



# PIPA Communication Team Meeting Notes

July 17, 2013

## Participants

(See participants list below.)

## Meeting Agenda / Objectives / Discussion Topics

- Discuss Annual Planning Meeting
  - Logistics
  - Draft Agenda
  - Preparation
- Discuss Revised Hazard Mitigation Primer

## Discussion Notes

- August 6-7 Annual Planning Meeting
  - Here are nearby hotels (the first one is a safe walking distance from US DOT, the second is a long walk and crosses a very busy street and the only restaurant nearby is McD's – would not recommend staying there). As far as I am aware, there are no other hotels within walking distance.

The Navy Yard Metro (green line) is across the street from US DOT so any hotel near a Metro stop works well:

### [Courtyard Washington Capitol Hill/Navy Yard](#)

140 L Street SE · Washington, District Of Columbia 20003

<http://www.marriott.com/hotels/travel/wasny-courtyard-washington-capitol-hill-navy-yard/>

### Capitol Skyline

10 I Capitol South Street, SW

Washington, DC 20001

(202) 484-0415

<http://www.mapquest.com/places/skyline-inn-279749913/>

Also a link to directions to US DOT and location of parking lots nearby <http://www.dot.gov/directions>

o Agenda for August meeting

<b>Aug 6, 2013</b> 8:30 AM until 4:30 PM	
8:30 am	Coffee and Bagels
9:00 am	Welcome & Introductions - <b>Jeff Wiese</b> , US DOT PHMSA Associate Administrator for Pipeline Safety
9:20 am	Review of PIPA Recommended Practices and Risk Report
10:20 am	Review evolution of PIPA Communication Plan & Communication Plan Tenets (e.g. institutionalize land planning near pipelines)
11:30 am	Lunch
12:30 pm	<b>Anna Osland</b> - An Analysis of Land Use Planning Surrounding Hazardous Liquid and Natural Gas Transmission Pipelines in North Carolina (Dissertation)
1:30 pm	<b>Kathy Smith</b> – FEMA (answer questions about FEMA/HMPs, other ways to work with FEMA, ideas on communication with emergency managers and pipeline operators about HMPs)
3:00 pm	Primer for emergency management/hazard mitigation managers regarding pipelines. Discuss communication plan for hazard mitigation primer.
4:30 pm	Optional After Hour Meet Up ( <a href="#">fyi</a> - Nationals play the Atlanta Braves at 7:05 PM) <a href="#">Park Tavern</a> - 202 M Street SE <a href="#">Gordon Biersch</a> - 100 M St. SE
<b>Aug. 7, 2013</b> 8:30 AM until 2:30 PM	
8:30 am	Technical Assistance Grants related to PIPA
	1. <a href="#">NACo</a> 2012 Grants (Jen Horton, Program Manager, Infrastructure and Sustainability, <a href="#">NACo</a> )
	2. PST Grants?
	3. Other PIPA related TAGs 2012
	Discuss strategy and develop communications plan for next year. <ul style="list-style-type: none"> <li>• Review of previous implementation plan/target audience and previous "Idea List"</li> <li>• Hits to PIPA website</li> <li>• Team Member Recruitment</li> <li>• Re-engagement of/update to previous PIPA participants</li> </ul>
11:30 pm	Lunch
12:30 pm	Communication plan discussion continues
2:30 pm	Close Meeting

- Hazard Mitigation Primer
    - Still need case studies on local government authority.
    - **Q:** When will Primer be ready to send out for constituent comments? **A: Another revision ready tomorrow but agreement on waiting until after annual meeting to send out to organizations for review.**
    - Team members should be prepared to discuss concerns about Primer at August meeting.
    - Refocus on PIPA Recommended Practices
    - Review of revised structure of draft Primer.
      - Focus on land planning and how hazard mitigation ties in.
      - Make scope of transmission lines obvious upfront.
      - Discuss FEMA inclusion of technological hazards.
      - Four areas of hazard mitigation plan development:
        - Organize Resources
        - Assess Risks
          - (**Comment:** add reference that four basic components of the risk assessment are from FEMA)
          - (**Comment:** Info for local governments to get risk info is not always available.)
          - (**Comment:** Is it feasible to describe PHMSA's actions to advise/require operators to provide pipeline info.)
          - (**Comment:** Details of PHMSA's directive in that regard have not been worked out.)
          - (**Comment:** Issue of local governments granting permits for activities/building on pipeline ROW without operator knowledge, especially where private and public easements overlap. Example, platting of public ROW (road) over transmission pipeline ROW. Sharing/discussing the issue of potential risk/impact of pipeline incident is more important than the actual numbers of, for example, a PIR.)
          - (**Comment:** Info that local governments have no jurisdiction over transmission pipelines should be explicit upfront in the document.)
          - (**Comment:** Add an indication that land development work done near a pipeline ROW could directly impact a pipeline. For example, work that causes earth movement and flooding.)
          - (**Comment:** Tables and data in draft should reflect most recent info/data. E.g., Pipeline Basics mileage figures. Embed hyperlinks to data sources.)
        - Develop a Mitigation Plan (Includes: Identify mitigative actions from PIPA RPs, and perform capability assessment)
        - Implement Plan and Monitor Progress
      - Appendices
- Another revision to be sent tomorrow by Julie for discussion at August meeting.

## Comm Team Meeting Participants

Participated	Name	Represents	Company	Email
Y	Cynthia Munyon	NAPSR	Iowa Utilities Board	<a href="mailto:cynthia.munyon@iub.iowa.gov">cynthia.munyon@iub.iowa.gov</a>
Y	Julie Halliday	PHMSA	PHMSA	<a href="mailto:Julie.Halliday@dot.gov">Julie.Halliday@dot.gov</a>
	Andrew Kohout	FERC	Federal Energy Regulatory Commission	<a href="mailto:andrew.kohout@ferc.gov">andrew.kohout@ferc.gov</a>
	Doug Sipe	FERC	FERC	<a href="mailto:douglas.sipe@ferc.gov">douglas.sipe@ferc.gov</a>
	Jen Horton	NACo	NACo	<a href="mailto:Jen.Horton@naco.org">Jen Horton (jhorton@naco.org)</a>
Y	James Davenport			<a href="mailto:jsgd3arlington@gmail.com">jsgd3arlington@gmail.com</a>
	Chuck Lesniak	NLC	City of Austin, TX	<a href="mailto:chuck.lesniak@austintexas.gov">chuck.lesniak@austintexas.gov</a>
	Julia Pulidindi	NLC	National League of Cities	<a href="mailto:pulidindi@nlc.org">pulidindi@nlc.org</a>
	Debbie Bassert	NAHB	National Association of Home Builders	<a href="mailto:dbassert@nahb.org">dbassert@nahb.org</a>
	Claire Worshtil	NAHB	NAHB	<a href="mailto:cworshtil@nahb.org">cworshtil@nahb.org</a>
	Erika Lee	CGA	Common Ground Alliance	<a href="mailto:erikaa@commongroundalliance.com">erikaa@commongroundalliance.com</a>
Y	Rebecca Craven	PST	Pipeline Safety Trust	<a href="mailto:rebecca@pstrust.org">rebecca@pstrust.org</a>
	Carl Weimer	PST	Pipeline Safety Trust	<a href="mailto:carl@pstrust.org">carl@pstrust.org</a>
Y	Larry Springer	API	Enbridge Energy Co., Inc.	<a href="mailto:larry.springer@enbridge.com">larry.springer@enbridge.com</a>
Y	Jim Ryan	INGAA	Williams	<a href="mailto:Jim.ryan@williams.com">Jim.ryan@williams.com</a>
	Andrea Grover	INGAA	Spectra Energy	<a href="mailto:ADGrover@spectraenergy.com">ADGrover@spectraenergy.com</a>
	Dwayne Teschendorf	INGAA	Spectra Energy	<a href="mailto:DETeschendorf@spectraenergy.com">DETeschendorf@spectraenergy.com</a>
Y	Susan Waller	INGAA	Spectra Energy	<a href="mailto:SDWaller@spectraenergy.com">SDWaller@spectraenergy.com</a>
Y	Junaid Faruq	AGA	American Gas Association	<a href="mailto:jfaruq@aga.org">jfaruq@aga.org</a>
Y	Perry Cloyd	AGA	Vectren	<a href="mailto:pcloyd@vectren.com">pcloyd@vectren.com</a>
	Chuck Kanoy	AGA	Vectren	<a href="mailto:bckanoy@vectren.com">bckanoy@vectren.com</a>
Y	Anna Osland	Academia		<a href="mailto:oslanda@gmail.com">oslanda@gmail.com</a>
	Van McClendon	Public, Local Government	Pulaski County, AR, Planning & Development	
Y	Herb Wilhite	Cycla	Cycla Corporation	<a href="mailto:herbw@cycla.com">herbw@cycla.com</a>

### Additional Distribution List:

Lydia Meigs [lmeigs@ag.org](mailto:lmeigs@ag.org) AGA

Karen Hassek [Haasek@api.org](mailto:Haasek@api.org) API

Karen Simon [simonk@api.org](mailto:simonk@api.org) API

Christi Murray [Christie.murray@dot.gov](mailto:Christie.murray@dot.gov) PHMSA

## Meeting Agenda/Slides:

# July PIPA Teleconference

### In-person planning meeting date

- Aug. 6 (8:30 AM until 4:30 PM)
- Aug. 7 (8:30 AM until 2:30 PM)

### Hotel Location

Westin Arlington Gateway

801 Glebe Road

Arlington, VA.

Phone (703) 717-6200

Block of rooms is under the title, "DOT Public Meetings." \$169/night

### Meeting Location

Room 5- DOT Conference Center, West Building

1200 New Jersey Ave. SE

Washington, DC 20590

Julie's Office 202-366-0287 and cell 703-585-5791

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# Primer

**FEMA**

What are you looking for?

- Risk Assessment
- Resources
- FAQs
- Training
- Contacts
- Plan Status
- ▶ Hazus
- ▶ Dam Safety
- Managing Floodplains
- ▶ Earthquake
- Protecting Your Businesses
- National Preparedness
- Preparedness (Non-Disaster) Grants

## Mitigation Planning "How-To" Guides

These guides explain specific planning topics in and provide adaptable tools to meet or exceed FEMA's requirements.

1. [Getting Started: Building Support For Mitigation Planning \(FEMA 386-1\)](#)
2. [Understanding Your Risks: Identifying Hazards And Estimating Losses \(FEMA 386-2\)](#)
3. [Developing The Mitigation Plan: Identifying Mitigation Actions And Implementing Strategies \(FEMA 386-3\)](#)
4. [Bringing the Plan to Life: Implementing the Hazard Mitigation Plan \(FEMA 386-4\)](#)
5. [Using Benefit-Cost Review in Mitigation Planning \(FEMA 386-5\)](#)
6. [Integrating Historic Property and Cultural Resource Considerations into Hazard Mitigation Planning \(FEMA 386-6\)](#)
7. [Integrating Manmade Hazards Into Mitigation Planning \(FEMA 386-7\)\\*\\*](#)
8. [Multi-Jurisdictional Mitigation Planning \(FEMA 386-8\)](#)
9. [Using the Hazard Mitigation Plan to Prepare Successful Mitigation Projects \(FEMA 386-9\)](#)

\*\* FEMA provides state and local governments with preparedness program funding in the form of Non-Disaster Grants to enhance the capacity of state and local emergency responders to prevent, respond to, and recover from a weapons of mass destruction terrorism incident involving chemical, biological, radiological, nuclear, and explosive devices and cyber attacks. For more information, please see the [Preparedness Grants Program](#) page. To find funding opportunities with other Federal agencies, please visit the [Catalog of Federal Domestic Assistance web site](#).

<http://www.fema.gov/hazard-mitigation-planning-resources>

## Primer – Still Need to....

- Case Studies on local government authority
- Editing
  - Info about IMP Risk Model
  - Incorporate references to PIPA RPs
  - Remove redundancies