

# Mapping and Modeling Subcommittee (MMS) Terms of Reference

May 27, 2021

Introduction: The National Tsunami Hazard Mitigation Program's (NTHMP) Mapping and Modeling Subcommittee (MMS) brings together expertise on a variety of tsunami and coastal mapping, modeling, and hazard issues to support the NTHMP Coordinating Committee on tsunami hazard analysis, modeling, and mapping activities. These include but are not limited to: tsunami hazard and source identification; inundation, evacuation, and maritime modeling; strategic guidance and standards for modeling and mapping priorities; and Digital Elevation Model (DEM) development priorities.

The MMS members and their partners develops modeling and mapping products that are critical for educating and guiding coastal populations in pre- and post-disaster tsunami preparation. Hazard mitigation deficiencies are identified and addressed through further mapping, modeling research, and by taking advantage of opportunities to integrate modeling and mapping efforts into NTHMP mitigation activities via the Mitigation and Education Subcommittee (MES). The MMS vision is to be the authoritative source of scientific and technical guidance for tsunami modeling and mapping projects undertaken by the NTHMP.

## Purpose of MMS

- To provide technical guidance and recommendations to the NTHMP Coordinating Committee on matters related to tsunami hazard analysis, modeling, and mapping.
- To execute tasks related to tsunami hazard mapping and modeling as approved by the NTHMP Coordinating Committee.
- To operate in, and foster, an environment that respects the core values of honesty, integrity, trust, and diligence, with a focus on service to the State, Nation, Tribes, and Territories, thereby providing value to stakeholders within the mandate of the NTHMP while remaining objective, reasonable, and respectful.

Success in these areas creates an opportunity to be an effective body in preparing for and minimizing the potential damaging effects of major tsunami events. With the aid of the Mitigation and Education Subcommittee (MES), we collectively advance the building of community resilience to tsunami hazards.

## Authority:

The MMS shall be considered the primary mechanism for NTHMP partner input to the mapping, modeling, and hazard components of the NTHMP. Subcommittee actions and recommendations will be achieved by consensus and considered to represent the collective will of those partners. This authority is established within the [context of PL 115-25](#) and subject to the provisions of Section 3204 of the Act.

## Membership:

The MMS is composed of 12 state representatives, one from each of the regions of the NTHMP Coordinating Committee, one representative from the USGS, and two NOAA representatives, one from a Tsunami Warning Center. The NTHMP Administrator is an ex-officio member.

The current official membership is maintained on the [NTHMP website](#). Outside experts and other stakeholders may be invited to participate in MMS discussions but their agreement is not required for any formal consensus. These might include:

- University, NOAA, or other modeling and mapping experts
- Social Science Experts
- U.S. Geological Survey representatives
- Other

State membership is the Technical Representative from each of the NTHMP regions of the Coordinating Committee: Alaska, American Samoa, California, Commonwealth of the Northern Mariana Islands, East Coast States, Guam, Gulf Coast States, Hawaii, Puerto Rico, Oregon, the U.S. Virgin Islands, and Washington.

Co-Chairs: Chairpersons are voted on by MMS Members at the Annual NTHMP meeting and are then approved by a majority of the NTHMP Coordinating Committee. MMS chairs shall have at least two but no more than three equal Co-Chairs selected from the body of the MMS. One Co-Chair shall be a representative from a Federal agency (eq. NOAA, USGS, FEMA) and the second representative shall be from one of the member states. A third co-chair may be proposed for approval of the CC and should be selected from member states. Co-Chairs will serve for two years with rotation staggered to maintain continuity in leadership. The federal Co-Chair is elected in even years, and the State Co-Chair is elected in odd years. Integral, is ensuring there is overlap in tenure to ensure continuity of operations, while allowing for ease of transition as new co-chairs are appointed.

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 respective grouping (Federal or State) within 30 days of the vacancy to MMS members. Up to 10 days is allowed for the nominations period, but may be shorter if the MMS is meeting in person.

A vote among the MMS members will be conducted by the NTHMP Administrator within 30 days of nominations closure. The winner of the vote will have received a simple majority and will be recommended to the Coordinating Committee for confirmation at the next Coordinating Committee meeting. The new Co-Chair assumes the position and duties 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 MMS Co-Chair positions, although it is desirable to limit each Co-Chair to two full two-year terms.

Communications: Meetings shall normally be held semi-annually, once in conjunction with the Annual NTHMP Meeting (summer), and once at the winter meeting. Between meetings, communication will take place primarily by email and conference calls, although meetings for specific subcommittees or task teams are encouraged. MMS Meeting notes and action items will be summarized by the Co-Chairs provided for posting on the NTHMP website and distributed to members via email.

Activities:

The MMS shall develop a five-year vision plan for the period covered by the current strategic plan. An Annual Work Plan that describes MMS activities to be accomplished during a 12-month period will be developed and submitted for approval by the NTHMP Coordinating Committee at the Annual Meeting. The MMS vision plan will be evaluated annually to measure progress and to ensure that it is related to one or more strategies and outcomes in the NTHMP Strategic Plan. Strategies for the completion of action items will be coordinated by the Co-Chairs. Recommendations from MMS will be forwarded to the appropriate organizations by the Co-Chairs.

The MMS will update progress on measurable milestones identified in the Annual Work Plan during regularly-scheduled meetings during the year.

When requested by the NTHMP Administrator, the MMS will submit content for the NTHMP Annual Report that summarizes MMS progress for the year.