

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

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

Alaska

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

American Samoa

*Ms. Elinor Lutu-McMoore*¹, NWS Weather Service Office, Pago Pago, American Samoa

California

*Ms. Yvette LaDuke*², 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 Northern Mariana Islands

*Mr. Chip Guard*¹ (dual representation with Guam)

East Coast States

Mr. Ed Fratto, Northeast States Earthquake Consortium, Wakefield, MA

Guam

Mr. Leo Espia, Guam Homeland Security, Guam

*Mr. Chip Guard*¹, NWS Forecast Office, Guam (dual representation with CNMI)

Gulf Coast States

No representatives

Hawaii

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

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

Oregon

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

Puerto Rico

Dr. Victor Huerfano, Univ. of Puerto Rico at Mayagüez, Mayagüez, PR

U.S. Virgin Islands

No representatives

Washington

*Ms. Kelly Yemm*³, Washington Emergency Mgmt Division, Camp Murray, WA

NOAA

*Mr. Mike Angove*⁵, Tsunami Program, NOAA/NWS Headquarters, Silver Spring, MD

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

*Dr. James Gridley*⁴, NOAA/NWS National Tsunami Warning Center, Palmer, AK

*Dr. Laura Kong*⁴, NOAA/NWS Int'l Tsunami Information Center, Honolulu, HI

*Mr. Lewis Kozlosky*⁴, Tsunami Program, NOAA/NWS Headquarters, Silver Spring, MD

*Dr. Rocky Lopes*⁵, NOAA/National Weather Service HQ, Silver Spring, MD

*Dr. Chip McCreery*⁴, NOAA/NWS Pacific Tsunami Warning Center, Honolulu, HI

*Ms. Christa Rabenold*⁴, NOAA/National Weather Service HQ, Silver Spring, MD

*Ms. Kelly Stroker*⁴, NOAA National Centers for Environmental Information, Boulder, CO

Ms. Christa von Hillebrandt, NOAA/NWS Caribbean Tsunami Warning Pgm, Mayagüez, PR

FEMA

No representatives

USGS

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

25 present, 7.5 state votes (min 7); 3 Fed votes (min 4). **NO Quorum.**

¹ Coord. Comm member, NOAA employee, non-voting

² Guest, one-time, non-voting

³ Alternate for primary CC member (guest)

⁴ Regular guest, non-voting status

⁵ Ex-officio, non-voting member

3. Minutes of Coordinating Committee meeting of February 1, 2019.

<https://nws.weather.gov/nthmp/documents/NTHMPCC20190201Minutes.pdf>

These minutes could not be approved since there was no quorum. Approval deferred to a future meeting.

4. NTHMP Coordinating Committee membership changes

Grant Cooper stated that we are awaiting an appointment for the emergency management representative for CNMI after notification that BJ Nicholas is no longer part of the program. There are no other changes that we are aware of.

5. NTHMP Subcommittee Updates

a. Status of Annual Work Plan and progress for Mitigation & Education Subcommittee

Kevin Miller reported that the MES met on January 28. The MES is still working on its annual work plan and needs to meet to narrow down the list. Miller listed several topics under discussion. The MES Co-Chairs are conferring on a schedule of meetings that will be announced.

b. Status of Annual Work Plan and progress for Mapping & Modeling Subcommittee

Jon Allan reported that the MMS meeting notes from January 28 were completed and posted on the NTHMP website as well as the 2019 MMS Annual Work Plan. Ten activities are ongoing including updating maritime guidance materials, updating mapping & modeling guidance development, and more. The MMS discussed planning a workshop about tsunami sediment transport.

c. Briefing from recent Warning Coordination Subcommittee

Rocky Lopes reported that the NTHMP WCS met by phone on Thursday, February 28. It was primarily a self-introduction meeting. The WCS Co-Chairs will schedule more conference calls to develop a 2019 Annual Work Plan and begin regular conversations again with partners.

6. NTHMP Gap Analysis Work Group – Update

Jon Allan stated that a Gap Analysis Work Group was appointed at the February 1 Coordinating Committee meeting. The first meeting of this work group has been scheduled for April 4. Jon will be sending more information to work group members including items to review and discuss, and examples of worksheets developed by some partners.

7. NTHMP Updates

a. 2018 NTHMP Annual Report – current status

Rocky Lopes reviewed the practice of developing a comprehensive NTHMP Annual Report as has been done since 2015. (Past year reports are posted on the NTHMP website, here: <https://nws.weather.gov/nthmp/publications.html>).

While the usual call for one-pagers from each subcommittee, caucus, and territory/ state partner was made in November 2018 followed by several reminders, we are still missing one-pagers from the MMS, WCS, CNMI, Guam, and U.S. Virgin Islands. The Government Shutdown also caused delays.

Because CNMI, Guam, and USVI were severely impacted by tropical cyclones, little if any tsunami-related work was done on these islands during 2018.

Rocky stated that in its current condition, what we have could be viewed as a potential embarrassment due to it not representing the entire NTHMP and its partners' activities. He further stated that it has always been difficult for partners to write one-page summaries at the end of the year with all the other demands for end-of-year activities before taking time off for holidays.

We had targeted having the Annual Report ready and available at the winter-time scheduled Annual Meetings. Now that we are planning to have the Annual Meetings in the summer, could we consider changing the report-production schedule to coincide with that? He asked for the Coordinating Committee's thoughts.

Stephanie Ross: How has the NTHMP Annual Report been used?

Lopes: It has been distributed at the NTHMP Annual Meeting and used somewhat to substitute for the partners updates; it also has been provided to recipients of the NTHMP *TsuInfo Alert* newsletter, which includes many external people, such as staff of Congress members. We do not know really where it goes or who reads it, or who downloads it from the NTHMP website.

Cooper: The NTHMP Annual Report has been very useful to show NWS leadership what the NTHMP has done. It is a useful instrument to advocate for the program.

Nicolsky: You should make a push to get one-pagers that we are missing.

Allan: Target production for the August meeting.

Wilson: Is there a benefit to having it available for budget discussions?

Cooper: The Tsunami Program is not involved in budget discussions; however, it is a good general document when talking about the value of the NTHMP. The Annual

Report is very useful to describe what has been accomplished with the \$6M grant annual investments we have made.

Angove: We don't follow the budget timeline, but we do use it to demonstrate value of grant investments with our leadership when we have the opportunity.

Allan: Does the MMS still owe a one-pager?

Lopes: Yes.

Eblé: We will get one to you.

Lopes: thanks everyone. In consideration of time, let me summarize:

- I will make a last call for one-pagers from missing partners and activities
- We will assemble what we have as a *2018 NTHMP Annual Report* before or no later than the August NTHMP meeting.

b. Annual Meeting update -- **August** 19–23, 2019, Salt Lake City, Utah

Lopes: Plans are in place for the meeting to be held at the Bennett Federal Building and we have a room block at the Marriott City Center Hotel.

- An NTHMP room block has reserved, but there is more limited availability, so make reservations early! See this page on the NTHMP website: <https://nws.weather.gov/nthmp/meetings/2019annualmeeting/index.html>
MAKE HOTEL RESERVATIONS NOW – block will release early (June 17)
- We have all of these elements to consider:
 - MES, MMS, WCS, Island Caucus meetings
 - Topical workshops (concurrent, sequential, or both?)
 - Annual Meeting
 - Partner's update (maybe not)
 - Field trip somewhere (maybe not)
 - Grantees looking at 2020
 - Governance – subcommittees analysis paper recommendations discussion
- What are priorities?
 - Richards: While I have recommended that we should probably start the grant proposal process earlier, how effective was the phone call thing we did this year?
 - Lopes: We learned that half-hour segments did not work very well. We also lost the opportunity for partners to share their plans with each other and find areas where collaboration could happen.
 - Allan: What if we were to have a combined meeting to provide 5-10 minutes for each state (and territory) to provide a round-robin on details on what they are thinking about in next funding cycle? Agree with Kevin that there could be duplication, though it is important to hear what other states are planning. Keep it to five minutes and hit high-level only.

- Lopes: Keeping partner presentations limited to 5 or 10 minutes has been tried different ways over several years, and has never been successful. Plus, we want to encourage sharing of ideas, so we would need to build in time for discussion.
- Miller: I recommend dialing back length of subcommittee meetings by 10%.
- Lopes: We tried to do that for the January meeting in San Diego; MES decided that it didn't have enough time for its meeting and attempted to schedule a 10-minute break to get lunch. Agree that shorter times for subcommittees should be a consideration, but all subcommittee leaders have to agree and comply with the time allotted, including providing adequate and reasonable time for breaks and lunch.

c. Appointment of annual meeting agenda planning work group

Lopes asked for volunteers to work with him to plan the overall August meeting schedule and agenda. After discussion, Chair Cooper appointed Jon Allan for MMS, Kevin Richards for MES/WCS, Victor Huerfano for Islands, and Stephanie Ross for Federal agencies. Lopes will schedule meetings to do some meeting planning.

8. FY19 NOAA/NWS Grants

Lopes said that 10 proposals FY19 grant are under Federal Review. CNMI and Guam are not participating in this round; they will be requesting extension of current grants instead to clear up backlog of incomplete work. Questions from the Federal Grant Panel have been sent to applicants except USVI for which there are not any questions.

The grants process is on schedule. Recommendations to management will be made by the end of the month. Management decisions and approval are expected by mid-April, then notifications to applicants will follow on what to put into a final application which will be due by May 24 via the usual process.

9. Coordinating Committee endorsement: *Tsunami Information Guide*

Christa Rabenold presented the new *NTHMP Tsunami Information Guide* for Coordinating Committee endorsement.

The new guide replaces the *National Media Tsunami Guidebook*. Based on a survey of NTHMP partners, the decision was made to create a new guide to serve as a general resource about tsunamis that NTHMP partners can use and share with their various constituents. Potential users include the public, the media, educators, public information officers in NTHMP partner agencies, community officials, etc. A team of NTHMP partners helped develop the guide structure and served as reviewers. Content came from a number of existing sources. Final formatting will make the guide accessible for e-readers for the visually impaired.

See it here: <https://nws.weather.gov/nthmp/review/nthmptsunamiinfoguide.pdf>

Because we did not have quorum for this meeting, the Coordinating Committee could not vote to endorse it.

The Chair gave permission for Lopes to conduct a vote via email to obtain Coordinating Committee endorsement of this new product. (That vote will be conducted only among authorized voting members. Results will be announced once the vote is tallied and results confirmed by the Chair.)

10. Update on CARIBE WAVE exercise

Christa von Hillebrandt stated that CaribeWAVE, a regional tsunami exercise, will be conducted on Thursday, March 14. As of today, 377,000 people have registered to participate from 48 Caribbean countries. Puerto Rico and the USVI are using the Kick-em Jenny volcano scenario.

PTWC will be issuing dummy message to kick off the exercise, including simulated products.

An alternate scenario of an 8.5M eq off coast of Panama.

46 coastal municipalities of Puerto Rico are engaged. Many activities are planned for different schools across Puerto Rico.

An article about the exercise will be provided for the April edition of the NTHMP *TsuInfo Alert* newsletter.

11. Update on World Tsunami Awareness Day, Nov. 5, 2019

Christa von Hillebrandt stated that during the UNESCO global tsunami meeting held in February, there was a report from United Nations Office of Disaster Reduction (UNISDR) about World Tsunami Awareness Day (WTAD). The theme this year is "substantial reduction of disaster damage to critical infrastructure".

They wanted to focus on tsunami vertical evacuation and want to include the Ocosta Elementary School in Washington. They will coordinate production of video to support this WTAD effort.

WTAD will also focus on maritime guidance. Christa will be sharing those NTHMP documents with the broader global community.

12. Old Business

There was no old business

13. New Business

Kevin Miller asked for volunteers to take part in a task for the MES Mitigation and Recovery Work Group (formed at the July 2018 Sacramento meeting) to develop and/or review guidance for maritime mitigation and recovery planning. This is a follow up to a request by Kevin and Rick Wilson made during the January 2019 maritime planning workshop in San Diego for the MES Work Group to provide feedback on maritime mitigation/recovery strategies.

Because of the need for expertise on tsunami modeling, hazard assessment, and mitigation strategies, volunteers from the MMS were also requested.

The goals mentioned include:

- Identify who the customers are for this information.
- Determine if other experts outside of the NTHMP (engineers, maritime planners, US Coast Guard) may be invited to the Work Group for this task.
- Develop simple/generic maritime mitigation strategies/activities that all NTHMP partners and customers can use for inclusion in their mitigation and recovery planning documents (i.e. Local Hazard Mitigation Plans, maritime recovery plans, etc.)
- Develop harbor-specific analysis methods and associated mitigation/recovery strategies for ports and harbors.
- Determine how this information dovetails into other types of maritime planning (hazard assessment, preparedness, response).
- Develop separate guidance or add to existing NTHMP guidance for both NTHMP partners and customers.

The following people on the call volunteered to assist:

- Chip Guard
- Elinor Lutu-McMoore
- Laura Kong
- Jon Allan
- Stephanie Ross

14. Adjourn

The Chair adjourned the meeting at 3:55pm EDT.

NEXT MEETING: Tuesday, May 21, 3:00pm EDT

Respectfully submitted,

Rocky Lopes
NTHMP Administrator