Community Resilience Panel:
Coordinating Committee (CRPCC) Meeting

MEETING DATE: June 6, 2016
TIME: 11:00 am EDT to 12:00 pm EDT
ISSUE DATE: June 22, 2016

ATTENDEES:

Attendee	Panel Position	Affiliation
Jay Raskin	Panel/CRPCC Chair	Jay Raskin Architect
Jesse Keenan	Panel/CRPCC Vice Chair	Columbia University
Debra Ballen	Panel/CRPCC Secretary	IBHS
Anthony Benyola	Communication Chair	CTA
Kevin Bush	Federal Co-Sponsor	HUD
Susanne DesRoches	Transportation Chair	New York City
David Eisenman	Social & Economic Chair	UCLA
Steve Ernst	Transportation Vice Chair	Federal Highway Administration
Ting Lin	Data, Metrics & Tools Secretary	Marquette University
Terri McAllister	Federal Sponsor	NIST
Rachel Minnery	Buildings & Facilities Vice Chair	AIA
David Mizzen	Panel Administrator	ARA
Ronda Mosley	Energy Chair	Public Technology Institute (PTI)
Tien Peng	Buildings & Facilities Secretary	National Ready Mix Concrete Association
Julia Phillips	Energy Vice Chair	Argonne National Laboratory
John Plodinec	Social & Economic Vice Chair	CARRI
Priya Shrinvasan	Communication Vice Chair	New York City
Sunil Sinha	Water & Wastewater Vice Chair	Virginia Tech
Don Scott	Buildings & Facilities Chair	PCS Structural Solutions
Michael Stuhr	Water & Wastewater Chair	City of Portland
Peter Vickery	Panel Administrator	ARA
Tom Wall	Transportation Secretary	Argonne National Laboratory

DISTRIBUTION: Attendees and CRPCC
NOTES BY: Debra Ballen, CRPCC Secretary

1. Welcome and Introductions

Jay Raskin (Chair) welcomed participants and thanked them for attending. Following introductions, he ascertained that a quorum was present. Motions to approve the minutes of the May 2 and May 9 meetings were made, seconded, and unanimously approved.

2. Charter Amendment Approval Process

David Mizzen reported that electronic voting on the first proposed additions to the Resilience Knowledge Base (RKB) did not reach the required threshold of 67 percent affirmative, due to insufficient participation in the voting process. This underscores the need for a Charter Amendment to change the RKB voting process to address the underlying limitations of remote electronic voting.

To this end, Mr. Raskin outlined the proposed Charter Amendment (previously sent to members of the CRPCC), which shifts the responsibility for determining the criteria and approving resources to be added to the RKB from the Panel as a whole to the CRPCC. A motion to put the proposed Charter Amendment before the full Panel was made and seconded. All participants who indicated they were eligible to vote voted in the affirmative.

The proposed Charter Amendment will now be sent to the full Panel for electronic voting, with a 45-day voting period. Committee Chairs were urged to communicate with their committee members about the importance of voting for the Charter Amendment. It was suggested that explanatory materials be developed to facilitate this process.

3. RKB as Living Resource Repository

Members of the committee discussed the underlying structure of the RKB. Jesse Keenan (Vice Chair) posited that the National Security Council (NSC) sub-IPC Resilience Taxonomy can be used as the starting point, and extended beyond its federal focus to include state, local, NGO, and private sector perspectives and audiences. A ready resource is the U.S. Climate Resilience Toolkit, which is being expanded beyond climate change to other resilience needs. This process, while still in development, should yield a clear website organizational structure. Unfortunately, it will be impossible to meet the original August 1 deadline for launching the RKB.

Terri McAllister shared NIST's perspective that the RKB should be aligned with the six steps in the NIST Community Resilience Guide.

Recognizing the need for an organizational structure and content that reaches the intended audiences, it was observed that the more immediate need is to decide on the infrastructure for moving forward. Once this has occurred, it would be very useful to engage focus groups to determine whether the proposed structure will be accessible to and meet the needs of users. At this point, it is uncertain whether the project has funds available for such focus group research.

Dr. Keenan asked members of the RKB Subcommittee to review the Climate Resilience Toolkit website and share any comments they have. The RKB Subcommittee is moving forward and still in need of a Chair.

After additional discussion, there was a consensus to move forward in the manner discussed.

4. Panel Projects

The Water and Wastewater Committee has developed a proposal to retain a consultant to review the vast array of potentially relevant resources and identify best candidates for inclusion in the RKB. The committee has estimated that this project would cost approximately $250,000. Dr. McAllister indicated that the Panel budget does not include funds for outside consultants; rather, it is modeled after standards setting committees that have funding for meetings and certain related expenses but rely on volunteer

expertise for development of project content. Water and Wastewater Chair <u>Mike Stuhr</u> asked if there were any suggestions regarding alternative federal sources of funding for the proposed project, and <u>Dr. McAllister</u> said that she would endeavor to identify potential sources.

5. Updates

Standing Committee Officers delivered the following reports:

<u>Buildings and Facilities (Don Scott)</u>: The committee has a conference call scheduled for June 9.

<u>Communications (Anthony Benyola)</u>: The committee is developing a framework for its project plan, including sub-categories such as buildings, data and metrics, etc. Content from the Federal Communications Commission Technical Advisory Committee (TAC) report will be built into the project plan. The committee's next call will be in about three weeks.

<u>Data, Metrics, and Tools (Ting Lin)</u>: The subcommittee on the RKB is moving forward. Looking at the committee's mission, it seems that "data" align with Steps 1 and 2 of the NIST Guide; "metrics" align with Steps 3 and 4; and "tools" align with Steps 5 and 6.

<u>Energy (Ronda Mosley)</u>: The Energy Committee is meeting on June 6. The group will discuss how to better align its work with the NIST Guide. Additionally, the committee is focusing on how to help local governments identify critical assets and energy needs, and how to work more closely with utilities.

<u>Social and Economic (David Eisenman)</u>: The committee met two weeks ago. Previously, the committee created three working groups, but there has been some difficulty populating all of the groups and finding group leaders ("volunteers are not volunteering").

<u>Transportation (Susanne DesRoches)</u>: The Transportation Committee had a joint call with the Water and Wastewater Committee and has its own call scheduled for June 27. The challenge is to identify best practices for resilience in transportation, given the many modes of transportation and resulting complexity.

<u>Water and Wastewater (Michael Stuhr)</u>: The Water and Wastewater Committee's proposed project was discussed earlier in the call.

6. Communications Tools

Due to NIST requirements, the Panel Website needs to move from a ".org" domain to a ".gov" domain. ARA has a meeting with NIST later in the week to discuss the process and time frame for moving forward. Once the process is in place, there should be a seamless transition between the two domains.

The RKB also will be hosted on a ".gov" domain. This site will allow public access but no adding/editing of content. Security issues will be addressed.

7. Scheduling

The next CRPCC call is scheduled for July 11 at 11:00 a.m. EDT. The committee will establish regularly scheduled calls at 11:00 a.m. EDT on the first Monday of every month, except when a federal holiday requires postponement until the second Monday of the month.

The next Panel meeting will be in Boulder, Colorado. The Administrator has sent an expanded "Doodle" poll to determine dates. Members of the CRPCC were asked to provide their availability, if they have not yet done so.

8. Adjournment

There was no other business, and the meeting adjourned at approximately 12:00 p.m. EDT.