jon Allan: excellent start. Slow down rotation of images. Adding captions would help.

Rabenold: asked the members for photos and captions. For consistency purposes, should we have captions on all of them?

Forson: don't need captions for all of them.

Kevin Miller: keep captions short to one line.

Rabenold: will add captions where we think they are needed.

Eblé: think of themes... state partners by a rotating theme.

Lopes: not all partners contribute to the same level, though we want to represent everyone. That's why the thinking of the image themes was along the lines of the

three main components of the NTHMP: Mitigation & Education; Mapping & Modeling; Warning Coordination.

Rick Wilson: We need pictures for the new Strategic Plan too. We should use images provided by partners for both – the Strategic Plan and the website.

Christa von Hillebrandt: be sure to represent diversity of stakeholders too.

Rabenold: absolutely. We're attentive to that as you can see in all of the NTHMP documents we produce.

Laura Kong: add word "United States" somewhere on the home page.

Rabenold: can add U.S. to the introductory statement.

With no more discussion, the members agreed to use this slide show on the NTHMP website home page, slow down the speed of image changes, and add captions to photos where captions would help explain, at Christa's discretion.

8. *2018-2023 NTHMP Strategic Plan* development

Grant Cooper restated that what we are looking for is a strategic, high-level document. He stated that he likes the format and design of the FEMA strategic plan that has a number of photos throughout.

Rocky Lopes said that the members of the Strategic Planning Work Group (Mike Angove, Diego Arcas, Tamra Biasco, Corina Forson, Juan Horrillo, Kevin Miller, Kevin Richards, Althea Rizzo, Christa von Hillebrandt, and Rick Wilson) have done a great job. They met in person on August 4. They began by revising (slightly) the NTHMP Mission and Vision, then developed an outline of content to start from the ground-up.

The *2018-2023 NTHMP Strategic Plan* will have main content themes with individual strategies within the themes. There will not be tactical or subcommittee-specific content in it. That type of content will be addressed in the subcommittee Annual Work Plans and MMS Vision Plan, each of which will be updated annually. The *2018-2023 NTHMP Strategic Plan* will not have milestones or be dated with targeted outcomes. It will remain evergreen through its five-year life cycle.

The members of the Work Group have met once in person and twice by phone. They are working on editing and refining drafts of the strategic plan and will continue to do so until a final draft is delivered to the Coordinating Committee on November 21, one week in advance of the November 28 Coordinating Committee meeting.

The intent of the November 28 meeting will be to discuss the draft *2018-2023 NTHMP Strategic Plan* with the members of the Work Group. Layout and design of

the plan will begin then, too. We will have a final discussion and vote of approval to adopt the *2018-2023 NTHMP Strategic Plan* during the Annual Meeting in Seattle.

9. Update on grants

Rocky Lopes provided these updates:

- All FY17 Grants have been awarded, but two have not been accepted yet, including one for the USVI. The only person who can accept it is the Director of VITEMA, and she is rather busy right now. Until all grants are accepted, we cannot publicly announce activities funded for each partner.
- FY18 Grants eligibility changes: Rocky Lopes described adjustments to grants for FY18 that were required by interpretation of TWERA by NOAA General Counsel. A new grants procedures document will be sent to NTHMP partners. NOAA General Counsel advised that TWERA has language that confirms these grants can remain closed (non-competitive) and the new procedures do not have to be publicly announced in the Federal Register or posted on the NTHMP website, but must be made available on request.
- NOAA General Counsel advised that the name of the grants should not be "NTHMP Grants" – we now must call them "NOAA/NWS Financial Assistance for Tsunami Activities" grants since grants are not managed, allocated, or approved by the NTHMP Coordinating Committee or subcommittees. They are Federal Government grants managed by NOAA's National Weather Service.

10. NTHMP Annual Meeting Agenda Planning Work Group.

Dr. Cooper announced the appointment of the following individuals to work with Rocky Lopes on developing the agenda for the 2018 NTHMP Annual Meeting:

- a. Dan Belanger of Alaska
- b. Leo Espia of Guam
- c. Juan Horrillo of Gulf Coast – Texas A&M University
- d. Stephanie Ross of USGS – Federal Partners

Rocky Lopes will facilitate this work group. If anyone has suggestions for NTHMP Annual Meeting agenda items, please contact any of these individuals.

Dr. Cooper reminded everyone that the Annual Meeting will be held in Seattle, January 29 – February 2, 2018.

11. NTHMP Grants Allowable Activities Work Group Recommendations

Rocky Lopes thanked the members of a Work Group appointed by NTHMP Chair Cooper: Jon Allan (MMS); Ed Fratto (WCS); Tamra Biasco (FEMA/Federal Partners); Victor Huerfano (Island Caucus); and Kevin Miller (MES).

The members of the Work Group consulted with their respective subcommittees and developed a list to update the "allowable grant activities" list that had not been

updated since it was originally developed in 2008. The new list reflects input from TWERA, the 2017 NTHMP External Review Report, and consideration of the 2008 list.

Discussion followed about individual items. Members of the Work Group addressed questions and concerns. Minor changes were made to the list during discussion.

Because this list is a set of recommendations from the Coordinating Committee to NOAA's National Weather Service, the discussion is not included in these minutes.

Grant Cooper: Called for a vote to send these recommendations for allowable grant activities as verbally amended to NOAA's National Weather Service.

Vote was unanimous – no dissent.

Rocky Lopes: these allowable grant activities will now be reviewed by:

- NTHMP Federal Grant Review Panel
- NOAA General Counsel
- NOAA Grants Management Division
- NOAA/NWS Management

The final list of allowable/disallowed activities will be included in the FY18 *NOAA/NWS Financial Assistance for Tsunami Activities Grant Guidance*. The Grant Guidance will be distributed to NTHMP partners in November.

Kevin Miller: will we still rank by priority?

Rocky Lopes: Yes. More information on ranking of activities will be sent to the Work Group soon.

12. Old Business

None (meeting ran out of time.)

13. New Business

None (meeting ran out of time.)

14. Adjourn

Meeting was adjourned by the Chair at 4:02pm EDST.

Next meeting: November 28, 3:00pm EDST

Respectfully submitted,
Rocky Lopes
NTHMP Administrator