

COSTEP MA Meeting

September 19, 2013
10:00 am to 12:00 pm

Massachusetts State Archives
220 Morrissey Blvd.
Boston, MA 02125

Agenda

- Call to Order and Welcome
- Approval of Minutes
- Update on the creation of Standard Operating Procedures and Guidelines (SOP/SOG)
- Massachusetts Interlocal Insurance Association (MIIA) presentation
- FEMA Region 1 Update
- NEDRIX (Northeast Disaster Recovery Information X-Change)
- MEMA update
- Association for Preservation Technology International – Northeast Chapter
- Community Meetings
 - Haverhill
 - Salem
 - Framingham
 - Natick
 - Other Communities
 - Community Meeting framework
- Updates
 - IPER Course
 - Laura Bush 21st Century Library Grant
 - NEMA conference
 - Archivists Round Table of Metropolitan New York Symposium
 - Mass Historical Preservation Conference
 - New England Library Association
 - Great NorthEast Shakeout
 - High Watermark Seminar and Tabletop Exercise
 - Boston Hazard Mitigation Plan
 - Colorado Flooding
 - Annex update
- Nominating Committee

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Minutes

Attendance

Priscilla Anderson (Harvard); Bill Barry (APT); Martha Clark (MA Archives); Mike Cusack (MIIA); Jennifer Fauxsmith (MA Archives); Lori Foley (Heritage Preservation); Kathy Griffin (MA Historical Society); Andy Grilz (HMGP grant, NEMA); Ben Haavik (Historic NE); Scott Kehoe (MA Library System); Jim McLoughlin (MEMA); Veronica Martzahl (secretary, MA Archives); Ryan Potosnak (FEMA); David Stowe (NEDRIX); Elaine Sudanowicz (Mayor's OEM – Boston); Jack Sullivan (FEMA); Gregor Trinkaus-Randall (co-chair, MBLC); Ann Marie Willer (MIT);

Call to Order and Welcome

Gregor Trinkaus-Randall called the meeting to order at 10:10 am. The attendees introduced themselves and gave information on their institutional affiliations.

Approval of Minutes

The minutes from the May 23, 2013, meeting were unanimously approved.

Update on the creation of Standard Operating Procedures and Guidelines (SOP/SOG)

Jim McLoughlin of MEMA reported that the skeleton of the SOP document is completed. There are also several Annexes that further define roles and responsibilities and provide form templates. It is his recommendation that the draft be presented to a small group for additional clarification on a number of sections before it is presented to the group at large. Gregor will work with Jim to determine timing and group composition for this review work.

Massachusetts Interlocal Insurance Association (MIIA) presentation

Mike Cusack from MIIA introduced the group to his organization and the work they do with disaster preparedness and mitigation for municipalities. MIIA is the non-profit insurance arm of the Massachusetts Municipal Association (MMA), insuring over 400 cities, towns, and other

public entities in Massachusetts. Much of the discussion focused on the National Flood Insurance Program and changes that are being rolled out due to the Biggert-Waters Act and remapping of flood plains. See Appendix A for a FAQ from Jack Sullivan at FEMA on how Biggert-Waters will impact historic properties that are now in flood plains. The group also discussed how once cultural institutions are added to the GIS mapping at MEMA COSTEP MA can reach out to groups that are now in flood plains to discuss mitigation with them.

Jack suggested that determining one's flood plain status should be added to dPlan.

FEMA Region I Update

Jack distributed a FEMA Region I All Hazards Plan Quick Reference Fact Sheet for Natural and Cultural Resources and walked the group through the new structure for including Environmental Historical Advisors within Incident Management Assistance Teams. While this structure has not been fully described, nor has it been tested in the field, the inclusion of this team member demonstrates how much progress has been made in institutionalizing cultural and natural resources into the response and recovery processes.

The group also discussed ways of incorporating questions specific to cultural resources into the Preliminary Damage Assessment teams. A strong possibility would be to provide the MEMA escorts that go out with the PDAs with a list of questions that they could be looking into to determine potential damage. The Cultural Triage Officer in the area would also be a resource for collecting this information and directing PDAs to locations with damage.

Ryan Potosnak of FEMA offered to share the types of questions he asks when out with a team as a basis for a MEMA form. Once that is received, the Executive Committee will convene a sub-group to finalize questions to propose to Jim McLaughlin who will then bring them back to MEMA.

Additionally, the group discussed credentialing in an emergency situation so that COSTEP MA members could access a disaster site. Jack stated that he spoke with a representative of the Law Enforcement ESF who stated that uniform credentials that will be accepted by incident commanders on the ground are just about impossible. He recommended having connections through the EOC that could contact people on site to authorize access. The conversation also highlighted the importance of the community meetings so that EMDs know who COSTEP MA members are in advance of an emergency and aren't surprised by their presence.

NEDRIX (Northeast Disaster Recovery Information X-Change)

David Stowe presented on NEDRIX, a non-profit organization that provides continuity and crisis management professions access to real time governmental agencies information during a crisis or event through the coordination of bi-directional communications to their members and back to governmental agencies. They represent the Private Public Sector group and ESF 5, with a seat at the EOC during mobilization.

NEDRIX is hosting an annual conference in October in Rhode Island and additional information is available at nedrix.com.

MEMA update

Ben Hiltunen was unable to attend so Gregor presented a report on his behalf. MEMA has added a new GIS Coordinator, Anna Sobiewska. Gregor, Ben, Anna, and Paul Holloway met to discuss picking up the project of adding culture institutions to the GIS maps. Jennifer Fauxsmith has her interns working on updating information from the Connecting to Collections database to provide institutional information to MEMA. This information may also prove useful for Jack at FEMA.

Association for Preservation Technology International – Northeast Chapter

Bill Barry from the Association for Preservation Technology International introduced the group to his organization. APT is a cross-disciplinary, membership organization dedicated to promoting the best technology for conserving historic structures and their settings. Members of the group have extensive experience with planning for adverse events as well as with response and recovery. They have an annual meeting and conference coming up in February 2014 and a call for papers will be coming out soon. The Northeast Chapter includes New England, New York State, and upper New Jersey. The consensus of the group is that APT is a perfect COSTEP MA partner and brings a much-needed set of expertise of the built environment to the table.

Community Meetings

Haverhill

Andy Grilz stated that the first Haverhill meeting was on June 20, 2013, and a second meeting of a core group is being scheduled, probably for the second week of October.

Salem

Julie Arrison has accepted the position as the first Cultural Triage Officer in a community. She and the group are developing a regular series of events to include a meeting/presentation in the fall and a tabletop exercise in the spring. Sara Wolf from the National Park Service will be speaking to the group on November 19, 2013.

Framingham

Andy met with the Framingham EMD who is very enthusiastic about COSTEP MA. Andy is working with a list of 50-60 potential organizations to invite.

Natick

Andy has a meeting in Natick with the EMD on October 3, 2013.

Other Communities

Falmouth and Harwich are next on the list.

Community Meeting framework

Andy will be meeting with consultant Beth Patkus for writing the community meeting framework. We may need more community meetings before any real conclusions about what does or does not work.

Updates

IPER Course

Gregor and Michael Comeau are in the process of setting up another round of IPER courses in January and June 2013

Laura Bush 21st Century Library Grant

A proposal was submitted on September 6, 2013. If funded, the grant would support a 6-session series of trainings around Preservation, Risk Assessment, Disaster Planning and Preparedness, Disaster Response, and Salvage. Two of these sessions would be held at the Fire Academy and would include a live burn.

NEMA conference

The upcoming New England Museum Association conference is planned for Bristol, Rhode Island, in November. There will be a regional COSTEP meeting on Tuesday, November 12, 2013, in the afternoon.

Archivists Round Table of Metropolitan New York Symposium

The COSTEP MA proposal to the Archivists Round Table of Metropolitan New York's symposium on Disaster Planning for Archives and their Communities has been accepted. The session will be on October 7, 2013, and Gregor will be presenting.

Mass Historical Preservation Conference

On October 18, 2013 Ben Haavik, Michael, and Gregor will be participating in a panel discussion at the Mass Historic Preservation Conference.

New England Library Association

There is also a meeting in November of the New England Library Association where there will be a presentation on broader regional activities.

Great NorthEast ShakeOut

The Great NorthEast ShakeOut event is scheduled for October 17, 2013, at 10:17 in the morning. More information is available at www.shakeout.org.

High Watermark Seminar and Tabletop Exercise

A meeting occurred at the Mass Archives on September 9, 2013, to discuss an upcoming seminar and tabletop exercise that is being planned by NOAA, MEMA, and the City of Boston. The goal is to map a high-water scenario for Boston Harbor. There is the possibility that the Mass Archives could host the tabletop during the week of November 18, 2013.

Boston Hazard Mitigation Plan

The Boston Hazard Mitigation Plan presents a strategy for reducing the City's vulnerability to the impacts of natural hazard and climate change events, such as heat waves, flooding, hurricanes, and winter storms. The BCC held a review of the Plan on September 18, 2013, at 6pm, City Hall, Room 801. The Plan is available for review at <http://www.cityofboston.gov/environment/mitigationplan.asp>

Colorado Flooding

Lori Foley updated the group on reports she is receiving through the Colorado cultural heritage emergency network, the Colorado Cultural and Historic Resources Alliance, regarding the flooding in Colorado.

Annex update

The Annex to the State Plan has been updated and passed along to Ben Hiltunen at MEMA.

Nominating Committee

Elections are quickly approaching, and we need volunteers for a Nominating Committee.

Next Meeting

November 14, 2013

10:00 am

Massachusetts State Archives

Appendix A – Biggert Waters FAQ for Historic Buildings

1. Does the Biggert Waters Flood Insurance Reform Act of 2012 (Biggert Waters 12) offer exceptions or exemptions for historic buildings?

Biggert Waters 12 makes no special provisions or exceptions for historic buildings. For rating purposes, historic buildings are to be treated the same as any other Pre-FIRM properties.

2. How does Biggert Waters 12 impact the premiums for flood insurance policies for historic buildings?

Section 100205 of Biggert Waters 12 requires the phase-in of full risk rates for the following types of property: non-primary residences; business properties; severe repetitive loss (SRL) properties; properties for which claims payments exceed the fair market value; and substantially damaged or improved properties. Additionally, Section 100205 requires the immediate application of full risk rates to new policies, lapsed policies, and policies for property that are sold to a new owner since the enactment of Biggert Waters 12. Any currently subsidized policies for historic buildings meeting the criteria established in Section 100205 will see premium rate increases. Those structures will incur a rate increase of 25 percent per year until full actuarial rates are achieved.

3. If a historic building is a primary residence, what impact will this have on its flood policy premium?

All primary residences – including historic buildings – that were built before the initial Flood Insurance Rate Map (Pre-FIRM), and that are located in special flood hazard areas (flood zones A, AE, AH, AO, A1-A30, V, VE, V1-V30) and D zones will see a 16 to 17 percent increase effective on or after October 1, 2013, in order to reduce the amount of subsidy being applied to these. This percentage increase is based on actuarial analysis and includes a 5 percent Reserve Fund assessment being applied to all policies, excluding Preferred Risk Policies. The Reserve Fund assessment is mandated under Section 100205.

4. Is it possible to get an exemption from the mandated rate increases for a historic building?

No. FEMA does not have the statutory authority to exempt historic buildings from the mandated rate increases of Section 100205.

5. **Did Biggert Waters 12 modify or address any aspect of the National Flood Insurance Program's floodplain management provisions pertaining to historic structures?**

No. Biggert Waters 12 did not modify or address any aspect of the NFIP floodplain management provisions pertaining to historic structures.

6. What are the NFIP floodplain management provisions that pertain to historic structures?

The NFIP contains two provisions that provide relief for “historic structures” in Special Flood Hazard Areas from the NFIP floodplain management regulations for new construction and substantial improvements/substantial damage. The two provisions include:

- (1) The definition of “substantial improvement” at 44 CFR 59.1, states, *“alteration to an ‘historic structure’ does not constitute a “substantial improvement”, provided that the alteration will not preclude the structure’s continued designation as an “historic structure”*. The same also applies to “historic structures” that have been “substantially damaged”.
- (2) The other provision of the NFIP floodplain management regulations that provides relief for “historic structures” is 44 CFR 60.6(a). This provision states that *“Variances may be granted for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure’s continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.”*

7. How does the NFIP define historic structures?

Under the Definition section of the NFIP [44 Code of Federal Regulations (CFR) Part 59], “historic structure” is defined as *“any structure that is:*

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;*
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district;*
- (c) Individually listed on a State inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or*
- (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:*
 - (1) By an approved State program as determined by the Secretary of the Interior, or*
 - (2) Directly by the Secretary of the Interior in States without approved programs.”*

8. How can NFIP communities provide relief for historic structures?

Communities have the option of using either the substantial improvement definition or variance provision, as defined above, for addressing the unique needs of “historic structures”.

Communities should adopt only one of the options. In either case, “historic structures” can be excluded from the NFIP elevation and flood proofing requirements. However, if plans to substantially improve or repair a substantially damaged “historic structure” would result in loss of its designation as an “historic structure”, the structure would be required to meet the NFIP floodplain management regulations.

FEMA has published the National Flood Insurance Program Floodplain Management Bulletin, Historic Structures, FEMA P-467-2, May 2008, This Bulletin addresses the NFIP floodplain manage provisions

related to historic structures, subsidized flood insurance, and mitigation measures that can be taken to minimize damages to designated historic structures. This Bulletin will be updated to reflect the changes in BW 12