

**Community Resilience Panel:
Coordinating Committee Conference Call**

MEETING DATE: February 1, 2016
TIME: 2:00 pm EST to 3:30 pm EST
ISSUE DATE: February 12, 2016

ATTENDEES:

Attendee	Affiliation
Jay Raskin (Chair)	Jay Raskin Architect
Jesse Keenan (Vice Chair)	Columbia University
Debra Ballen (Secretary)	Insurance Institute for Business & Home Safety
Lisa Barr	DHS
Anthony Benyola	CTA
Kevin Bush	HUD
Steve Cauffman	NIST
Megan Clifford	Argonne National Laboratory
Susanne DesRoches	New York City
David Eisenman	UCLA
Steve Ernst	Federal Highway Administration
Ed Laatsch	FEMA
Terry McAllister	NIST
David Mizzen	ARA
Ronda Mosley	Public Technology Institute (PTI)
Julia Phillips	Argonne National Laboratory
Sarah Ellis Reed	DHS
Don Scott	PCS Structural Solutions
Michael Stuhr	City of Portland
Peter Vickery	ARA
Michael Weiss	NOAA

DISTRIBUTION: February 12, 2016
NOTES BY: Debra Ballen, CRPCC Secretary

1. Welcome and Introductions

Jay Rankin (Chair) led introductions of participants and ascertained that a quorum was present. He thanked attendees for participating and reviewed the goals for the meeting.

2. Review of the Community Resilience Panel's Objectives

The Community Resilience Panel is a forum to achieve broad stakeholder collaboration and consensus around goals and actions needed to achieve community resilience and to derive benefits from that improved resilience.

3. Review of Community Resilience Panel Coordinating Committee (CRPCC) Roles, Responsibilities, etc.

Mr. Raskin called the group's attention to several issues involving CRPCC membership. Current CRPCC members include the Chair, Vice Chair, Secretary, Standing Committee Chairs, NIST (ex officio), and ARA (ex officio as the Administrator). While participation of the four co-sponsoring agencies (DHS, FEMA, HUD, and NOAA) has been contemplated, there must be a formal invitation for this to occur. A motion to invite the four sponsoring agencies to participate on the CRPCC was made, seconded, and unanimously approved.

In addition, the CRPCC will expand to include four stakeholder group participants (one from each of the groups) and four at large members. The committee will develop a process to identify candidates from each community. Additionally, the committee may add one or more emeritus members in the future, depending on an appropriate directive developed by the Policy Committee.

4. Policy Committee Selection

The Policy Committee will be comprised of seven Administrator-proposed candidates and three CRPCC candidates. Chair Jay Raskin, Vice Chair Jesse Keenan, and Water and Wastewater Committee Chair Mike Stuhr volunteered to serve as CRPCC representatives to the Policy Committee. The Administrator will designate the remaining seven members in the near future.

5. NIST Matters

Before the Standing Committee Chairs delivered their reports, a question was raised about the budget to support the various activities. Steve Cauffman indicated that priority projects identified by the Standing Committees should be submitted to NIST, which will address budget needs on a case-by-case basis.

Mr. Cauffman also highlighted an ongoing federal interagency initiative to identify resilience metrics and indicators. Placing this in the Panel's Resilience Knowledge Base ("Knowledge Base") might be an effective way to integrate it with the Panel's work and identify ways to build upon it. The CRPCC was supportive, although formal procedures must be followed to add content to the Knowledge Base. NIST will know more after their meeting with the White House, scheduled for February 4.

6. Reports from the Standing Committees

The Standing Committee Chairs delivered reports the following reports:

Buildings and Facilities (Don Scott): Leaders of the Buildings and Facilities Committee recently had an organizational call. The committee plans a member call in the near future. They expect the leadership will meet by monthly conference call, and the membership will meet bi-monthly.

Communications (Anthony Benyola): The Communications Committee expects to hold its first member conference call in the near future.

Data, Metrics, and Tools (Megan Clifford): Leaders of the Data, Metrics, and Tools Committee recently had an organizational call and plan a member call before the April Panel meeting. Preliminary tasks include defining the question this Committee will explore and/or answer, collecting available information, and coordinating with the NIST Center of Excellence. In addition, the Data, Metrics, and Tools Committee recognizes the importance of coordinating with other Standing Committees and is working to identify the best means for this to occur. The Chairs of all of the other Standing Committees strongly supported such coordination.

Energy (Ronda Mosley): The Energy Committee has focused on adding new members, particularly from the community and state levels. Outreach has been successful. The committee plans a member conference call for late February.

Social and Economic (David Eisenman): The Social and Economic Committee has held two leadership calls and one member call. During the December 16 member call, the group synthesized and coordinated a number of themes. Leaders asked members to identify their priorities, as well as potential new members not currently represented. This is a large Committee, which will form working groups centered on themes and products to facilitate activity in the future. There is interest in cataloging lessons learned and best practices from existing resilience initiatives. They expressed the need to tie into NIST Center of Excellence and the National Academy of Science efforts. They also will look at crosscutting to work with the other Standing Committees.

Transportation (Susanne DesRoches): The Transportation Committee has focused on adding new members, with outreach occurring at a recent National Academies of Science Transportation Research Board conference. The group will meet by conference call before the April Panel meeting. Topics they will discuss include infrastructure types for the Committee's focus, risks posed by each such infrastructure type, and effective resilience measures.

Water and Wastewater (Michael Stuhr): The Water and Wastewater Committee has focused on adding new members. Their challenge is the diversity of the sector and determining what is broadly applicable.

7. Next Steps for Panel and Committees

Panel membership has increased through the website, but there is not any information yet regarding whether new Panel members joining Standing Committees, due to Paperwork Reduction Act requirements. Now that the Charter has been approved, the group will address Paperwork Reduction Act issues through appropriate procedures.

For the balance of 2016, the Panel is open to anyone who wishes to join as a voting member. After the third Panel meeting of 2016, the Panel will remain open, but new members must attend two Panel meetings to obtain voting status. There are no balance requirements for individual members of the Panel, but the stakeholder groups will be balanced to prevent disproportionate influence of any sector.

8. Communications Tools

The Panel web site is under development and eventually will include the Knowledge Base. Procedures will be developed to make approval of items for the Knowledge Base as efficient as possible. Project coordination software also is under development

While all Standing Committee Chairs supported greater coordination and collaboration, some stressed the need to build their memberships first.

9. Next Panel Meeting

The next Panel meeting will be in Portland, Oregon, on April 4 and 5, with a focus on the Portland experience. Mr. Raskin reviewed the draft agenda, which includes several local experts as keynote speakers; a session on the NIST economic decision guide and other ongoing NIST activities; Standing Committee breakouts and work sessions; and a session on the HUD National Disaster Resilience Competition. Committee Chairs recommended that additional areas of the country are highlighted in the keynote addresses. There will be an in-person meeting of the CRPCC, and possible a possible breakout session by hazard types. Following formal adjournment, there will be optional tours of several Portland resilience-related facilities.

10. Schedule

Following the Panel and Standing Committee meetings in April, the next in-person meeting will be in the fall in the Washington area. Participation in Panel meetings is permitted by Web Ex, but in-person attendance is preferred.

11. Adjournment

There being no other business, the meeting was adjourned at approximately 3:30 p.m. EST.