

FEMA National Advisory Council Meeting
Public Teleconference
December 16, 2010

This Executive Summary, submitted pursuant to the Federal Advisory Committee Act (FACA), contains a summary of the activities that took place during the National Advisory Council (NAC) teleconference on December 16, 2010. The complete transcript may be requested at FEMA-NAC@dhs.gov.

DRAFT EXECUTIVE SUMMARY

NAC Members Present:

Jim Featherstone, NAC Chair
Don Dunbar, NAC Vice Chair
Beth Armstrong
Ann Beauchesne
Paul Biedrzycki
Joe Bruno
Steve Cassidy

Bob Connors
Mark Cooper
Lee Feldman
Jane Halliburton
Chuck Kearns
Larry Larson
Bob Lay

David Miller
Ken Miller
Mike Phillips
Chuck Ramsey
Teresa Scott
Mary Troupe

FEMA Staff Present:

Alyson Price, Designated Federal Officer
Breese Eddy, Deputy Designated Federal Officer
Elizabeth Crossland, National Disaster Housing Task Force
Charles Gallagher, Individual Assistance
Deb Ingram, Assistant Administrator, Recovery
Steve Miller, Individual Assistance
Mark Mischak, Individual Assistance
Rafaela Monchek, Deputy Director, National Disaster Housing Task Force
Jason McNamara, Chief of Staff
Natacha Vacroux, National Disaster Housing Task Force
Mitch Wyllins, National Disaster Housing Task Force

Meeting:

The teleconference was called to order at 2:05 p.m. by Alyson Price, NAC Designated Federal Officer (DFO). The meeting was opened and presided over by Jim Featherstone, NAC Chair.

Call to Order and Roll Call: Alyson Price, NAC DFO

- As stated in the Federal Register Notice for this meeting, members of the public wishing to offer comment were asked to do so in writing by December 9th. The NAC Office received no comments.

Opening Remarks: Jim Featherstone, NAC Chair

- This teleconference was open to the public and meeting notes will be posted on the FEMA NAC website.
- Today's agenda will include a briefing from the National Disaster Housing Task Force staff on the Practitioner's Guide; followed by a Report Out from the Response &

Recovery Subcommittee given by Teresa Scott; and the remainder of the time will be for questions, discussion of the proposed recommendations, and finalizing any recommendations the Council would like to send to Administrator Fugate.

Briefing: National Disaster Housing Task Force (NDHTF), NDHTF Staff

- In 2009 the federal partners, with leadership from FEMA and HUD, developed the National Disaster Housing Strategy to form a housing task force and develop an implementation plan for the housing strategy: basically a work plan for the task force and Concept of Operations (CONOPS) for how the federal partners would interact in response to an event.
- The NDHTF provides a full-time, multi-agency focus on disaster housing related issues for the entire continuum of housing, including planning, preparedness, mitigation, and post-event sheltering, interim, and long-term housing. The NDHTF is made up of Federal partners—HUD, USDA, DOI, EPA, GSA, HHA, the National Council on Disabilities, and SBA.
- The NDHTF also developed the Practitioner’s Guide (PG) to serve as a guide for State and local emergency managers on available resources, how to access them, and how to develop State-led Disaster Housing Task Forces. The PG defines the roles, programs, and authorities of the Federal agency while discussing the shared responsibilities and cooperative efforts of the Federal, State, and local governments, the private sector, and volunteer agencies as part of providing disaster housing assistance. It was posted in the Federal Register and is out for public comment until January 10, 2011.
- In addition to the PG, the NDHTF developed the National Disaster Housing Database to serve as a database of Federal and national housing resources and recovery programs, searchable by type of event, population, jurisdictions, and providers. Staff hopes the database will go live in January 2011.
- The next steps for the NDHTF include focusing on ways to improve coordination at all levels of jurisdiction, how to best deliver assistance both before and after an event, and how to improve on existing programs

Council Discussion:

- Conducted roll call and confirmed the presence of a quorum.
- The Federal government should set the minimum standard for suitable housing and States can add standards.
- Whether the Federal or State government takes responsibility for the cost of implementation and compliance for any add-ons also need to be addressed.
- The PG should have more “how to” and less “what to do” so that it can be picked up by people and be used to actually solve a problem.
- With regard to functional accessibility, FEMA staff relayed that Individual Assistance (IA) programs are complying with ADA standards and has a couple documents on how they apply accessibility requirements into IA programs. Four groups representing accessibility issues on the task force include the Director for the Office of Disability Integration and Coordination at FEMA, DOJ’s Office of Civil Liberties, the Access Board, and the National Council on Disabilities.
- The PG can’t include everything but should contain enough detail to be an independent document and reference additional information.

- Housing itself is a particular issue and disaster exacerbates what may already be a critical situation in many communities or within a state. A way to keep the PG flexible for State and local use would be to incorporate a broad strategy of overarching principles that underscore the importance of what is outlined, such as accessibility, affordability, sustainability, safety and health, and environmental soundness.
- The PG should explain the decision making process for tackling problems in a variety of disaster housing situations. Even though the PG specifically relates to housing, it needs to integrate other State policies.

Response & Recovery Subcommittee Report: Teresa Scott, Subcommittee Chair

- The Response & Recovery Subcommittee held a teleconference on December 2, 2010 to discuss the PG and prepare recommendations to present to the full Council.
- Recommendations for discuss and Council decision include:
 - Recommendation 1: Revise the PG to provide a comprehensive operational, self-contained and user-friendly guide for its intended audience.
 - Recommendation 2: In order to obtain full operational support from the PG, add necessary operational detail to the PG from the NDHTF Concept of Operations (CONOPS), FEMA National Disaster Housing Strategy, National Disaster Housing Recovery Database to:
 - Identify NIMS compliant command structure for post disaster housing operations;
 - Establish roles and responsibilities and describe critical tasks for specific federal agencies;
 - Incorporate “unity of effort” for all levels of government and others operating within a defined structure;
 - Foster development of a single location where all participants operate under NIMS compliant structure to implement disaster housing recovery operations and solve problems based on shared objectives and planning; and
 - Describe the most efficient and effective federal housing programs that may be available as part of the post disaster housing menu of options. Data and descriptions that should be included in the Program Database are as follows:
 - Program Capacity—Dollar value of funding and timing
 - Target audiences—Description of eligible recipients
 - Availability—Timing and duration of program availability
 - Recommendation 3: The problem of post-disaster interim housing lends itself to a national solution and therefore FEMA and HUD must develop that national solution. The PG should reflect that approach and ensure that the PG describes in detail the pre-event planning role of each federal agency to:
 - Identify suitable interim housing designs for a range of affected communities, including rural, suburban and urban;
 - Approve interim housing manufacturers with the capacity to provide units in the numbers that will be required following a disaster; and
 - Articulate the capacity of each federal agency to build interim housing for a range of affected communities including rural, suburban and urban.
 - Recommendation 4: The PG relies in large part on the creation, development and operation of State Led Disaster Housing Task Forces (SLDHTFs). The PG must describe which federal agency has the responsibility to foster the creation of

SLDHTFs and ensure their viability and successful operation and describe how the responsible federal agency will support the SLDHTF once created.

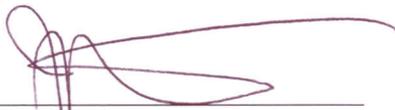
- Recommendation 5: Ensure consistency between the PG and the NRF as each relates to issues of “unity of effort.”
- Conducted a third roll call and confirmed the presence of a quorum.
- The NAC reached a consensus and decided to forward the five recommendations.

Closing Remarks: Jim Featherstone, NAC Chair

- Thanked Rafaela Monchek, Commissioner Joe Bruno, and Teresa Scott for their efforts.
- These five recommendations on the National Disaster Housing Task Force’s (NDHTF) Practitioner’s Guide to Disaster Housing will be forwarded to the FEMA Administrator.
- The next NAC Public Meeting will be held on January 26-27, 2011 in Washington, DC.

The meeting was adjourned at 3:05 pm by Alyson Price, DFO.

I hereby certify that, to the best of my knowledge, the forgoing minutes are accurate and complete.



Jim Featherstone
Chairman
National Advisory Council