

Flood Insurance Committee Work Plan

2018-2019

TABLE OF CONTENTS

1.0 Overview.....	1-1
2.0 Task Outline.....	2-2
2.1 2018 – 2019 Ongoing Work Item Worksheets.....	2-2
2.2 2018 – 2019 New Work Item Worksheets.....	2-3

1.0 Overview

The primary mission of the Flood Insurance Committee is to support ASFPM's floodplain management efforts through information, education and outreach activities on flood insurance issues. Historically, this committee has provided significant input on flood insurance legislation and flood insurance rules and guidelines propagated by FEMA. The committee is also very active in keeping the ASFPM membership informed of upcoming changes to the NFIP and potential effects these changes could have.

The committee is run by two co-chairs listed below.

Co-chairs:

Bruce A. Bender, CFM Bender Consulting Services, Inc.

Steve Samuelson, CFM Kansas Department of Agriculture

The membership is composed of those who have expertise or an interest in flood insurance. The co-chairs will use a core group of members who are interested in providing additional support in the form of reviewing documents and providing written responses when the need arises.

Section 2 of this work plan presents specific items for 2018-2019 that are to be accomplished by this committee and the work tasks required to complete these items. These items directly support the Goals & Objectives for ASFPM for 2018-2019 that are related to flood insurance.

Flood Insurance Committee Work Plan

2.0 Task Outline

2.1 2018-2019 Ongoing Work Items

Task Name	Task Leader	Approx Hrs to Complete	Detailed Task Description
Conference Calls & Committee Retreat	Bender/Samuelson	44 hours	At least one co-chair will attend all conference calls and one of co-chairs will attend the conference retreat.
Annual Conference	Bender/Samuelson	16 hours	Prepare for the co-chairs meeting and the annual committee meeting. Prepare notes of annual meeting for distribution.
Committee Conference Calls	Bender/Samuelson	24 hours	Organize and facilitate at least 3 meetings/calls with active committee members (hours assume both co-chairs participating, 3 meetings per year, and prep/post meeting tasks)
Prepare Annual Reports, Work Plans, Insurance Corner Articles	Bender/Samuelson	34 hours	Write bi-monthly articles for Insurance Corner; write annual report in April and create Work Plans in September
Continue to update Committee Webpage	Bender/Samuelson	12 hours	Review, update and provide new documents to the webpage; review at least three times a year

Flood Insurance Committee Work Plan

2.2 2017 – 2018 New Work Item Worksheets

Task Title: Continue to monitor modifications and promote improvements to the insurance aspects of the National Flood Insurance Program, both from FEMA and Congress .	Task Leader: Bender/Samuelson
ASFPM Goal and Objective #: Promote Improved National Policy – 2.1; Encourage increasing FEMA webinars/training – 1.4.1	
Other Committee(s):	
Approximate Start/End Date: Complete: July 2018 – June 2019	Approximate # Hours to Complete: 100+
Detailed Task Description: <ol style="list-style-type: none"> a. Follow status of rulemaking and prepare review comments, as appropriate, to the Federal Emergency Management Agency. b. Strongly promote FEMA to increase training of agents c. Keep Board of Directors and membership apprised of significant flood insurance issues; e.g., Private market changes, Risk Rating 2.0; removal of CBRS boundaries; need for higher ICC limits and broader application, Elevation Certificate update, Ag structures in the floodplain. d. Follow status of bills in Congress and keep Board of Directors and membership apprised of possible effects the proposed changes may have on the Program and any related significant insurance issues. e. Liaise with other insurance industry groups, including organizing meetings with them to discuss their stance on issues affecting the NFIP, especially reauthorization of the NFIP. Promote ASFPM positions such as flood insurance premium reflecting actual risk. f. Provide input to EO on studies with insurance implications. 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin): N/A	
Other Policy Committees/entities to Engage for this Task: N/A	
Completion Schedule: Ongoing	
Deliverables: Written summaries; written responses via email	
Other Necessary Support or Resources: Continued updates from Merrie Inderfurth	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Travel for any meetings	
Approval Process: (Does the Task Require Board Approval?) For any travel	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelson – September 2018	Approved By/ Date:

Task Title: Continue to monitor implementation and their effects related to insurance sections of reform legislation and changes suggested by Office of Flood Insurance Advocate (OFIA)	Task Leader: Bender/Samuelson
ASFPM Goal and Objective #: Promote Improved National Policy – 2.1	Other Committee(s):
Approximate Start/End Date: July 2018 – June 2019	Approximate # Hours to Complete: 100+ per person
Detailed Task Description:	
<ul style="list-style-type: none"> a. Review NFIP Bulletins and other related documents and disseminate information to Committee members and ASFPM membership b. Review OFIA annual report c. Provide feedback to FEMA on any concerns which may arise from implementation procedures 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin) N/A	
Other Policy Committees/entities to Engage for this Task: N/A	
Completion Schedule: Ongoing	
Deliverables: Written summaries; written responses via email	
Other Necessary Support or Resources:	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Travel for any meetings	
Approval Process: (Does The Task Require Board Approval?) For any travel	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelson – September 2018	Approved By/ Date:

Task Title: Continue liaison activities with insurance industry groups, including Flood Insurance Producers National Committee (FIPNC), Institute of Business and Home Safety (IBHS) and National Flood Association (NFA).	Task Leader: Bender/Samuelsan
ASFPM Goal and Objective #: Promote Improved National Policy – 2.1	Other Committee(s): Explore partnering with insurance trade assoc – 1.4.2
Approximate Start/End Date: Complete: July 2018 – June 2019	Approximate # Hours to Complete: 70 hours
Detailed Task Description: <ol style="list-style-type: none"> a. Participate in FIPNC and IBHS meetings and provide updates. Also, offer ASFPM's views and recommendations where appropriate. b. Assist in providing direction and input regarding flood insurance issues for ASFPM National conference. c. Maintain dialog with the National Flood Association and work towards identifying mutual goals and objectives. 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin) N/A	
Completion Schedule: Ongoing	
Deliverables: Written summaries	
Other Necessary Support or Resources: N/A	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Travel to meetings	
Approval Process: (Does The Task Require Board Approval?) If travel is to occur	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelsan – September 2018	Approved By/ Date:

Task Title: Work with FEMA on issues affecting flood insurance including, training, insurance aspects of the Community Rating System (CRS), Increased Cost of Compliance (ICC), CBRS and Risk Rating	Task Leader: Bender/Samuelson
ASFPM Goal and Objective #: Promote Improved National Policy – 2.1	Other Committee(s): ASFPM CRS Representative Improve Prof Knowledge – 1.4
Approximate Start/End Date: Complete: July 2018 – June 2019	Approximate # Hours to Complete: 120 hours
Detailed Task Description: <ol style="list-style-type: none"> a. Monitor and offer ASFPM’s views and recommendations on possible changes to NFIP’s insurance, training, simplification, and lender compliance initiatives, etc. b. Monitor and offer ASFPM’s views and recommendations regarding the effects of different FEMA programs’ and procedures (i.e., Risk MAP, CBRS, Elevation Certificate, Ag structures) on insurance. c. Work with ASFPM CRS Representative and monitor CRS program issues and offer suggested enhancements and support. d. Work with Pod leader and EO to promote ICC changes 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin)	
Completion Schedule: Ongoing	
Deliverables: Summary of meetings; updates to members; Updated ICC write-up in conjunction with Pod leader and EO	
Other Necessary Support or Resources: Committee Liaison will coordinate updates with ASFPM CRS Representative	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Personal Time - Priceless	
Approval Process: (Does The Task Require Board Approval?) N/A	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelson– September 2018	Approved By/ Date:

Task Title: Provide flood insurance-related information and assistance to members.	Task Leader: Bender/Samuelson
ASFPM Goal and Objective #:	Other Committee(s):
Approximate Start/End Date: July 2018 – June 2019	Approximate # Hours to Complete: 20+ hours
Detailed Task Description:	
<ul style="list-style-type: none"> a. Respond to member requests for flood insurance information and statistical data. b. Monitor and communicate proposed and actual changes to insurance-related forms to members; i.e. via bulletin, email, ASFPM newsletter. c. Assist in keeping Flood Insurance section on ASFPM's web site current; review at least 3 times a year d. Provide newsletter articles on a regular basis to Insider's Insurance Corner e. Create a fact sheet on private flood on what floodplain managers need to know 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin) N/A	
Completion Schedule: Ongoing	
Deliverables: Articles, timely response to members, bulletins to members, updated information to website	
Other Necessary Support or Resources: ASFPM IT, ASFPM Publication Editor	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Personal Time - Priceless	
Approval Process: (Does The Task Require Board Approval?) Web content approval by ASFPM EO; Bulletin, fact sheet and news article approval by ASFPM EO	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelson – September 2018	Approved By/ Date:

Task Title: Work with FEMA on requirements for insurance rating and regulations for agriculture structures.	Task Leader: Bender/Samuelson
ASFPM Goal and Objective #:	Other Committee(s): Regulations, Mitigation
Approximate Start/End Date: July 2018 – June 2019	Approximate # Hours to Complete: 80 hours
Detailed Task Description:	
<ul style="list-style-type: none"> a. Provide FEMA with opportunity to engage ASFPM members (committee call, Early Bird) b. Disseminate to members and review proposed guidance and policy when released c. Provide FEMA with consolidated response 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin)	
N/A	
Completion Schedule:	
See Detailed Task Description	
Deliverables:	
Other Necessary Support or Resources:	
EO to help disseminate response; work in with Floodplain Regs and Mitigation Committees	
Approximate Direct Cost to Complete: (Labor and Non-Labor)	
Personal Time - Priceless	
Approval Process: (Does the Task Require Board Approval?)	
Possibly with the final response to FEMA on policy and guidance	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelson– September 2018	Approved By/ Date:

Task Title: Review proposed changes to NFIP as posted in the Fed Register and provide response by Sep 14, 2018	Task Leader: Bender/Samuelsan
ASFPM Goal and Objective #: Promote improved national policy – 2.1	Other Committee(s):
Approximate Start/End Date: Aug-Sep 2018	Approximate # Hours to Complete: 40 hours
Detailed Task Description: <ul style="list-style-type: none"> a. Organize work group with leaders b. Consolidate responses c. Provide to EO to issue 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin) N/A	
Completion Schedule: See Detailed Task Description	
Deliverables: Draft response for EO to send out	
Other Necessary Support or Resources:	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Personal Time - Priceless	
Approval Process: (Does The Task Require Board Approval?) No, but EO will review, edit and deliver	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelsan– September 2018	Approved By/ Date:

Task Title: Inform members of removal of CBRS boundaries and potential impacts, issues and concerns.	Task Leader: Bender/Samuelson
ASFPM Goal and Objective #:	Other Committee(s): Coastal, Mapping, Risk Communication & Outreach
Approximate Start/End Date: July 2018 – June 2019	Approximate # Hours to Complete: 40 hours
Detailed Task Description: <ol style="list-style-type: none"> Contact other associations, in particular FIPNC, IBHS and NFA Work with EO and members to draft an initial response Keep members updated as FEMA rolls out the change 	
Prerequisites Needed: (Activities That Need to Be Performed Before This Task Can Begin) N/A	
Completion Schedule: See Detailed Task Description	
Deliverables: <ul style="list-style-type: none"> Consolidated response from multiple association Separate response from ASFPM Continued updates to members 	
Other Necessary Support or Resources:	
Approximate Direct Cost to Complete: (Labor and Non-Labor) Personal Time - Priceless	
Approval Process: (Does The Task Require Board Approval?) No, but EO will write response	
Assumptions: N/A	
Prepared by/ Date: Bender/Samuelson– September 2018	Approved By/ Date: