

CHARTER

Seismic Safety Subcommittee

I. Name

The name of the subcommittee shall be “Seismic Safety Subcommittee,” hereafter referred to as the Subcommittee.

II. Authority

The Subcommittee is authorized and empowered by the laws contained in Chapter 38.52.040 of the Revised Code of Washington (RCW) as a designated subcommittee of the Emergency Management Council, hereafter referred to as the Council.

III. Purpose

The Charter identifies the Subcommittee’s responsibility with respect to preparing and submitting to the Council statewide strategies, policies, and recommendations that address seismic hazard and risk through mitigation, preparedness, response, and recovery activities. This will be established through a collaborative effort and consensus of committee members representing experts from organizations across the state and stakeholders.

The Subcommittee:

- A. Identifies and promotes existing state, local, tribal, and regional mitigation initiatives that model implementation of committee-advocated strategies.
- B. Coordinates the development of a statewide strategy for reducing seismic risk through outreach, mitigation, preparedness and response.
- C. Promotes an effective and coordinated mechanism to assess and disseminate hazard and risk information.
- D. Identifies resource opportunities to include but not limited to funding, equipment, staffing, and technology.
- E. Establishes Work Groups within the Subcommittee to develop policy or legislative recommendations on specific seismic risk reduction topics, including but not limited to unreinforced masonry, school seismic safety, ShakeAlert implementation, infrastructure route hardening, tsunami vertical evacuation structures, critical facilities, and other recommendations identified in the Resilient Washington reports.

- a. Established Work Groups shall provide written reports of their activities and final recommendations to the Subcommittee for review. Approved and final Work Group Reports will be submitted by the Subcommittee Chair to the Council for consideration no later than two weeks prior to quarterly Council meetings.
- b. Work Groups are encouraged to consult key external partners to ensure broad support and considerations are incorporated into policy recommendations.
- F. Provides a forum for general coordination and the exchange of information among federal, state, local, and private entities
- G. Recommends legislation and policy changes to reduce seismic risk.
- H. Develops a methodology for an annual assessment report of statewide implementation of seismic risk reduction improvements, deficiencies and needs to the Council using a consistent format and method.
- I. Evaluates and prioritizes recommendations on the basis of cost-benefit to the life safety, property, environment, and economic vitality of the state.

IV. Mission

The Seismic Safety Subcommittee advises the Governor through the Emergency Management Council on all matters pertaining to seismic resilience in Washington.

V. Vision

A comprehensive approach to seismic resilience that synergizes efforts across state agencies and with local partners to mitigate risks associated with the hazards associated with earthquakes.

VI. Scope

- A. Complete an annual report of state, local, and tribal seismic resilience and preparedness for the Governor through the Council.
- B. Through Subcommittee Work Groups, provide policy or legislative recommendations or reports of findings related to reduction of specific seismic risks.

VII. Deliverables

- A. Subcommittee members should actively engage with their respective agencies, disciplines and/or constituent group(s) to seek those bodies' input, and share with those groups Subcommittee information, outcomes, and decisions.

- B. Subcommittee members should maintain a working knowledge of core legal, policy, and operational documents.
- C. The Subcommittee will provide written recommendations to the Council regarding all results of Work Groups and will submit quarterly and annual review updates to the Council.
- D. Subcommittee members should participate in workgroups as appropriate for their experience, skills, interest, and availability.

VIII. Membership

- A. Membership of the Subcommittee should include a broad array of state, local, federal, and private seismic experts and entities critical to seismic safety in Washington State.
 - a. The members of the subcommittee shall include, but not be limited to:
 1. Washington Emergency Management Division
 2. Washington Department of Natural Resources—Washington Geological Survey
 3. Pacific Northwest Seismic Network
 4. Federal Emergency Management Agency—Region 10
 5. U.S. Geological Survey—Earthquake Hazards Program
 6. Washington State Department of Transportation
 7. University of Washington—Civil and Environmental Engineering Department
 8. Office of the Superintendent of Public Instruction
 9. Cascadia Region Earthquake Working Group
 10. Structural Engineer’s Association of Washington
 11. Earthquake Engineering Research Institute
 12. Washington Association of Building Officials
 13. Washington Department of Architectural and Historical Preservation
 14. Department of Commerce
 15. American Society of Civil Engineers
 16. Washington State Legislature
 17. Federally Recognized Tribe
 - b. Key partners will be consulted as needed should projects on special topics be started, including but not limited to:
 1. Washington Department of Health
 2. Office of the Insurance Commissioner
 3. Washington Department of Ecology
 4. Pacific Marine Environmental Laboratory/NOAA

5. Washington SeaGrant
6. University of Washington—Department of Applied Mathematics
7. Northwest Seaport Alliance
8. Washington Department of Fish and Wildlife
9. Washington State Parks
10. Washington Utilities and Transportation Commission
11. Washington Environmental Justice Council
12. Office of Financial Management

- B. The Subcommittee shall have one Chair and Vice Chair from within the Subcommittee membership.
- a. The Subcommittee Chair will be a two-year term alternately filled by the representatives from the Washington Emergency Management Division and Washington Department of Natural Resources Washington Geological Survey. The Chair will:
1. Schedule and preside at Subcommittee meetings, and plan and formulate the agenda for the meetings.
 2. Assign a delegate to schedule and preside at Subcommittee meetings in their temporary absence.
 3. Establish Work Groups.
 4. Submit recommendations from the Subcommittee to the Council.
 5. Attend Council meetings or assign an appropriate delegate.
 6. Perform other duties as may be necessary for the effective operation of the Subcommittee and its responsibilities.
- b. The Vice Chair shall act as the Chair in the Chair's absence.

IX. Leadership of the Subcommittee

- A. Subcommittee Chairs shall alternate every two years between representative members from both the Washington Emergency Management Division and the Washington Department of Natural Resources Washington Geological Survey. The transfer of the Chair between agencies will occur at the first meeting of odd calendar years.
- B. If the current Chair or Vice Chair is unable to complete their term, the Chair or Vice Chair may delegate to an alternate representative or any other designee from either agency as is appropriate.

X. Meetings

- A. Schedule: The Chair shall schedule quarterly meetings for the following calendar year.

- B. Special Meetings: Special meetings may be called by the Chair or Vice Chair as deemed appropriate, or upon a special request of at least three Subcommittee members.

XI. Work Groups

- A. The Subcommittee will create Work Groups as needed to address issues and projects that are of interest to the group and that will be completed within a finite period-of-time but may span several years. Formation of a Work Group requires a simple majority vote held by the Subcommittee Chair.
- B. Ad hoc committees, Subcommittees, and Work Groups will provide a written report to the Chair three weeks prior to a scheduled Subcommittee meeting. Disbandment of Work Groups requires a simple majority vote of the Subcommittee.
- C. All Work Groups will adopt a Work Plan and/or Charter that shall include at a minimum: name, purpose, membership, meeting schedules, scope, deliverables, annual review, and adoption date.

XII. Amendments

The Charter may be amended, repealed, altered, in whole or in part, or a new Charter adopted by a simple majority vote of the entire Subcommittee at any Subcommittee meeting provided that a copy of the proposed amendment be sent to each subcommittee member at least thirty days prior to the meeting.

XIII. Adoption Date and Annual Review

- A. Adoption Date: December 8, 2022
- B. An annual review is due each November.