

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
February 3, 2011
Portland, OR**

Attendees:

NOAA/NWS – Vickie Nadolski, National Weather Service Deputy Assistant Administrator
NOAA/NWS – Jenifer Rhoades, NWS Tsunami Program Manager/NTHMP Program Administrator
NOAA/NWS – Paul Whitmore, Director, West Coast/Alaska Tsunami Warning Center
NOAA/OAR – Vasily Titov, Pacific Marine and Environmental Laboratories
AK - Erv Petty – Alaska Emergency Management
AK – Roger Hansen – University of Alaska Fairbanks
CA – Jim Goltz, California Emergency Management Agency
CA – Rick Wilson, California Geological Survey
HI - Kevin Richards, State of Hawaii
OR - Rob Witter, Oregon Department of Geology and Mineral Industries
OR – Althea Turner, Oregon Emergency Management
East Coast States – Rainer Dombrowsky, Maryland Emergency Management Agency
PR – Wildaomaris Gonzalez Ruiz, Puerto Rico Seismic Network, UPR
WA - Tim Walsh, Washington Division of Geology and Earth Resources
WA – John Schelling, Washington Emergency Management
USGS – Craig Weaver
East Coast States – Rainer Dombrowsky, Maryland Emergency Management Agency
Gulf Coast States – Charles Williams, Alabama Emergency Management Agency
Pacific Islands – Joaquin Omar, CNMI EMO

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
February 3, 2011
Portland, OR**

Minutes

February 3, 2011

9:00 Opening remarks by Vickie Nadolski

9:10 Jen Rhoades presented the MES-EC TsunamiReady Improvement Plan

- Provided information on the progress to-date on the revised TsunamiReady Guidelines.
- Highlighted the next steps for coordination of the revised TsunamiReady Guidelines and the development of an enhanced TsunamiReady website.
- Action: (Rhoades) Present updated TsunamiReady Guidelines to NTHMP-CC this summer.

10:00 Paul Whitmore and Rick Wilson presented the NTHMP Post Tsunami-Event Warning Effectiveness Questionnaire and NTHMP Post Tsunami Survey Representation Plan

- Paul Whitmore provided an overview of the proposed process of the Post Tsunami-Event Warning Effectiveness Questionnaire
 - Two warning/advisory effectiveness questionnaires have been created by the NTHMP Warning Coordination Subcommittee. One is oriented towards emergency management and the other towards the general public.
 - Both questionnaires will be coordinated by the ITIC
 - The emergency management questionnaire will be distributed to emergency managers by NTHMP State partners, and the public questionnaire will be posted on the NTHMP, TWC, and federal and state websites.
 - ITIC will collect, analyze and distribute a report on the results of each questionnaire to the NTHMP-CC
 - After some discussion about the questionnaire process, the NTHMP-CC approved the plan.
 - Action: Whitmore to work with Tsunami Program office to adapt questionnaires to a web-based format
 - Action: Once questionnaires finalized, Whitmore to seek OPM approval of survey.
- Rick Wilson provided an overview of the proposed process for an NTHMP Post Event Survey Representation Plan
 - The purpose of NTHMP involvement in post-event surveys is four-fold: 1) serve as a conduit for transferring information collected by post-tsunami field teams organized by ITIC to the impacted U.S. states or territories (referred to as “states” hereafter), 2) help coordinate post-event efforts between ITIC and impacted NTHMP member states, 3) request that post-event field teams/responders address NTHMP needs when collecting information, and 4) use the information gathered from post-event surveys

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
February 3, 2011
Portland, OR**

(geologic, engineering, socio-economic, etc.) to improve the overall effectiveness of the NTHMP and its members. Response by the NTHMP will vary depending on the severity of the tsunami alert (warning vs. advisory), the size of the area impacted, and the amount of overall damage and/or casualties.

- Within one week of the warning or advisory, the NTHMP CC will select a representative(s) to carry out the post-event response plan. The CC will take into account the region of impact and the volunteers' familiarity with that region in making the selection.
- The representative(s) will be required to devote at least one person month of work time (approximately 176 hours total) to these tsunami response activities. This may require travel to the impacted states. The NTHMP will fully fund the work by the representative separate from the existing state-directed funds, if funding is available.
- The NTHMP representative(s) may also support ITIC in implementation of the warning/advisory questionnaire described above, providing contact information and other support as needed.
- The NTHMP representative will provide a report to the NTHMP-CC within three months of the event, and a final report will be made public on the NTHMP website within four months of the event.
- After discussion on the proposal, the NTHMP-CC approved the plan with the following actions to take:
 - Action: Wilson will work with NOAA to send out request to NTHMP-CC members to develop a list of volunteers to be a post-tsunami representative.
 - Action: Wilson will work with NOAA to develop agreements with established field team organizations (NSF, EERI, GEER, etc.) for data sharing with impacted states/territories.
 - Action: Wilson will work with NOAA draft a stand-by proposal for funding to use when an event occurs.

11:15 Rob Witter requested the NTHMP-CC approve the two new Co-Chairs selected by the MMS. The MMS recommended Co-Chairs are Rick Wilson (CA) and Bill Knight (NOAA). The NTHMP approved the appointment of Rick Wilson and Bill Knight as the MMS Co-Chairs

11:20 Rob Witter requested the NTHMP-CC approve the addition of a USGS representative to the MMS. The NTHMP-CC approved the addition of a USGS representative to the MMS.

Action: USGS (Weaver) will provide the MMS the USGS representative's name and contact information.

Action: (MMS) Update MMS Terms of Reference.

Meeting Minutes of the National Tsunami Hazard Mitigation Program Coordinating Committee

February 3, 2011

Portland, OR

11:25 Rob Witter mentioned that the final approval of the MMS Inundation Map Guidelines is completed except for the completion of the companion Evacuation Map Guidelines that the MES is responsible for. Jen Rhoades indicated the evacuation map guidelines need some minor tweaks from the MES Meeting earlier this week, and that those will be distributed to the MMS within the next two weeks.

Action: (MES) provide the MMS with the Draft Evacuation Map Guidelines by February 18, 2011.

11:30 Jim Goltz requested the NTHMP-CC approve the WCS recommendation to replace him as the State WCS Co-Chair (due to his pending retirement). The WCS recommends that Althea Rizzo as the new State WCS Co-Chair. The NTHMP-CC approved the appointment of Althea Rizzo as the State WCS Co-Chair.

11:35 Rob Witter requested that the Draft MMS Guidelines and Best Practices to Establish Areas of Tsunami Inundation Areas for Non-Modeled or Low-Hazard Regions be distributed to the NTHMP-CC for review.

Action: (Rhoades) Distribute the Draft MMS Guidelines and Best Practices to Establish Areas of Tsunami Inundation Areas for Non-Modeled or Low-Hazard Regions to the NTHMP-CC for approval.

11:40 Jenifer Rhoades provided an overview of the NTHMP Budget for FY11. The NTHMP voted to approve the FY11 NTHMP Budget.

11:55 Jenifer Rhoades provided an overview of the items proposed for FY11 NTHMP Funding.

- NTHMP-CC made the following decisions:
 - The two proposals for Grant funding (Texas A&M and USVI) will go through the Independent Review Committee for approval. Jen Rhoades will contact the grant proposal requestors, prior to the submission of their formal grant application, to provide them with guidance on how to improve their proposals.
 - ITIC will present a briefing to the NTHMP-CC on their proposal for Tsunami Teacher and NDTCP funding in early March. Funding for ITIC will be determined after this presentation
 - MES will provide the draft NTHMP Education Plan to the NTHMP-CC for review (planned delivery late March/early April) for review. The MES will also provide an overview of the Education Plan and Proposal in early March to the NTHMP-CC. Continuation of Funds for the Education Plan will be determined after the presentation and review of the Draft Education Plan.
 - The request for TWC Exercise Training was approved.
 - The request for the Education Plan Wiki was not approved.

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
February 3, 2011
Portland, OR**

1:30 The NTHMP discussed and made modifications to the Draft Response to the NTHMP-related National Academies of Science Report.

Action (Rhoades) – Revised the Draft NAS Response and distribute to the NTHMP for Final review.

3:10 Jenifer Rhoades asked the NTHMP-CC how they would like to proceed with marketing the list of 2009-2010 NTHMP Accomplishments that were distributed earlier in the week.

- NTHMP-CC agreed to post the accomplishments on the NTHMP web-site
- NTHMP-CC agreed to have NOAA issue a press release of the NTHMP accomplishments during the upcoming National Tsunami Awareness Week.

Action: (Rhoades) – Distribute Draft Accomplishments and proposed Press Release to NTHMP-CC for final review.

Action: (Rhoades) – Coordinate with NOAA Public Affairs to issue a press release during National Tsunami Awareness Week which highlights the list of 2009-2010 NTHMP accomplishments.

3:20 New Business

1) Joaquin Omar (CNMI) indicated that CNMI needs assistance with planning their grant activities particularly with modeling support and outreach.

Action: (Rhoades) – Have Laura Kong work with CNMI and other Pacific Island Members to 1) assess their needs and 2) ensure Pacific Islands are connected with the appropriate NTHMP members and other experts to support their gaps.

2) Vickie proposed that the structure of the regular NTHMP meetings should be refined so that the brief-outs can be more focused on the accomplishments and proposed activities of the NTHMP members, provide a specific time for technical briefings, and possibly expand the time devoted to Sub-Committee meetings to eliminate concurrent meetings.

Action: (Rhoades) – Develop a draft format for next year's Annual Meeting

3) Kevin Richards mentioned a Pacific Region Tsunami Forum is being established to improve tsunami coordination among U.S. Pacific Region organizations.

4) The next NTHMP-CC Telecon will be held by early March.

Vickie Nadolski closed the meeting at 3:30 pm.