

## Community Resilience Panel: Coordinating Committee (CRPCC) Meeting

**MEETING DATE:** December 5, 2016  
**TIME:** 11:00 am to Noon EST  
**ISSUE DATE:** January 6, 2017

**ATTENDEES:**

| Attendee           | Panel Position                    | Affiliation                                   |
|--------------------|-----------------------------------|---|
| Jay Raskin         | Panel/CRPCC Chair                 | Jay Raskin Architect                          |
| Jesse Keenan       | Panel/CRPCC Vice Chair            | Harvard University                            |
| Debra Ballen       | Panel/CRPCC Secretary             | IBHS  |
| Megan Clifford     | Data, Metrics & Tools Chair       | Argonne National Lab                          |
| Susanne DesRoches  | Transportation Chair              | NYC Mayor's Office of Recovery and Resiliency |
| Brendan Doyle      | Federal Co-Sponsor                | EPA   |
| Dryver Huston      | Water & Wastewater Secretary      | University of Vermont                         |
| Brittany Kiessling | Federal Co-Sponsor                | EPA   |
| Ting Lin           | Data, Metrics & Tools Secretary   | Marquette University                          |
| Keely Maxwell      | Federal Co-Sponsor                | EPA   |
| Terri McAllister   | Federal Sponsor                   | NIST  |
| Rachel Minnery     | Buildings & Facilities Vice Chair | AIA   |
| David Mizzen       | Panel Administrator               | ARA   |
| Julia Phillips     | Energy Vice Chair                 | Argonne National Lab                          |
| John Plodinec      | Social & Economic Vice Chair      | CARRI   |
| Priya Shrinivasan  | Communication Vice Chair          | New York City                                 |
| Don Scott          | Buildings & Facilities Chair      | PCS Structural Solutions                      |
| Mike Stuhr         | Water and Wastewater Chair        | Portland Water Bureau                         |
| Ann Terranova      | Social & Economic Secretary       | AECOM   |
| Peter Vickery      | Panel Administrator               | ARA   |

**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. A motion to approve the minutes of the November 7 meeting was made, seconded, and unanimously approved.

## 2. Updates

### a. Nominations

The nomination period was extended until November 15 and, as a result, there have been nominations for all leadership positions with the exception of the Communications Committee Secretary (this is in process). The stakeholder nominations process is almost complete. Panel Administrator David Mizzen will follow up with Mr. Raskin regarding some positions where decisions are needed before moving ahead.

### b. Web Page/Project Coordination Software

Mr. Mizzen reported that the webpage has been through the NIST approval process and, after some minor formatting issues, is ready to go live. Dr. Terri McAllister reported that NIST is still evaluating project coordination software options, currently focusing on Microsoft OneNote, for which testing is underway. Launch of the project coordination software is not expected until at least January 2017.

### c. Environmental Resilience

Brendan Doyle and Dr. Keely Maxwell provided a briefing on environmental aspects of community resilience and how EPA's work in this area supports the mission of the Community Resilience Panel. EPA's interest stems from the importance of resilience to sustainability both pre- and post-disaster. Environmental aspects of community resilience include: drinking water and wastewater infrastructure resilience standards and protection managing disaster waste and debris, disasters and environmental justice, and environmental/ecological systems that can be disrupted in a disaster. EPA has a number of tools that can support community resilience planning in NIST designated communities, including a four-step process for pre-incident waste management planning that can be modified for other types of planning. EPA was invited to have a representative of their waste management programs serve on the Panel's Buildings & Facilities committee.

The next steps might include additional EPA topical briefings to the Panel, tech transfer opportunities, and beta testing the Resilience Tools Wizard with Panel stakeholders; making a proposal to the DMT committee regarding federal ecological services losses and damages reporting standards (as a resilience gap). EPA representatives serve on a number of standing committees. There also is some grant funding available for community resilience projects; applications from NIST communities through EPA regional science liaisons are due in early February.

## 3. Resilience Knowledge Base

Megan Clifford, chair of the Data, Tools, and Metrics Committee, reported on a recent committee meeting where the question of RKB assessment criteria was discussed. The committee looked at criteria developed by the Energy Committee and believes there is value in a standardized or baseline set of criteria to be applied across all committees, with some refinements to accommodate unique issues facing each committee and to help with the down-select process. There was a general consensus that this was the right approach, and the chairs will use the proposal to add the NIST Community Resilience Planning Guide to the RKB as a "test case."

Another issue raised by the Data, Metrics, and Tools Committee was whether there should be a process for removing documents from the RKB if it is later determined that they are not useful to users. This question will be further explored at a later time.

#### 4. Committee Reports

Mr. Raskin asked standing committee officers to report briefly on recent developments.

- **Buildings and Facilities (Don Scott):** The scenario teams will remain in place and conduct additional hazard-specific analyses to identify deficiencies and resilience gaps.
- **Communications (Priya Shrinivasan):** The committee meets in early January. Currently, the committee is working with its NIST Fellow to provide input into a Guide Brief.
- **Data, Metrics, and Tools (Megan Clifford):** In addition to its discussion of RKB assessment criteria, the committee is developing a roles and responsibilities document to guide its work going forward. The committee also developed a recommendations paper on including portfolio management practices for consideration as a Guide Brief and plans to share this at a future CRPCC meeting.
- **Energy (Julia Phillips):** Having already discussed criteria for assessing documents proposed for the RKB, the committee challenged its members to identify documents for this assessment.
- **Social and Economic (John Plodinec):** The committee met on November 10 and updated the gap analysis developed in November 2015. The committee will meet later in December to discuss the next steps. Dr. Plodinec welcomed EPA's Keely Maxwell, who will join the committee.
- **Transportation (Susanne DesRoches):** The Transportation Committee met last week and is developing a document to define transportation resilience. The committee is continuing work in partnership with the National Academy of Sciences' (NAS') Transportation Research Board (TRB). The committee is developing a Synthesis Proposal for TRB funding to conduct a literature review to determine the most appropriate existing research for the Resilience Knowledge Base (RKB). As this is a long-term undertaking, in the meantime the committee is identifying documents for more immediate consideration for the RKB.
- **Water and Wastewater (Mike Stuhr):** The committee agrees with the need for some standardization of assessment criteria for the RKB, but also recognizes the unique needs of the water and wastewater communities. To that end, work is underway to populate a specialized water and wastewater resource base, which Mr. Stuhr described as a "mini-RKB."

#### 5. Scheduling

The next in-person Panel meeting will take place in Miami, Florida, on March 9-10, 2017. Dr. Keenan is finalizing speakers and topics, with a focus on sea level rise, tropical storms, and urban flooding. Mayor Levine of Miami Beach is confirmed as a keynote speaker. Dr. McAllister requested that logistical information about the meeting be posted on the Panel website as soon as possible.

Mr. Raskin asked CRPCC members with suggestions regarding the location of the Fall 2017 meeting to contact him directly.

#### 6. Other Business

A member of the CRPCC had asked whether the recent Presidential election will affect the work of the Community Resilience Panel. While it is still early in the process, it was observed that this is a funded project and is moving forward at this time.

#### 7. Adjournment

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