

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
August 12, 2010
Telecon**

Attendees:

NOAA/NWS – Vickie Nadolski, Director, National Weather Service Western Region

NOAA/NWS – Jenifer Rhoades, NOAA Tsunami Program Coordinator/NTHMP
Program Administrator

NOAA/NWS – Paul Whitmore, Director, West Coast/Alaska Tsunami Warning Center

NOAA/NWS – Eddie Bernard, Director, Pacific Marine and Environmental Laboratory

AK - Erv Petty – Homeland Security State of AK

CA – Jim Goltz, California Emergency Management Agency

CA – Rick Wilson, California Geological Survey

DHS/FEMA – Tamra Biasco

DHS/FEMA – Mike Mahoney

OR – Althea Turner, Oregon Emergency Management*

OR – George Priest, DOGAMI

WA - Tim Walsh, Washington Division of Geology and Earth Resources

WA – Dave Nelson, Washington Emergency Management

USGS – David Oppenheimer

USGS – Craig Weaver

Gulf Coast States – Charles Williams, Alabama Emergency Management Agency*

Hawaii – Kevin Richards, Hawaii Civil Defense

East Coast States – Jim Kirby, University of Delaware

Pacific Islands – John Goeke, American Samoa DHS

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Minutes

Call to Order and Role Call

Jen Rhoades, NTHMP Program Administrator, provided the agenda for the meeting and conducted role call for meeting attendees.

Risk Assessment Proposal

Tamra gave an overview of the proposed project, and the pros and cons about the project were discussed. The NTHMP-CC determined to not approve the proposal.

2011 NTHMP Annual Meeting Location

Vickie and Jen are looking at Portland, OR or Salt Lake City, UT as the venue for the meeting which will be held during the week of January 31, 2011. Jen will let the NTHMP-CC know where the meeting will be held and logistics once the location is determined.

Status of FY10 Grant Awards and FY09 Multi-year Extension Requests

Jen reported on the status of FY10 Grant Awards

- All of the new FY10 Grant Awards have cleared the NOAA Grant's Office's legal review. The awards have been submitted to the NOAA's Grant Officer for approval. Jen expects those grants to be awarded by early September 2010.

Jen also reported on the status of the FY09 multi-year grant extension requests

- All but 2 of the requested FY09 project plan extensions that were submitted by the July 15, 2010 deadline have been approved. The two that have not been approved still need to submit their revised project plans to Jen, and she has contacted those recipients. The revised project plans need to be submitted to Jen by August 25, 2010. This date is the final suspense date before the NTHMP Sub-Committees begin to review the FY09 Grant Progress Reports.

2011 National Tsunami Awareness Week

Jen mentioned that she is going to be submitting the request for a Presidential Proclamation for the 2011 National Tsunami Awareness Week no later than mid-October this year. The dates of the 2011 awareness week will be March 20 – 26, 2011. In the next couple of weeks Jen will be distributing the Draft Proclamation to the NTHMP-CC for approval and collecting NTHMP member input regarding their planned activities during the week. Jen wants to include letters from NTHMP member agencies, Governor's, etc. supporting the Awareness Week/Proclamation as part of the package. She will include a request for letters of support when she distributes the Draft Proclamation for review.

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Adjournment

Vickie Nadolski closed the meeting.

The next NTHMP-CC Meeting is planned for October 2010.

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
January 28, 2010
Pasadena, CA**

Attendees:

NOAA/NWS – Vickie Nadolski, National Weather Service Deputy Assistant Administrator
NOAA/NWS – Jenifer Rhoades, NOAA Tsunami Program Coordinator/NTHMP Program Administrator
NOAA/NWS – Paul Whitmore, Director, West Coast/Alaska Tsunami Warning Center
NOAA/OAR – Eddie Bernard, Director Pacific Marine and Environmental Laboratories
AK - Erv Petty – Homeland Security State of AK
AK – Roger Hansen – University of Alaska Fairbanks
CA – Jim Goltz, California Emergency Management Agency
CA – Rick Wilson, California Geological Survey
DHS/FEMA – Mike Mahoney
DHS/FEMA – Tamra Biasco
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 – Robert Ward, Maryland Emergency Management Agency
PR - Christa G. von Hillebrandt-Andrade, Puerto Rico Seismic Network, UPR
WA - Tim Walsh, Washington Division of Geology and Earth Resources
WA – John Schelling, Washington Emergency Management
USGS – David Oppenheimer
Gulf Coast States – Juan Horillo, Texas A&M
Pacific Islands – Florence Calvo, CNMI EMO
Pacific Islands – John Goeke, American Samoa Department of Homeland Security
USVI – Al Javois, Virgin Islands Territorial Emergency Management Agency
CNMI - Florence Calvo, CNMI Emergency Management Office

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January 28, 2010
Pasadena, CA**

Minutes

February 28, 2010

9:00 Opening remarks by Vickie Nadolski

9:10 John Schelling presented the MES-EC TsuInfo Review Results and Recommendations

- Provided a detailed presentation on the MES-EC Working Group's review of TsuInfo Newsletter.
- Review was conducted by surveying subscribers of TsuInfo.
- There are about 15 recommendations in the MES-EC Report, and the MES would like to know if the NTHMP-CC Approves this report and the implementation of the Recommendations
- A question was raised about whether the ITIC and TsuInfo Newsletters should be combined. After a discussion, the NTHMP Chair recommendation that this question not be addressed during this meeting.
- MES-EC Recommendations were accepted by the NTHMP-CC. In addition, two more recommendations were added to the list:
 - Make link on NTHMP website to TsuInfo more prominent.
 - Add search functions to all of the content information in all past issues of TsuInfo
- **Action: (MES-EC) Implement the recommendations to improve TsuInfo**

10:20 Jenifer Rhoades initiated the discussion regarding the re-authorization of P.L. 109-424.

- **Action: (Rhoades) Through NOAA Legislative Affairs, find out if Senator Inouye will sponsor TWEA again.**
- Form a committee to begin to create a list of proposed changes. This committee will have action items that will be reported back to the NTHMP-CC
 - Jen Rhoades (lead), Roger Hansen, Kevin Richards, John Schelling, and Tim Walsh, Eddie Bernard
 - This will become an agenda on all of the NTHMP-CC Teleconferences until it is passed.
 - **Action (Rhoades) – Contact NOAA Legislative Affairs regarding setting up a Hazard's Caucus for Tsunami. Determine if Sen. Inouye will sponsor.**

10:45 Jenifer Rhoades provided an overview of the MES-EC's findings on Vertical Evacuation Structures. The recommendation from the MES-EC is to not fund these structures, but would like the NTHMP-CC to make the final decision.

- NTHMP-CC decided to not support the use of NTHMP funding for the construction or engineering design of vertical evacuation structures. Anything

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exclusive of construction will be reviewed by the NTHMP-CC as part of the annual grant application process.

- **Action (Jen): Update RoP to include this exclusion.**

1:00 Jenifer Rhoades provided an overview of the NTHMP Budget for FY10. The NTHMP voted to approve the FY10 NTHMP Budget.

1:15 Jenifer Rhoades provided an overview of the items proposed for FY10 NTHMP Funding. She requested the NTHMP-CC vote on the NOAA and MES funding proposals. All other proposals (grants) will be reviewed by the independent grant review team for funding.

- NTHMP-CC approved the funding for the following items:
 - ITIC - \$191K for Update to Tsunami Teacher and Pacific Island Workshops (MES will work directly with ITIC)
 - NOAA - \$21K for 3-4 LANTEX10 Workshops
 - MES - \$250K for the hiring of a consultant to develop the NTHMP Education Plan and a company to conduct the NTHMP Baseline Assessment Survey

2:15 Paul Whitmore requested the NTHMP-CC approve the development of a plan within the WCS to develop a plan for post-tsunami surveys.

- **Action (Whitmore) – WCS will develop a plan to conduct post-tsunami surveys and present the draft plan to the NTHMP-CC for approval.**
- Volunteers to support the plan development: Paul Whitmore, Tamra Biasco, John Goeke, Kevin Richards, Jim Goltz, Rick Wilson, and Althea Turner.

3:00 Jenifer Rhoades presented the results of the NTHMP Sub-Committee Co-Chair review of the August FY08 Semi-Annual Grant Progress Reports:

- Report will be updated upon the Sub-Committee Co-Chair review of the February FY08 Semi-Annual Grant Progress Reports
- We will also be developing a Report for the FY09 Semi-Annual Grant Progress Reports
- Both will be submitted to the Independent Grant Review Panel FY09 multi-year FY10 funding decisions.

3:20 New Business

- Format of the Meetings. We will be looking into rearranging the meeting format over the next year to break up the day earlier.
 - Suggestions were to not overlap the sub-committee meetings during the Annual Meeting
- Structure travel to ensure the tickets can be issued earlier. Tickets can be purchased by individuals and do not have to be purchased by ADTRAV
- Recommendation to extend Sue McLean's MMS Co-Chair position for the period of one-year. NTHMP-CC approved the proposal

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- Recommend that a new MES State Co-Chair be selected. John Schelling was appointed by the NTHMP-CC to the NTHMP MES as a State Co-Chair
 - Action (Rhoades): Draft a letter to Tom LeBlanc thanking him for his service to the MES
- NTHMP-CC approved Vickie Nadolski's re-appointment as the NTHMP Chair.
- MMS would like to propose that NTHMP sub-committee co-chairs that are not on the NTHMP-CC attend NTHMP-CC Meetings as an observer.
 - The decision was to not support this request, but to invite individuals to the portion of a NTHMP-CC if the topic being discussed is relevant to them.
- American Samoa would like the MMS to be tasked to provide modeling/mapping guidance for areas with low-resolution data. This is a MMS task that will be addressed this year.
- NOAA will be funding a grant to study meteo-tsunamis within the next year.
- Ideas for the location of the next NTHMP-CC Meeting were discussed: Puerto Rico; Boulder, CO; and Washington, DC.

Robert Ward and Christa von Hillebrandt were thanked for their active participation in the NTHMP-CC. Both have accepted new positions and will no longer be on the NTHMP-CC.

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

Vickie Nadolski closed the meeting at 4:00 pm.

**Meeting Minutes of the National Tsunami Hazard Mitigation Program
Coordinating Committee
June 21, 2010
Pasadena, CA**

Attendees:

NOAA/NWS – Vickie Nadolski, National Weather Service Deputy Assistant Administrator

NOAA/NWS – Jenifer Rhoades, NOAA Tsunami Program Coordinator/NTHMP Program Administrator

NOAA/NWS – Paul Whitmore, Director, West Coast/Alaska Tsunami Warning Center

AK - Erv Petty – Homeland Security State of AK

CA – Jim Goltz, California Emergency Management Agency

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WA - Tim Walsh, Washington Division of Geology and Earth Resources

WA – John Schelling, Washington Emergency Management

USGS – David Oppenheimer

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Gulf Coast States – Juan Horillo, Texas A&M

Gulf Coast States – Charles Williams, Alabama Emergency Management Agency

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June 21, 2010
Pasadena, CA**

Minutes

Call to Order and Role Call

Jen Rhoades, NTHMP Program Administrator, provided the agenda for the meeting and conducted role call for meeting attendees.

Opening Remarks

Vickie Nadolski opened the meeting. Vickie informed the group that she is returning to her position as the National Weather Service Western Region Director. She will continue on as the NTHMP Chair.

Updates from Sub-Committees

- Mitigation and Education Sub-Committee
 - Tamra Biasco and Jen Rhoades introduced Frank Gonzalez to the Group. Frank provided an overview of the MES' Risk Assessment Proposal to the NTHMP-CC and briefly answered questions. **Action: NTHMP-CC to submit any additional questions they have about the proposal to Jen by Friday, June 25, 2010. Jen will then work with Frank to have those questions addressed.**
 - Jen reported on the status of the NTHMP Baseline Survey. The survey will be conducted this calendar year to develop a national baseline of tsunami education, awareness, and preparedness activities. An MES review panel reviewed proposals submitted for this effort, and found they did not contain satisfactory information to make a decision on which proposal to award. The review panel is working with NOAA AGO to submit questions to the bidders in the hopes to better qualify the bidder's capabilities. If this does not result in satisfactory responses, the contract will be re-bid. The MES still expects to be able to conduct the survey this calendar year.
 - The development of the National Broadcaster's Guidebook is on track. A first draft of the Guidebook is out for review by the TWCs and the media. The MES expects to complete the MES review and approval by October 2010, and gain the NTHMP-CC's approval by November 2010. The Final Guidebook is expected to be published along with a media tour by January/February 2011.
 - The IBC Building Code Proposal that was briefed at the NTHMP Meeting in January was approved by the IBC. The code will take effect in 2012. This is the very first tsunami building code to be incorporated into the IBC. Jen applauded Mike Mahoney's efforts to complete this action on the behalf of the NTHMP.
 - The contract to develop the Education Plan is currently being processed by the NOAA Contracts Office. A request for proposals has not been issued at this time, but it is expected in the next few weeks.

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- Warning Coordination Sub-Committee. Paul Whitmore provided an update on the WCS Actions:
 - The PTWC Advisory Change took effect on April 1, 2010. The WC/ATWC and PTWC Advisories are now consistent products.
 - The South Pacific Tsunami Assessment has been published. Paul Whitmore distributed the website where the Assessment is located to the WCS a couple of weeks ago. The report can be found at <http://www.weather.gov/os/assessments/index.shtml>
 - Upcoming Tsunami Exercises
 - LANTEX11 and CARIBEWAVE11 will be combined exercises. They are scheduled for March 23, 2011, and will simulate an event very similar to the 1867 U.S. Virgin Islands' Tsunami.
 - PACIFEX11 is not scheduled at this time. There was an issue with holding PACIFEX11 on the same day as the End-to-End Tests in California and Alaska, so alternate dates are being looked at for the exercise.
 - PACWAVE10 – An International Pacific Exercise has not been scheduled at this time, and Paul indicated he has not heard if there was a final decision regarding if the exercise will be held this year.
 - The WC/ATWC Breakpoint Changes will be effective on August 3, 2010. This change will result in the WC/ATWC's removal of marine zones from its Pacific Tsunami Warning, Watch and Advisory (W/W/A) Products. The WC/ATWC will also convert its Pacific W/W/A breakpoints in the U.S. to the Public/Land/Zone boundaries to ensure that its breakpoint match the Public/Land/Zone boundaries along Alaska and the West Coast.
 - The WCS has not made any progress on the NTHMP Tsunami Response Plan; however, a team has been formed to begin to work on the plan.
- Mapping and Modeling Sub-Committee – Rob Witter will distribute a summary of the April 2010 MMS Meeting to the NTHMP-CC.

2011 NTHMP Annual Meeting Location

Three suggested locations were discussed: San Juan, PR; Seattle, WA; and Portland, OR.

ACTION: Jen and Vickie will review the meeting location options, and let the NTHMP-CC know the location in August.

NTHMP Repository

Jen mentioned the contract award to design and develop the NTHMP Repository has been awarded. The contractor is currently developing an inventory of the NTHMP related materials in coordination with NTHMP Members. NTHMP-CC Members should have or will be contacted soon to discuss the inventory with the contractors. At a minimum, high level requirements are expected to be delivered to the NTHMP-CC in January 2011.

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FY10 Grant Award Status and FY09 Extensions

Jen reported on the status of FY10 Grant Awards

- All but one FY10 allocation for the multi-year grants have been approved. Jen has notified FY10 Grant allocation recipients, via email, that they need to accept their FY10 allocations.
- All of the new FY10 Grant Awards have been submitted to NOAA's Grant Office. Jen expects those grants to be awarded by August 1, 2010.

Jen discussed the process to request an extension for the FY09 Tasks for multi-year grants (FY09-FY12):

- A request to extend the period of performance for a multi-year grant (e.g., a grant awarded in August 1, 2010 with an expiration date of July 31, 2013), does not need to be submitted to NOAA Grants On-line.
- Grant recipients **do** need to revise their FY09-12 Project Plans that were submitted as part of the Grant application process last year. For instance, if you are going to change a milestone delivery date from July 31, 2010 to October 31, 2010. You will need to update your project plan to reflect these changes and then submit your revised project plan to me. A justification for the extension to your FY09 milestone(s) must be noted in your project plan.
- Revised Project Plans are due to Jen by July 15, 2010.

Travel Reimbursements

Jen apologized for the delay in travel reimbursements from the January Annual NTHMP Meeting. She explained that a majority of this is related to the new Travel Management system. Part of the problem is that the approvers are not are not informed when a voucher for invitational travel has been sent for approval; this was an issue her office uncovered while investigating the delay in the reimbursements. Jen's office has instituted procedures to track each travel reimbursement and authorization through the process to ensure both tickets and reimbursements are issued in a timely manner.

Revised NTHMP Strategic Plan

Jen distributed a revised NTHMP Strategic Plan earlier in June. The Strategic Plan was revised to address the GAO Action to update the NTHMP Strategic Plan to 'ensure that all the components are fully developed, in particular, that they include effective strategies and performance measures for all goals, including those for the TsunamiReady program'.

John Shelling made the nomination to approve the revised strategic plan, Charles Williams seconded the motion, and the motion was approved.

Adjournment

The next NTHMP-CC Telecon will be held by early August.

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Vickie Nadolski closed the meeting.