

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

MEETING DATE: February 29, 2016
TIME: 11:00 am EST to 12:00 pm EST
ISSUE DATE: March 16, 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
Anthony Benyola	CTIA
Kevin Bush	HUD
Steve Cauffman	NIST
Megan Clifford	Argonne National Laboratory
Susanne DesRoches	New York City
David Eisenman	UCLA
Dryvan Huston	University of Vermont
Ed Laatsch	FEMA
Terry McAllister	NIST
Rachel Minnery	American Institute of Architects
David Mizzen	ARA
Ronda Mosley	Public Technology Institute (PTI)
Josh Murphy	NOAA
Tien Peng	NRMCA
Julia Phillips	Argonne National Laboratory
Sunil Sinna	Virginia Tech
Michael Stuhr	City of Portland
Ann Terranova	AECOM
Peter Vickery	ARA

DISTRIBUTION: March 16, 2016
NOTES BY: Debra Ballen, CRPCC Secretary

1. Welcome and Introductions

Jay Raskin (Chair) led introductions of participants and ascertained that a quorum was present. He thanked attendees for participating and reviewed the goals for the meeting. Following the introductions, a motion to approve the agenda was made, seconded, and unanimously approved. A motion to approve the minutes of the February 1, 2016, meeting minutes was also made, seconded, and unanimously approved.

2. Updates on Panel Membership, Committee Officers, and Members

There are now more than 350 people registered for the panel. Several vacant Committee leadership positions have been filled, with only one position still outstanding. The seven non-CRPCC candidates for membership on the Policy Committee have not yet been identified. This will occur after changes to the Panel web site (consistent with the Paperwork Reduction Act) allow people to register their interest, which in turn will assist in assuring balance and qualifications.

3. NIST Report

Steve Cauffman reported that a meeting with the White House Interagency Policy Committee (IPC) has been scheduled for Wednesday, March 2, to discuss resilience metrics. An update on this initiative will be available after the meeting.

4. Reports from the Standing Committees

The Standing Committee Officers delivered the following reports:

Buildings and Facilities (Rachel Minnery): The Committee has been working to identify the overarching goals and themes that arose from the November meeting. This work includes identifying: 1) best practices in resilient design and construction; 2) design and construction standards needed to adapt to climate change; and 3) how to raise public awareness about resilient design and construction.

Communications (Anthony Benyola): The Communications Committee has identified the following goals: 1) name Committee members to be represented on each of the other Standing Committees to facilitate cross-pollination; 2) determine affinities and groups that might be candidates for participation in a pilot project; 3) discuss how to address the needs of these affinities and groups; and 4) develop a report to the Panel. The Committee also will obtain the Tech Resiliency paper from the Federal Communications Commission to avoid redundant efforts.

Data, Metrics, and Tools (Megan Clifford): The Committee meets on March 18. In preparation for the meeting, members were asked to submit the top 3 questions they would like the Committee to discuss and answer. The Committee also is gathering data, metrics, and tools that already exist for potential inclusion in the Resilience Knowledge Base (RKB). From a process perspective, the Committee is working through the most efficient structure going forward, as well as how to integrate the work of other Standing Committees. Although the Committee has a large number of members, they are still seeking additional representatives from the state and local levels.

Energy (Ronda Mosley): Although still a relatively small group, the Energy Committee has successfully focused on adding new members and is identifying how best to integrate with the work of other Standing Committees. A meeting has been scheduled for March 24. At the Portland Panel meeting, David Michel from the California Energy Assurance Program will address the Committee's afternoon work session.

Social and Economic (David Eisenman): The Social and Economic Committee has held two leadership calls and one member call. Goals include: 1) develop a compendium of community resilience efforts to move the NIST Planning Guide closer to implementation; 2) create a working group or other way to focus discussion on economics; and 3) assure an appropriate focus on underserved populations. The Committee will also schedule a March meeting.

Transportation (Susanne DesRoches): The Transportation Committee focused on recruitment, doubling in size to about 35 members, including representatives of federal, state, and local DOTs. The Committee will meet the week of March 22. Members were asked to identify transportation asset types, the risks facing each, and how to increase resiliency. The feedback will be used to shape the agenda for the Committee's Portland meeting.

Water and Wastewater (Michael Stuhr): The Water and Wastewater Committee focused on recruitment and developing an agenda for the Portland meeting.

5. Communication Tools Update

The revamping of the web site is almost complete. The new site will be more interactive and easier to navigate. Biographies of Panel leadership are being collected and will be posted.

The project coordination software also is moving forward. Once it is complete, the Committee will schedule a "how to use" webinar.

6. Next Panel Meeting

The next Panel meeting will be in Portland, Oregon, on April 4 and 5. Mr. Raskin reviewed the revised agenda. The first morning now will include two panels combining the individual speakers listed in the previous draft agenda. Speakers for a number of the Committee breakout sessions are identified, as are some of the hazards for discussion during the morning of the second day. It was suggested that cyber-risk be added to the hazards discussion. There will also be a presentation on the NIST Economic Decision Guide and other ongoing NIST activities during the second morning. Logistics for the tours are still being finalized, and participation may be limited due to space constraints.

7. Resilience Knowledge Base

One role of the Coordinating Committee is to approve new content for the RKB. The Committee discussed initiating the RKB with the following proposed documents: 1) the NIST Community Resilience Planning Guide; 2) all references from the NIST Community Resilience Planning Guide; and 3) the NIST Economic Decision Guide. After discussion, the Committee agreed that before adding a large number of documents, more thought should be given to the structure of the RKB to make sure it is well organized and easy to navigate from a spatial perspective – this is separate from coding uploaded documents with search terms. A smaller group will discuss this issue and report back to the Panel. Given this situation, a motion to immediately approve addition of the Community Resilience Planning Guide and the Economic

Decision Guide (but not all reference documents at this time) was made, seconded, and unanimously approved. The reference documents will be considered after the structure of the RKB is better defined.

8. Schedule

The next two Panel meetings (Fall 2016 and Spring 2017) are anticipated to take place at the University of Miami in Coral Gables, Florida, and in Fort Collins, Colorado.

9. Other Business

Registration information for the Portland meeting will be sent to Panel members in the very near future.

10. Adjournment

There being no other business, the meeting was adjourned at approximately noon EST.