

Mitigation Framework Leadership Group (MitFLG) Charter

DRAFT

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1.0 Authorities and Oversight

The Mitigation Framework Leadership Group (MitFLG) is hereby established in support of and consistent with the National Preparedness Goal (NPG), the Presidential Policy Directive-8 (PPD-8), the Post Katrina Emergency Management Reform Act, (PKEMRA), including 6 U.S.C. §313, 314, 321, and 743. PPD-8 directs DHS and FEMA to take action consistent with the authority of PKEMRA. PPD-8 directs Federal departments and agencies to take specific action to mitigate risk and coordinate the Federal family. The establishment of MitFLG is also consistent with the establishment of the National Preparedness System (NPS), Presidential Policy Directive-1 (PPD-1), and Title VII of the Department of Homeland Security (DHS) Appropriations Act, 2007, Pub. L. 109-295, 120 Stat. 1355 (2006), as amended. Nothing about the formation and operation of the MitFLG is intended to alter or impede Federal departments or agencies from carrying out their specific authorities or performing their responsibilities under all applicable laws, Executive Orders, regulations, and directives. Nothing in this Charter is intended to interfere with the authorities of any departments or agencies with regard to direction, conduct, control, planning, organization, equipment, training, exercises, or other activities. Executive departments and agencies shall carry out their responsibilities as MitFLG members consistent with applicable legal authorities subject to the availability of appropriations.

Consistent with PPD-1: Organization of the National Security Council System, the MitFLG will coordinate through the National Security Council Interagency Policy Committee/Domestic Resilience Group (NSC IPC/DRG).

2.0 Purpose and Scope

This charter provides the framework for the establishment and structure of the MitFLG, a national coordinating structure focused on integrating Federal efforts to deliver Mitigation core capabilities identified in the National Mitigation Framework (NMF). The MitFLG will work to create a national culture shift that embeds risk management and mitigation in all planning, decision making, and development to the extent practicable. Through the active engagement of intergovernmental leadership, the MitFLG will work to improve the efficiency and effectiveness of Federal interagency operations regarding how the Nation manages risk through Mitigation core capabilities.

As a senior level group that promotes coordination of mitigation efforts across the Federal Government, MitFLG is responsible for assessing the effectiveness of Mitigation core capabilities as they are developed and deployed across the Nation. To that end, the MitFLG facilitates information exchange, coordinates policy implementation recommendations on national-level issues and oversees the successful implementation of the NMF. MitFLG also coordinates with FEMA's National Preparedness Directorate to inform the annual National Preparedness Report on the progress being made toward developing and maintaining the performance objectives required to provide the core capabilities for mitigation identified in the Goal.

3.0 Leadership

In support of PPD-8 requirements, implemented consistent with the PKEMRA, as codified at 6 U.S.C. 743-744, the MitFLG leadership consists of the following personnel:

- **Chair:** Chaired by the Administrator of FEMA or designee, the Associate Administrator of the Federal Insurance and Mitigation Administration, in consultation with DHS leadership.

- **Secretariat:** A Senior official from a Federal member department or agency who serves as the primary point of contact for coordination of all MitFLG activity. The Secretariat position shall rotate, on an annual basis, among the members representing the listed Primary Federal Membership (or a subset of the listed Primary Federal Membership) in the order agreed upon by the MitFLG. The Chair and Secretariat should be representatives of different departments or agencies.

4.0 Membership

The MitFLG includes relevant local, state, tribal, territorial, insular area, and Federal government representatives, balanced to ensure appropriate integration of Federal mitigation efforts across the whole community. The MitFLG membership includes Federal department and agency senior officials who can speak authoritatively on behalf of their respective government organizations. These members should be designated by their respective organizations.

Primary Federal Membership

Federal membership will consist of a senior-level representative designated by their respective department or agency for each participating member. Federal membership includes, but is not limited to:

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Environmental Protection Agency
- General Services Administration
- Department of Health and Human Services
- Department of Homeland Security
- Department of Housing and Urban Development
- Department of the Interior
- Department of Justice
- Small Business Administration
- Department of Transportation

Other Federal Membership

The charter can be amended to include other Federal departments and agencies as participating members as agreed upon by the MitFLG and approved by the DRG. The charter may also be amended, following the same procedures, to include representatives from other Federal coordinating structures. In addition to National Security Staff, other White House Offices, including Office of Science and Technology Policy, Council on Environmental Quality, Office of Management and Budget and others as appropriate should be consulted to recommend, as needed, the appropriate level of interaction with the other mitigation related coordinating structures.

Local, State, Tribal, Territorial, and Insular Area Government Membership

The MitFLG will include elected representatives from local, state and tribal governments (or their employees authorized to act on their behalf), and representatives from territorial, and insular area governments. This representation will include a balanced number of members as determined by the MitFLG Chair, respectively, from local, state, tribal, territorial, and insular area government to ensure balanced points of view. The nomination process will be developed by the MitFLG in collaboration with other Federal coordinating structures under PPD-8. Nominations will be approved by the MitFLG. These members will serve staggered two-year terms to maintain continuity within the MitFLG activities.

5.0 Collaborative Relationships

Other Federal Coordinating Structures

In addition to MitFLG's communication and coordination among its member representatives, MitFLG will coordinate with components within the Executive Office of the President that have a mitigation-related mission, as well as the other Federal coordinating structures established in support of PPD-8 (collectively, "other Federal coordinating structures"). The specialty perspectives and subject matter expertise of these other Federal coordinating structures will be drawn upon by the MitFLG as needed to align the efforts of the MitFLG and these other Federal coordinating structures to achieve the capabilities and outcomes identified in the National Preparedness Goal. As appropriate, the membership of the MitFLG may also include representatives of other Federal coordinating structures. Coordination with the MitFLG will not change the existing authorities or reporting structures of the Federal coordination structures.

Private-Sector Coordination

Private industry and nongovernmental coordination with the MitFLG will come through existing mechanisms and coordinating structures, such as the Government and Sector Coordinating Councils (GCCs and SCCs), that have a mitigation-focused mission. These interactions will be consistent with Federal Advisory Committee Act, when applicable. MitFLG will identify, through its membership, said structures, and determine by agreement how coordination may occur. Federal departments and agencies represented on the MitFLG may identify specific unmet technology challenges and employ established mechanisms to support development by the private sector.

6.0 Functions

The primary goals and functions of the MitFLG include the following:

- Advance the Nation's Mitigation core capabilities using joint objectives and adaptive risk management strategies outlined in the Mitigation Federal Interagency Operation Plan (FIOP).
- Strive to maintain the objectives of the NMF, while adhering to the guiding principles.
- Provide a forum for information exchange, to share best practices and provide updates on programs and policies that directly affect the NMF.
- Set the strategic national direction and integrated priorities relative to implementation of the NMF.
- Coordinate interagency implementation, elevate issues, and make recommendations on national-level issues related to mitigation policies and guidance.

- Promote efforts within Federal departments and agencies to include mitigation, as defined in the NMF, within Federal planning, operational preparedness and program activities.
- Promote coordinated messaging and outreach about mitigation.
- Coordinate with FEMA's National Preparedness Directorate to provide an interagency perspective and summary for the annual National Preparedness Report.
- Facilitate review and updates to the NMF and FIOP for Mitigation.
- Develop and maintain national capability targets as part of the National Preparedness Goal.
- Identify and coordinate, as permitted by law, opportunities for the U.S. Government to collaborate with local, state, tribal, territorial, and insular area governments; international organizations; and private, academic, and industry groups in the implementation of Mitigation core capabilities.
- Identify and coordinate the use of relevant authorities, when applicable, to support disaster mitigation and emergency and disaster operations.
- Work closely with the other Preparedness mission areas to integrate capabilities and meet national targets.
- Provide resource allocation advice in instances where interagency demands are greater than assets, if requested.
- Identify, annually, key areas for interagency research and development needs to help advance technologies for Mitigation.
- Promote partnerships between government and private sector or nongovernmental organizations to develop novel approaches to achieve core capabilities, using established funding mechanisms.
- Gather data on the effectiveness of current mitigation measures and coordinate with science and technology interagency groups on the development of better methods, techniques, and standards to strengthen resilience.

7.0 MitFLG Meetings

The MitFLG will convene on a regular basis, or as needed, or at the request of the DRG. Agendas will reflect input from MitFLG members, as well as IPC/DRG members.

Working Groups

Based upon available resources, the MitFLG may establish ad-hoc working groups as needed. These working groups will include appropriate expertise and representation to guide the development of the requisite procedures for mitigation activities under the NMF, as well as Federal interagency and national planning efforts related to Mitigation. In addition, MitFLG working groups provide a forum for resolving issues and developing support plans and procedures that encourage coordination of integrated Mitigation functions.

Participation in working groups will be open to member departments, agencies, and organizations, as determined by the MitFLG.

8.0 Roles and Responsibilities

Member representatives will be responsible for:

- Attending meetings on a regular basis to facilitate actions or resolve issues.
- Seeking consensus on all interagency mitigation issues. Determining the appropriate meeting venue and format to be used dependent on the nature of the mission and availability of member resources.
- Monitor agreed upon actions coordinated by the MitFLG by being responsible for following up with the relevant department or agency.

The Chair will be responsible for:

- Calling meetings, conducting meetings, and approving meeting agendas as appropriate.
- Raising unresolved items to the IPC/DRG when consensus cannot be obtained.
- The MitFLG Chair will distribute any relevant policy decisions shared from the IPC/DRG to the MitFLG membership.

The Secretariat will be responsible for:

- Scheduling meetings, preparing reports and consolidating information for briefings, distributing meeting notes, and overseeing the completion of deliverables within their associated timeframes.

Funding

Each represented governmental member shall be responsible for financial support, as required, for its members.