

1. Call to order: Chair Grant Cooper called the meeting to order at 8:01am PST.

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

Alaska

*Mr. Dan Belanger*, Alaska DHS/Emergency Management, Anchorage, AK

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

American Samoa

*Mr. Vinnie Atofau*, American Samoa HS/EM, Pago Pago, American Samoa

Ms. Elinor Lutu-McMoore<sup>1</sup>, American Samoa NWSO, Pago Pago, American Samoa

California

Ms. Yvette LaDuke<sup>2</sup>, 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 the Northern Mariana Islands

*Mr. Brien Nicholas*, CNMI Department of Homeland Security, Saipan, MP

Mr. Chip Guard<sup>1</sup>, National Weather Service, WFO Guam, Barraguda, GU

East Coast States

*Mr. Ed Fratto*, Northeast States Emergency Consortium, Boston, MA

Dr. Jim Kirby, University of Delaware, Newark, DE

Guam

*Mr. Leo Espia*, Guam Homeland Security/Emergency Management, Agana Heights GU

Mr. Chip Guard<sup>1</sup>, National Weather Service, WFO Guam, Barraguda, GU

Gulf Coast States

Mr. Brad Baker<sup>2</sup>, Santa Rosa County Emergency Management, Milton, FL

*Mr. Dan Hahn*, Santa Rosa County Emergency Management, Milton, FL

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

Hawaii

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

*Mr. Kevin Richards*, Hawaii Emergency Management Agency, 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

*Dr. Victor Huerfano*, Puerto Rico Seismic Network, Mayagüez, PR

U.S. Virgin Islands

All excused (Hurricane Maria)

Washington

Ms. Corina Forson, Washington Division of Natural Resources, Olympia, WA

Mr. Tim Walsh<sup>4</sup>, Washington Division of Natural Resources, Olympia, WA

*Ms. Keily Yemm*<sup>2</sup>, Washington Emergency Mgmt Division, Camp Murray, WA

NOAA

Mr. Mike Angove<sup>3</sup>, NOAA/National Weather Service HQ, Silver Spring, MD

*Dr. Diego Arcas*, NOAA/Pacific Marine Environmental Lab, Seattle, WA

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

Ms. Marie Eblé<sup>4</sup>, NOAA/Pacific Marine Environmental Lab, Seattle, WA

Dr. Rocky Lopes<sup>3</sup>, NOAA/National Weather Service HQ, Silver Spring, MD

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

FEMA

*Ms. Tamra Biasco*, FEMA Region X, Lynnwood, WA

*Mr. Michael 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

34 present, 11 state votes (min 7); 7 Fed votes (min 4). Quorum requirement was met.

<sup>1</sup> Coordinating Committee member, NOAA employee, non-voting

<sup>2</sup> Coordinating Committee alternate

<sup>3</sup> Ex-officio Coordinating Committee member

<sup>4</sup> Guest

### 3. Chair's remarks

Dr. Cooper said that he was pleased that our meetings went forward this week despite the absence of some NWS Federal employees and that the NTHMP shouldn't take the absence of some people as anything other than a temporary situation due to the lapse of appropriations that occurred January 20-22 causing a disruption in travel approvals.

### 4. Approval of Coordinating Committee meeting minutes of November 28, 2017.

Kevin Richards moved and Kevin Miller seconded a motion to approve of the minutes of the November 28, 2017, Coordinating Committee minutes. With no objections, the minutes were approved.

### 5. Summer Subcommittee Meetings

Rocky Lopes stated that each subcommittee completed the agendas that they prepared for the meetings this week, so meetings in the summer would be like they usually are: three-day meetings of each of the Mapping & Modeling Subcommittee and Mitigation & Education Subcommittee. (The main business meeting of the Annual Meeting is this Coordinating Committee meeting.)

The MES discussed options for dates and locations for the summer meeting during their individual subcommittee meeting on Monday. The MMS did not.

Suggested locations to meet were: Salt Lake City, Sacramento, Olympia, and Salem.

The latter two locations were ruled out after preliminary scoping revealed that hotels were not close to meeting locations, and rental cars or transportation would be required.

The dates suggested for the meeting were July 23 – 27, travel on Monday and Friday of the week with three-day meeting on the 24<sup>th</sup> to 26<sup>th</sup>.

The MMS was asked if they wanted to meet together or separately. General agreement among the Coordinating Committee was to meet together.

Dmitry Nicolsky said that he had a conflict with the dates. After discussion, the group decided to retain the July 23 – 27 dates because alternate weeks would cause calendar conflict for several others.

A motion was made (Kevin Richards / Kevin Miller seconded) to hold the combined subcommittee meetings in Salt Lake City on July 23 – 27, 2018. The Chair called for a vote. The motion passed by unanimous consent among voting members. Three people abstained from the vote, but since none of those who abstained are voting members, their abstentions did not count.

## 6. 2019 meeting hosting

One partner (California) proposed to host the 2019 Annual Meeting in either downtown San Diego or Sacramento.

Discussion: Marie Eblé said that it would be best to try to get free meeting space, but to have a fallback option available for a grant partner in case free space is not available.

The group seemed interested in returning to Portland, Oregon, for the Annual Meeting. Jon Allan said that he would look into available meeting space at the Oregon State Office Building where we have met before. If we have the meeting there, then California could consider using grant funds (if awarded) to host 2019 summer subcommittee meetings instead.

Althea Rizzo asked if a state receives a grant to host a meeting, must the meeting be held in the state that received the grant?

Rocky Lopes answered: it depends on state regulations and varies by state.

Kevin Richards said that the state hosting the event should be the one with the funds.

## 7. Dates of 2018 NTHMP Coordinating Committee meetings

After discussion and deconflicting with the Chair's calendar, the following dates were selected for 2018 NTHMP Coordinating Committee meetings

- Tuesday, March 20, 3:00pm ET (conference call)
- Tuesday, May 29, 3:00pm ET (conference call)
- Wednesday, July 25, during the summer subcommittee meetings
- Tuesday, September 25, 3:00pm ET (conference call)
- Tuesday, November 27, 3:00pm ET (conference call)

### Periodic NTHMP Subcommittee meetings

Rocky Lopes asked all Subcommittee Co-Chairs to schedule periodic conference calls and let him know when these calls are scheduled so he can populate the calendar on the NTHMP website. These calls can be used to check progress on actions in the Subcommittee Annual Work Plans, as well as to foster information sharing and collaboration.

## 8. Subcommittee Co-Chair positions

- a. Mapping & Modeling Subcommittee: the NOAA Co-Chair position was up for re-election. The Subcommittee nominated Marie Eblé for another two-year appointment. The Chair called for a vote. The Coordinating Committee affirmed this nomination by unanimous consent.
- b. Mitigation & Education Subcommittee: the FEMA Co-Chair position was up for re-election. The Subcommittee nominated Tamra Biasco for a two-year appointment. The Chair called for a vote. The Coordinating Committee affirmed this nomination by unanimous consent.
- c. Warning Coordination Subcommittee: Althea Rizzo who is in the middle of a two-year term for the state Co-Chair position cannot complete her term. The Subcommittee nominated Dan Belanger to fulfill the remainder of the term of office. The Chair called for a vote. The Coordinating Committee affirmed this nomination by unanimous consent.
- d. Island Caucus: Both initial two-year terms of office for Co-Chair positions were up for re-election. The Island Caucus voted to have the positions overlap by one year (i.e., staggered positions.) The Caucus voted to nominate Victor Huerfano for a one-year term and Kevin Richards for a two-year term. The Chair called for a vote. The Coordinating Committee affirmed these nominations by unanimous consent.

## 9. *NTHMP Rules of Procedure*

Rocky Lopes recommended that the *NTHMP Rules of Procedure* be updated to reflect the passage of the *Tsunami Warning, Education, and Research Act of 2017*, as well as to accommodate some other changes to bring the document up-to-date with current practices.

Along with the update to the *NTHMP Rules of Procedure*, the Warning Coordination Subcommittee updated its *Terms of Reference* (subcommittee by-laws), to provide for Tsunami Warning Center Directors to serve as WCS Co-Chairs or to allow them to designate a respective TWC employee as that TWC's WCS Co-Chair.

Lopes walked the Coordinating Committee through the recommended changes. Questions were asked about some items, and one recommendation was not accepted. All other changes and updates were incorporated.

Kevin Richards moved to adopt the *NTHMP Rules of Procedure* as amended during the February 2 Coordinating Committee meeting. Dan Belanger seconded.

There was no discussion on the motion.

The Chair called for a vote — the motion was passed by unanimous consent.

The updated NTHMP Rules of Procedure are here:

<http://nws.weather.gov/nthmp/documents/NTHMPRulesofProcedure.pdf>

10. Old Business

None

11. New Business

*a. NTHMP 2018-2023 Strategic Plan*

Rocky Lopes described that there was a very robust and healthy discussion of the latest draft of the *NTHMP 2018-2023 Strategic Plan* on Thursday. He thanked everyone for the active attention and participation in the discussion.

Rick Wilson moved to adopt the *NTHMP 2018-2023 Strategic Plan* as amended on 2/1 with provision for Christa Rabenold to edit for grammar by 2/9, then share it with Strategic Plan Work Group, and adopt it if no issues with grammatical changes by 2/16.

The motion was seconded by Diego Arcas.

An amendment to the motion was offered by Christa von Hillebrandt to change the adoption date to 2/23. The amendment was seconded by Diego Arcas.

Discussion: Some of the Strategic Plan Work Group will be out of the country during the week of 2/12 – 2/17, so the delay was made to accommodate their availability to review and discuss changes prior to adoption.

The Chair called for a vote on all previous motions. The amendment and the main motion were passed by unanimous consent.

*b. Subcommittee Annual Work Plans*

Rocky Lopes described that the subcommittees worked on respective annual work plans and shared them with each other this week. Revisions to the work plans were made based on these discussions.

Althea Rizzo made a motion to adopt all three Subcommittee Annual Work Plans. Dan Belanger seconded.

There was no further discussion. The Chair called for a vote. The motion was passed unanimously.

Each Subcommittee Work Plan as approved is now posted on the NTHMP website:

- MES:  
[http://nws.weather.gov/nthmp/Minutes/mesminutes/MESAnnualWorkPlan\\_2018.pdf](http://nws.weather.gov/nthmp/Minutes/mesminutes/MESAnnualWorkPlan_2018.pdf)
- MMS:  
[http://nws.weather.gov/nthmp/Minutes/mmsmeetings/MMSAnnualWorkPlan\\_2018.pdf](http://nws.weather.gov/nthmp/Minutes/mmsmeetings/MMSAnnualWorkPlan_2018.pdf)
- WCS:  
[http://nws.weather.gov/nthmp/Minutes/wcsmeetings/WCSAnnualWorkPlan\\_2018.pdf](http://nws.weather.gov/nthmp/Minutes/wcsmeetings/WCSAnnualWorkPlan_2018.pdf)

## 12. Adjourn

The meeting was adjourned at 10:05am PST by Chair Grant Cooper. He thanked everyone again for their participation this week.

Next meeting: Tuesday, March 20, 2018, 3:00pm ET

Respectfully submitted,

Rocky Lopes  
NTHMP Administrator