

**Community Resilience Panel:
Social & Economic Standing Committee Meeting**

MEETING DATE: April 17, 2017
TIME: 3:00 – 4:00 PM EDT
LOCATION: Conference Call
ISSUE DATE: June 20, 2017

ATTENDEES:

Attendee	Affiliation
John Plodinec (Chair)	CARRI
David Eisenman (Vice-Chair)	Division of General Internal Medicine/Health Services Research UCLA School of Medicine
Ann Terranova (Secretary)	AECOM
David Mizzen	ARA
Debra Ballen	IBHS
Brett Barclay	Independent Consultant
Donna Boyce	Solix
Dave Butry	NIST
Laura Clemons	CBI
Ann Goodman, PhD	City University of New York
Jennifer Helgeson	NIST
Jan Opper	Opper Strategies & Solutions LLC
Liesel Ritchie	University of Colorado Natural Hazards Center
Heather Rosenburg	US Green Building Council, Los Angeles Chapter
Philip Schneider	National Institute of Building Sciences
Jim Schwab	American Planning Association, Hazards Planning Center
Lawrence Frank	Atkins
Alpa Swinger	Portland Cement Association
Natalie Grant	Health and Human Services

DISTRIBUTION: Attendees and Social & Economic Standing Committee
NOTES BY: Ann Terranova, AECOM

1. Roll Call

Please refer to the list of attendees. If you attended and your name is not on the list, please advise the committee secretary ([Ann Terranova](#)) and your name will be added.

2. Welcome and Introductions ([John Plodinec](#))

[John](#) provided an overview of what we are trying to accomplish today (review agenda).

3. Overview of Miami Meeting and Outcomes (John Plodinec)

John indicated the S&E Committee spent time discussing how we can fill gaps. Leading up to the meeting a decision was made for the overarching cross-committee meeting to break into groups, largely due to the recommendation by the S&E Committee. There was an expressed need/desire to look outside individual groups' perspectives.

The cross-committee breakouts resulted in input being recorded by attendees on the interdependencies identification tool (see attached). Laura Clemons collected this input from each group and scanned it for distribution and analysis.

- A request was made for volunteers to assist with coding and synthesizing the information. Laura explained the intent was to find response patterns and organize them into categories.
- Volunteers included Lawrence Frank (Transportation), Heather Rosenburg (Buildings and Facilities), John Plodinec (Data, Metrics and Tools), Liesel Ritchie (Communications), and Debra Ballen (Energy).
- As a result of this discussion, a brief meeting was planned with the coders to review the process to ensure consistency and understanding of the process.
- **ACTION:** Ann and Laura to coordinate setting up day/time with coding volunteers.

4. Coordinating Committee Update (John Plodinec)

John indicated that the next meeting is targeted for Chicago. The group discussed the idea of tying the meeting location to a university in the Chicago area. Milwaukee, Wisconsin was also discussed as a possible location.

David Mizzen stated dates have not been locked down yet. September 18 begins Climate Week in New York City and the Panel Administrator want to avoid conflicts with other meetings where possible.

5. Collaboration Space Update (David Mizzen)

The collaboration space will be a tool committees can use to share information. Invitations to join the collaboration space are being rolled out in stages (e.g., Phase 1 was the Coordinating Committee and Panel leadership). After this initial rollout, rollout will occur with the balance of committee members.

One group member suggested that there be a collaboration site tutorial on one of our next calls.

6. Resilience Knowledge Base (RKB) Update (John Plodinec)

We are beginning to take actions to populate the RKB with S&E tools and materials. The biggest challenge is to pick and choose which to include. For example, Water/Wastewater decided to narrow their focus to "middle-sized" programs.

- There is a definite need to pull together criteria for what we should include in the RKB.
- **ACTION:** John will put together a criteria document modeled after the one developed by Jay Raskin, but more specific to the S&E Committee.

The committee considered the need to identify what types of information go into the RKB. The International Economic Development Council (IEDC) webinars was cited as one example.

This is a difficult topic. General articles may not be too useful in the RKB. Conversely, academic articles may not resonate with the target audience. A suggestion was made to use our committee liaisons to determine what other committees are doing to identify what goes into the RKB

- John provided an overview of the Water/Wastewater taxonomy that committee developed.
- Discussion took place regarding next steps, including collecting information from committee members regarding what should be included in the RKB; this will be consolidated and provided to the full Community Resilience Panel for concurrence.
- Brett Barclay, as the Energy liaison, indicated that committee has a well-developed submittal process that includes a submittal sheet; currently they have approximately 15 or so documents that are being screened for submittal. **ACTION:** Brett will distribute this to the S&E Committee.

7. Other Discussion

The Data, Metrics, and Tools Committee is setting themselves up as the metrics panel and is looking to get ahead of the curve (from an evaluation perspective).

- Discussion took place regarding FEMA and the fact they have a number of processes in play for program evaluation.
- Discussion took place regarding a document prepared by Liesel Ritchie that is intended to help people make decisions about what tools to use for issue/problem identification and resolution.

8. Actions:

1. Set up call to discuss coding of interdependency information resulting from cross-committee breakouts in Miami – Laura Clemons and Ann Terranova
2. Prepare RKB submission process/taxonomy for discussion at next S&E Committee meeting – John Plodinec
3. Provide Energy RKB submission process to S&E Committee members – Brett Barclay

The meeting adjourned at approximately 4:00 pm EDT.