

Meeting Minutes – Resilient Neighbors Network

2:00 pm EDT Friday, July 28, 2017

(Rescheduled from July 21, 2017 @ 11:00 am)

Resilient Neighbors Network (RNN) is a network of professionals representing communities actively working toward adaptation and resilience from natural hazards.

RNN Mission

To increase resilience in existing and developing communities at the grass roots level by documenting and actively sharing best practices, through education, peer to peer collaboration and mentoring.

RNN Vision

RNN will be a source for a compilation of community driven hazard resilience best practices that can serve as a resource to people & communities before, during and after a disaster. RNN will also actively bring ground truth and grassroots enlightenment to policy makers, researchers, regulators, and journalists.

AGENDA:

1. [Roll call](#)
2. [Approval of Minutes](#)
3. [Review of June Action Items](#)
4. [RNN Community Membership – Rebecca Joyce Memorandum](#)
5. [Pilot of the RNN/Disaster Risk Reduction Curriculum in Harrisburg, PA](#)
Next Steps
6. [NHMA DRR Curriculum & Workshop Status:](#)
Where are we with respect to the RNN and DRR Curriculum's further rollout?
7. [Natural Hazards Workshop - July 9-12, 2017](#)
8. [Status of Practical Community Resilience Project in South Carolina](#)
9. [Report from Vincent Brown of FEMA on the many things happening in FEMA Headquarters](#)
10. [Status of Island Press Interest, ABA](#)
11. [Comments/Issues/Good News](#)

Ed Thomas, Gene Henry and Rebecca Joyce join the call.

Rebecca Joyce shared that Liza Vick of her office was with us on the call today. Liza will be stepping in for Rebecca as her backup down the road.

Ed Thomas welcomed Liza to the meeting.

Ed Thomas mentioned he will have some comments to share under Agenda Item 11 about another community member or two who are considering joining the NHMA.

2:05 pm EDT - CALL TO ORDER AND ROLL CALL:

1. ROLL CALL:

Present: Ed Thomas (NHMA Board Member); Tim Trautman (Mecklenburg County, NC); Gene Henry (Hillsborough County, FL); Rebecca Joyce (Shenandoah Valley Region, VA); Liza Vick (Shenandoah Valley Region, VA); Ned Swanberg (State of Vermont)

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2. **APPROVAL OF MINUTES:** The floor was opened to discussion of the June 2017 Minutes. There being no comments,

A Motion was made by Tim Trautman to approve the Minutes.

The Motion was seconded by Ned Swanberg.

There being no further discussion, it was

VOTED: Unanimous approval of the Minutes.

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3. REVIEW OF JUNE ACTION ITEMS:

Ed Thomas asked the group its pleasure regarding how to handle review of Action Items. **It was agreed to go down through the list:**

Item #1 - Ed Thomas to connect with Rebecca Joyce about CTP – **Done**.

Item #2 - NHMA Admin to send out Daya Dayananda's corrected email address – **Done**.

Item #3 – NHMA Admin to send out Action Items List by Monday after the call - **Done**;

Item #4 – Ed Thomas to add the Action Items List to the Agenda for review at each call - **Done**;

Item #5 - Rebecca Joyce to do an article for the July Newsletter – **in process**; Rebecca will have to NHMA Admin by Saturday, 7-29-17.

Item #6 – Report from Vincent Brown on FEMA activities - **Not Done**. Ed Thomas has not yet heard from Vincent Brown; still awaiting response to email forwarded to him a week or so ago.

Item #7 – Vincent Brown's report on FEMA activities added to the Meeting Agenda – **Done**

Item #8 – Rebecca Joyce to submit a list of Action Steps derived from the Membership Memorandum for discussion at the next RNN meeting – **in process**, will be done this weekend, 7-29-17.

Item #9 – Ed Thomas to update and re-issue the Partnership Report to show Shannon Burke as new POC for APA – **Done**.

Item #10 – Partnership Report distributed for feedback within 7 days for it to be finalized for presentation to FEMA - **Done**. Ed Thomas reported this will be an ongoing internal document, never really complete as long as we're still working with partners but is finished enough for the purpose of closing out the Grant Year materials. We will continue seeking new partners and updating this document on an ongoing basis.

Item #11 – NHMA Admin to follow up with Shannon Burke and Allison Hardin to get out information about the APA Webinar happening on July 21st – **Done**. Ed Thomas reported that the webinar materials were sent out; some RNN members attending today were on the call; it went extremely well, and he congratulated all involved. We need to do a whole lot more of these.

Item #12 – Ed Thomas to distribute the latest version of the Curriculum Plan to the RNN Communities - **Done**. Latest curriculum plan was sent out.

Item #13 - Chuck Wallace to consider how best we can reach out to IAEM, or other emergency management organizations along the lines of what the Texas Flood Plain Managers are trying to do, with respect to his role in Emergency Management – **Not Yet Done**. Will add to next Action Items List.

Item #14 – Ed Thomas and Tim Trautman to set up a call to David Goode in the next week or so regarding logistics of the Conference in Charlotte, NC – **Not Yet Done – In Process**

Item #15 – Erin Capps and Tom Hughes to be looped in as well to discuss planning details – **Not Yet Done – In Process**

Item #16 – Tim Trautman to speak with David Goode a little to get the ball rolling and give him a copy of the latest DRR Curriculum Plan – **Done**.

DISCUSSION: Tim Trautman reported that he spoke to David Goode shortly after the last RNN call; he developed a proposed idea & sent it on to him, they had a few Board calls and hadn't heard back from us

in terms of logistics so progress has stalled. Tim indicated that David Goode is still waiting for a call from us about logistics that he can pass on to their Board so decisions can be made.

Ed Thomas shared that if the NC folks aren't going to pick up the bulk of the logistics, we can't do the conference there, as we don't have the budget to bring in a meeting organizer. He felt they were not interested in hosting us as he has had no response from David Goode.

Tim Trautman assured Ed that David Goode is very interested.

Ed Thomas will send another note to David Goode requesting a discussion so we can mutually agree on who will do what and will copy Rebecca Joyce, Tim Trautman and NHMA Admin. Ed will keep everyone in the loop, and everyone will keep Ed in the loop, and we'll move forward.

Erin Capps and Tom Hughes are working with the State Hazard Mitigation Officers and we can follow up with them on that. They got out a lot of information on the workshop.

Item #17 – NHMA Admin to follow up with Erin Capps and Tom Hughes and get information out to the RNN Communities about the Breakfast Meeting on Wednesday Morning and the gathering on Monday evening at the Hazards Workshop - **Done**.

Item #18 – Ed Thomas to respond to Beth Gibbons' email about the purpose of the proposed Module by the ASAP – **Done**. Ed has sent several emails to Beth Gibbons and Missy Stoltz at ASAP but has not heard anything back.

Item #19 – Ed Thomas to set up three-way introduction between Roger Faris, Beth Gibbons and Vincent Brown and provide Beth Gibbons' contact information to Vincent Brown of FEMA – **Done**.

Item #20 – Roger Faris to write up a summary this week of happenings with respect to Harper's Ferry, for the ABA and the Cargill Foundation to use as part of their efforts toward resilience and recovery operations – **In Process** – We are still working with Roger Faris to have him work with folks on the follow-on to the Harpers Ferry best practice write up and then write up about the new RNN communities.

Item #21 – Ed Thomas to let the folks from the ABA know that this is being resuscitated.

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4. RNN COMMUNITY MEMBERSHIP – REBECCA JOYCE MEMORANDUM

Ed Thomas asked Rebecca Joyce to confirm that the Membership Agreement Memorandum was adopted in an earlier RNN Meeting. Rebecca Joyce concurred but said the ball is in her court. She is to tweak the Memorandum and get it to Roger Faris for review and then submit it to the RNN Community members for review to see if they are comfortable with it so we can move forward. Rebecca has been away for the past two weeks; will pick up on this now that she's back.

Ed Thomas stated that we adopted the Memorandum as an interim document and need it to close out last year's Grant.

Rebecca Joyce clarified that we approved the Charter document, but the individual Membership Agreement is still in her court and needs to be tweaked. She explained that we're good with the Charter, and we're good with the *idea* of the Membership Agreement but need to draw it up and get everybody's input to finalize and move it forward.

Rebecca Joyce to finalize this and get to NHMA Admin on Saturday, 7-29-17.

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5. PILOT OF THE RNN/DISASTER RISK REDUCTION CURRICULUM IN HARRISBURG, PA: NEXT STEPS

Ed Thomas called for volunteers to work on some of the Modules that have not yet been done, including the Leadership Module. French Wetmore and George Huff are on board to work on this together with Jim Mullen but RNN members were called to weigh in on this.

Anybody wanting to assist and to weigh in on updating or improving the Modules are welcomed.

DISCUSSION on the Curriculum:

Rebecca Joyce shared that next week she is participating in the Resilient Virginia Conference and will be on a panel of rural areas talking about case studies. She will be using the Community Engagement Module from the Curriculum and incorporating more specific materials regarding wildfire work.

Rebecca shared that she mentions NHMA & the RNN at every opportunity she gets. She will mention them as well on Tuesday. George Huff will be giving a presentation early on Tuesday and she will be sure to connect with him to introduce herself and have a conversation with him.

Ed Thomas suggested that, as we get feedback on what happens with the presentations there, we can continue to tweak the Modules and make them better. These will always be a work in progress as new documents come out, new concepts are developed, and as programs are funded or dropped with respect to the Road to Resilience.

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6. NHMA DRR CURRICULUM & WORKSHOP STATUS: WHERE ARE WE WITH RESPECT TO THE RNN AND DRR CURRICULUM'S FURTHER ROLLOUT?

Ed Thomas hoped that we can do something in NC. He mentioned that we are also working with Texas and other places to possibly do some work on the Curriculum. Pieces of it will be included in the workshop to be done in Utah which will give us additional exposure. Ideas were invited.

DISCUSSION:

Tim Trautman mentioned that discussed and agreed to at the last RNN call with regard to NC, was doing a presentation of the Curriculum and having an RNN meeting tacked on as part of the event.

The NC Conference is happening the week of October 23rd. Depending on how they would like to structure this, our event would be either on the front-end or the back end of the conference.

We need to know how many RNN Community members would be able to come. The NC folks will probably be more interested if we're going to have a handful or a dozen RNN folks and then have folks who will teach the Curriculum and attend part of the conference.

FURTHER DISCUSSION:

Rebecca Joyce suggested we man a table with literature to meet and talk to people as a good way to broadcast NHMA.

Rebecca Joyce suggested that if this all works out, we might consider having an extra short networking meeting with any of the other NC Communities who attend that might be interested in participating in the RNN, as we are looking to expand the group.

Tim Trautman shared he is willing to handle logistics for the event, but is not comfortable making decisions about registration, charges for the Curriculum, lunches, all day, half day, etc.

Ed Thomas stressed that planning for this must be an RNN group effort, he will not be involved in the process. He suggested a Planning Team be formed to work with Tim and Rebecca and others in setting up this RNN meeting workshop and exposition of the RNN & NHMA in NC.

Ed Thomas pointed out that eventually this must be a self-sustaining effort. What we're really doing in NC is marketing NHMA, RNN and the Curriculum.

The RNN Planning Team must decide:

1) To charge or not to charge a registration fee for the Curriculum. There will be more money available for travel and marketing if we charge for the Curriculum. This is a decision to be made by the RNN in conjunction with the NHMA Board. A registration fee would help cover some of the costs of bringing in instructors, for example.

2) Whether or not to seek sponsors for the event. Do we want to see if people like H2O Partners, and other companies want to have their names on some of our materials as a form of marketing? Ed Thomas and Rebecca Joyce can solicit from the NHMA Board to see if any Board members would like to be part of the planning for this.

3) Whether or not to include a lunch, and if so, will we charge for it? Gene Henry shared that lunch during a training period under the Florida Flood Plain Managers usually includes a slight charge but if you're not a member, then there's a \$25 charge.

4) The Planning Team will come back to the Board with a proposal for an RNN meeting that is expected to cost '\$X' and state whether they would also like to do something involving outreach to the NC communities, or otherwise describe their plan for the NHMA Board.

DISCUSSION/CONCLUSION:

Rebecca Joyce will send out an email to everybody detailing the existing Conference dates and describing the need for a Planning Committee to help fold the RNN Meeting into the Conference along with a DRR Curriculum presentation. This will help Tim Trautman be able to talk to the Emergency Management folks in NC.

Rebecca Joyce will send out, via Survey Monkey, a questionnaire to ask:

- If we have the RNN meeting in NC at the end of October, would you be willing/able to come?
- We have a budget in the FEMA Grant to cover one in-person meeting per year; will this make it more possible for you to attend?
- Is anybody interested in helping on the planning committee?

- Offer some draft scenarios to get discussion going toward final decision making.
Rebecca Joyce will send a draft of the questionnaire to Ed Thomas and Tim Trautman.

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7. NATURAL HAZARDS WORKSHOP - JULY 9-12, 2017

Ed Thomas has not much to report, he was not there. We did some NHMA and RNN marketing; we sponsored a breakfast that had standing room only; we did some sessions, and we are hoping for a much closer working relationship with the Hazards Center than we've had in the past. Where we go in 2018 will depend on whether we want to bring the RNN Communities out there on grant money or if we want to go someplace else; also depends upon what the Hazard Center does in terms of presentations, being responsive to the needs of the practitioners as opposed to just the academics, etc.

This is something the RNN Communities and the PMT and NHMA Board will have to decide.

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8. STATUS OF PRACTICAL COMMUNITY RESILIENCE PROJECT IN SOUTH CAROLINA

Ed Thomas shared that this is very slowly moving forward in Lawrence County, NC. Clemson is very much involved and is starting to put a little money into this. The Army Corps of Engineers has begun to do some planning. Ed is still waiting to hear what they want from the DRR Curriculum and from NHMA and from himself.

NHMA has not formally come into a partnership with Clemson because we have had nothing to present to the Board. They asked Ed if he would be willing to come down and speak, and Ed offered that he would really like to try and recruit someone from the RNN Community to come in on a peer-to-peer basis and talk about the Curriculum, the RNN and what they are doing in their community. Ed specifically mentioned that we have an RNN Community member in SC who is a professional planner and the incoming Chair of the American Planning Association Hazard Mitigation and Disaster Response Committee (HMDR Committee), Allison Hardin. We're waiting to hear from them.

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9. REPORT FROM VINCENT BROWN OF FEMA ON THE MANY THINGS HAPPENING IN FEMA HEADQUARTERS

Vincent Brown was not on the call, so we don't have a report from him. Ed Thomas will 'ping' him again. Vincent has not yet responded to an email Ed sent out to everyone on status of our various reports on the Grant last year.

Regarding APA, NHMA has not yet come into a partnership with them; we are still waiting to hear about what they want. Ed would like to recruit somebody from the RNN to go there and speak.

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10. STATUS OF ISLAND PRESS INTEREST, ABA

Ed Thomas reported that Island Press is very interested in *The Road to Recovery* and developing some articles. Ed has mentioned to them that if they are willing to work with some folks from the RNN Community and help with the writing, he suspects that some of the RNN members would love to work with them on short pieces like the ones they have done with Ed for Governing Magazine or worked on with John Marshall for *The Conversation* and other things, to get our stories out there about climate adaptation and hazard mitigation. More to come on that.

Ed expects to hear from them later this month; will keep trying to weave them into what we're up to. They have funding from the Kresge Foundation on Community Adaptation and seem to be very interested in the idea of a non-political, non-judgmental approach to a varying climate based upon recognition of the need for Disaster Risk Reduction. They seem to think this might be very palatable in the current political climate.

The American Bar Association is moving forward with some resilience material. The Utah Workshop is coming up in September, and another workshop is happening in NYC next month involving FEMA and other folks; Ed will continue to work on trying to use the ABA Resilience Resolution as a 'bully pulpit' to spread our message.

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11. COMMENTS/ISSUES/GOOD NEWS

Potential new members were discussed. Ed Thomas mentioned a grass roots coastal organization based in Marshfield, Massachusetts. An individual from them named Joe Rossi, has an insurance background and would like to become a member of the PMT and become deeply involved in the DRR Curriculum. He will have his company join NHMA as an Institutional member.

Also mentioned for a very tentative interest was a speaker who NHMA and H2O Partners sponsored at the Hazards Workshop from Houston, TX – David Alamia; he may also be interested in joining the RNN. He is from a coastal community very near Pasadena, TX.

Though Daya Dayananda no longer represents a community, he would very much like to continue his involvement with the RNN and is welcome to participate in any meetings he can make.

Ed Thomas asked how the RNN would like to proceed regarding the two new members: Is a formal vote required?

Rebecca Joyce suggested that, based on experience, we should first invite them to sit in on one of the calls and introduce themselves to the group. After that, unless anyone felt for any reason they were not a good fit for the RNN, we should just move forward to include them as members of the RNN.

DISCUSSION:

Tim Trautman suggested sharing the Membership Commitment documents with them to see how heavily they'd be interested in participating.

Gene Henry shared the importance of finding ways to help people with severe time constraints stay involved. He suggested uploading summaries from the HMTPs to the website as a reference.

Rebecca Joyce agreed with Gene. She will get to work on the Membership Memorandum, so we have it available for people to fill out. She also mentioned the Matrix that all the Communities worked on which was sent out last Fall and considered adding funding sources to the questionnaire. This may be a good start for new members to delve into things. Also, the work that Roger Faris was going to do in writing up success stories for each community beginning with Harpers Ferry. Good opportunities to pull that information and put it up on the website.

DISCUSSION/CONCLUSION:

Ed Thomas took this discussion as permission to invite both individuals to be on the next RNN call. NHMA Admin to help him get copies of the RNN Charter out to them. As the RNN Membership Memorandum is developed, he will get that out to them as well.

ALL AGREED.

NHMA Admin to get the Action Item List out as soon as possible so Ed Thomas and others can check off all matters they've agreed to do here today.

NHMA Admin mentioned the next meeting of the RNN is August 18, 2017; at 11:00 a.m. EDT.

Rebecca Joyce to include a note about the next meeting date in the next note she sends out to the RNN Communities.

Rebecca Joyce will include a question about best meeting days and times to make sure people aren't prevented from participating because of the time of the call; it is good to revisit this at least once a year.

ALL AGREED.

Any time we can generate conversation with people it's a good thing just to get them involved.

Ed Thomas thanked everyone for participating.

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There being no further discussion, the Meeting adjourned at 3:01 p.m.

NEXT MEETING:

The next RNN meeting will be held on 8/18/2017 at 11:00 a.m., EDT.

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