

# **POLICY COMMITTEE WORKPLAN**

## **Coastal Issues Committee**

### **2015 – 2016**

(last update: 9/14/15)

## **1.0 Overview**

The primary mission of the Coastal Issues Committee is to develop and promote education, policies, and activities aimed at reducing the costs and impacts of coastal flooding, and protecting and preserving the natural and beneficial functions of coastal floodplains, associated coastal ecosystems, and the services they provide.

To help fulfill this mission, the Coastal Committee focuses its work in four areas:

- Fostering communication and dialogue and strengthen working relationships among the various professionals (e.g., floodplain managers, coastal zone managers, other government officials, interest groups) engaged in managing and/or protecting coastal floodplains and resources.
- Linking coastal floodplain managers with information and resources that will enable them to enhance their knowledge, develop skills, and meet their professional responsibilities vis a vis floodplain management;
- Identifying and, where possible, aiding in the resolution of technical and policy-related issues concerning coastal flood risk identification and floodplain management; and
- Promoting progressive coastal floodplain policy at the national and state levels.

### **Committee co-chairs:**

Tim Hillier, P.E., CFM

Tom McDonald, CFM

### **Liaison:**

Allison Hardin, CFM

Maria Honeycutt, Ph.D., CFM

Mark Mauriello

Wesley Shaw

### **Subcommittees:**

- **Modeling and Mapping (M&M)**
- **Web Portal**
- **Future Conditions**

## **2.0 Task Outline**

### 2.1 On-going work items (see Table):

1. Participate in ASFPM Policy Committee Conference Calls and Retreat.
2. Attend Policy Committee Chair Meeting at the annual conference and hold an annual meeting.
3. Organize, facilitate, and complete action items associated with bimonthly committee conference calls
4. Organize , facilitate, and complete action items associated with quarterly subcommittee conference calls
  
5. Assist with ASFPM participation on FEMA Operating Partners meetings
6. Support ASFPM Members Concerning Coastal Floodplain Issues

### 2.2 Work items for the 2015-2016 Year (see separate Task Summary Sheets):

1. Improve Committee Structure and Function
2. National Policy Support
3. Digital Coast Support
4. Coastal Issues Committee Website

## 2.1 Ongoing Work Items

Task Name	Task Leader	Approx Hrs to Complete	Detailed Task Description
Conference Calls & Committee Retreat	Co-Chairs	44 hours	A co-chair or the liaison should attend all conference calls and one of co-chairs should attend the conference retreat.
Annual Conference	Co-Chairs	48 hours	Prepare for and attend the co-chairs meeting and the annual committee meeting. Prepare notes of annual meeting for distribution. Assumes both co-chairs attend conference, and time includes Sunday and Monday policy committee-related activities.
Committee Conference Calls	Co-Chairs; Liaison	48 hours	Organize and facilitate regular quarterly conference calls with active committee members (hours assume both co-chairs participating, 4 calls per year, and prep/post meeting tasks)
Subcommittee Conference Calls	Subcommittee Leads and Co-Chairs	96 hours	Organize and facilitate regular quarterly conference calls with active subcommittee members (hours assume subcommittee leads and one co-chair participate, 4 calls x 6 subcommittees per year, and prep/post meeting tasks)
Support ASFPM participation in FEMA Operating Partners Meetings	Co-Chairs	32 hours	Provide discussion topics to ASFPM EO and M&ES Committee in lead up to quarterly meetings; as needed, one co-chair to participate in all or part of the meeting, as needed.
Support ASFPM Members Concerning Coastal Floodplain Issues	Co-Chairs; Liaison; committee members	32 hours	Serve as consultant to committee members (as well as other ASFPM members, as needed) on coastal issues, facilitating access to full committee, other policy committees, and/or ASFPM E.O. for issue discussion and advice.

## 2.2 2015-2016 Work Items

### 2.2.1

<b>Task Title:</b> Improve Committee Structure and Function	<b>Task Leader:</b> Co-Chairs
<b>ASFPM Goal # Cross Reference/Other Reason for Including Task (EO Request, Committee Priority, etc):</b>	
<b>Approximate Start/End Date:</b> June 2015 – May 2016	<b>Approximate # Hrs to Complete:</b> 96 hr
<b>Detailed Task Description:</b> <ul style="list-style-type: none"> <li>- Quarterly committee call</li> <li>- Increase engagement on ASFPM and Committee Issues and utilize committee membership to address issues</li> </ul>	
<b>Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)</b> N/A	
<b>Other Policy Committees/entities to Engage for this Task:</b> ASFPM Executive Office and Washington Liaison	
<b>Completion Schedule:</b> Committee Calls – 10/2015, 1/2016, 4/2016 Annual meeting – June 19, 2016	
<b>Deliverables:</b> Meeting Minutes to ASFPM Executive Office	
<b>Other Necessary Support or Resources:</b> N/A	
<b>Approximate Direct Cost to Complete: (Labor and Non-Labor)</b> Volunteer labor	
<b>Approval Process: (Does The Task Require Board Approval?)</b> No	
<b>Assumptions:</b> N/A	
<b>Prepared by/ Date:</b> T. Hillier & T. McDonald, 8/30/2015	<b>Approved By/ Date:</b>

## 2.2.2

<b>Task Title: National Policy Support</b>	<b>Task Leader: Co-Chairs</b>
<b>ASFPM Goal # Cross Reference/Other Reason for Including Task (EO Request, Committee Priority, etc):</b>	
<b>Approximate Start/End Date:</b> June 2014 – May 2015	<b>Approximate # Hrs to Complete:</b> 120 hr
<b>Detailed Task Description:</b> <ul style="list-style-type: none"> <li>- Support activities related to Technical Mapping Advisory Committee (TMAC) and Federal Flood Risk Management Standard (FFRMS)</li> <li>- Review and provide comments on draft/pending legislation, agency reports, regulations, Executive Orders, and other policy documents related to coastal flood risk, mitigation, and climate adaptation</li> <li>- Support and promote NFIP reform and Coastal Zone Management Act Reauthorization</li> <li>- Review and provide input, as needed, to ASFPM Congressional testimony and correspondence</li> <li>- Provide coastal perspectives and input on work of the Natural Floodplain Functions Alliance (NFFA)</li> <li>- Coordinate with Natural &amp; Beneficial Functions Committee on coastal elements of NBF, particularly as FEMA investigates policies/approaches to improve consideration of ecosystem services in its mitigation programs and as USACE increases consideration of environmental services in all aspects of water resources planning and project (i.e., changes expected in revised <i>Principles and Guidelines</i>)</li> </ul>	
<b>Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)</b> N/A	
<b>Other Policy Committees/entities to Engage for this Task:</b> ASFPM Executive Office and Washington Liaison NFFA Natural & Beneficial Functions Committee	
<b>Completion Schedule:</b> Documents/comments – completion dates will vary	
<b>Deliverables:</b> Comments to ASFPM Executive Office, as required.	
<b>Other Necessary Support or Resources:</b> N/A	
<b>Approximate Direct Cost to Complete: (Labor and Non-Labor)</b> Volunteer labor	
<b>Approval Process: (Does The Task Require Board Approval?)</b> No	
<b>Assumptions:</b> N/A	
<b>Prepared by/ Date:</b> T. Hillier & T. McDonald 8/30/2015	<b>Approved By/ Date:</b>

### 2.2.3

<b>Task Title:</b> Digital Coast Support		<b>Task Leader:</b> Co-Chairs and Allison Hardin	
<b>ASFPM Goal # Cross Reference/Other Reason for Including Task (EO Request, Committee Priority, etc):</b>			
<b>Approximate Start/End Date:</b> June 2014 – June 2015		<b>Approximate # Hrs to Complete:</b> 160-240	
<b>Detailed Task Description:</b> <ul style="list-style-type: none"> <li>- Support ASFPM role in Digital Coast Partnership, including expansion of data and resources for the Pacific and Great Lakes coasts, promotion of updates, and training support where needed.</li> <li>- Facilitate and support enhanced interagency collaboration and data sharing/leveraging through Digital Coast (e.g., increased cooperation among NOAA, FEMA, and USGS on coordinated coastal LIDAR data collection, inventorying, and dissemination to end users for use in coastal floodplain map updates and other purposes)</li> <li>- Attend Digital Coast Partnership meetings.</li> </ul>			
<b>Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)</b> N/A			
<b>Other Policy Committees/entities to Engage for this Task:</b> NOAA Coastal Services Center			
<b>Completion Schedule:</b> NOAA Digital Coast Partnership Meetings throughout the year			
<b>Deliverables:</b> Meeting updates			
<b>Other Necessary Support or Resources:</b> Coordination with ASFPM Executive Office			
<b>Approximate Direct Cost to Complete: (Labor and Non-Labor)</b> Volunteer labor EO staff support, as needed			
<b>Approval Process: (Does The Task Require Board Approval?)</b> No			
<b>Assumptions:</b> N/A			
<b>Prepared by/ Date:</b> T. Hillier, T. McDonald & Allison Hardin 8/30/15		<b>Approved By/ Date:</b>	

## 2.2.4

<b>Task Title: Coastal Issues Committee Web Portal</b>	<b>Task Leader: Wes Shaw, Co-Chairs</b>
<b>ASFPM Goal # Cross Reference/Other Reason for Including Task (EO Request, Committee Priority, etc):</b>	
<b>Approximate Start/End Date:</b> August 2014 – May 2016	<b>Approximate # Hrs to Complete:</b> 240
<b>Detailed Task Description:</b>	
<ul style="list-style-type: none"> <li>- Develop a functional web portal that will allow for the communication and knowledge transfer within Coastal Issues committee</li> <li>- Establish and test web portal</li> </ul>	
<b>Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)</b> N/A	
<b>Other Policy Committees/entities to Engage for this Task:</b> N/A	
<b>Completion Schedule:</b> May 2014 – May 2016.	
<b>Deliverables:</b> Web Portal	
<b>Other Necessary Support or Resources:</b>	
<b>Approximate Direct Cost to Complete: (Labor and Non-Labor)</b> Volunteer labor	
<b>Approval Process: (Does The Task Require Board Approval?)</b> .	
<b>Assumptions:</b> N/A	
<b>Prepared by/ Date:</b> T. Hillier & T. McDonald, 8/30/15	<b>Approved By/ Date:</b>