



Federal Emergency Management Agency

Washington, D.C. 20472

October 17, 2000

MEMORANDUM FOR: See Distribution List

FROM: John Magnotti, Task Leader
Flood Hazard Mapping (FHM) Web Site

SUBJECT: Flood Hazard Mapping Web Site
Monthly Activities Summary Report

This memorandum highlights new content that is under development for the Flood Hazard Mapping (FHM) Web site, site statistics, and other pertinent information.

FHM Web Summary

New Content on the Site: The latest FHM Web site deliverable was sent to FEMA on October 10, 2000. The 22-file deliverable (including HTML, WinZip, and graphic files) was posted to the FEMA Web site on October 10, 2000. This deliverable included an index page re-design and time-sensitive information concerning FEMA's participation in a special licensing conference co-hosted by the Management Association for Private Photogrammetric Surveyors (MAPPS) and the USGS. A second 112-file deliverable (including HTML, Adobe Acrobat PDF, WinZip, and graphic files) was posted to the FEMA Web site on September 29, 2000. This deliverable included high-profile appeal resolution information pertaining to the Congaree River in Richland and Lexington Counties, South Carolina. These and other deliverable highlights are included below.

- Redesigned Index Page: The FHM Web site index page was recently redesigned to tighten page layout and make key information accessible to the user with minimal scrolling. View the new index page at <http://www.fema.gov/mit/tsd>.
- "Licensing Data, Licensing People" Conference: FEMA has agreed to be a participating organization at the special conference "Licensing Data, Licensing People," to be held from October 30 to November 1 in New Orleans, Louisiana. Stakeholders from the geospatial community will gather at this conference to discuss policy on emerging issues that affect producers and users of mapping and geographic information. Get more information on this conference at http://www.fema.gov/mit/tsd/WN_licen.htm.
- Appeal Resolution for the Congaree River in Richland and Lexington Counties, South Carolina: FEMA recently performed detailed technical analyses in support of an appeal resolution for the Congaree River in Richland and Lexington Counties, South Carolina. A full resolution report, hydrology reports, backup data, and a revised preliminary informational map are now available online. Get details on this resolution at http://www.fema.gov/mit/tsd/ST_cong.htm.

- Revised MT-EZ Packet, Including Updated Elevation Certificate: The MT-EZ packet has been revised to include an updated elevation certificate. View and download the new materials at http://www.fema.gov/mit/tsd/DL_MT-EZ.htm. View and download only the updated Elevation Certificate at http://www.fema.gov/mit/tsd/DL_elcrt.htm.
- Informational Page for the Evaluation of Erosion Hazards Report: A page was added to the FHM Web site to provide background information on the Evaluation of Erosion Hazards Report. This page includes a link to the main report page on the FEMA server, which provides access to the report in Adobe Acrobat PDF format. View the Evaluation of Erosion Hazards informational page at http://www.fema.gov/mit/tsd/FRM_erep.htm. A link is also provided to this informational page from the "General Information" section of the Documents main page, the Engineers/Surveyors main page, and the Floodplain Managers main page.
- Informational Page for the WRAS HEC-RAS Conversion Program: A page was added to the FHM Web site to provide information on the WRAS conversion program. This program was developed by the Natural Resources Conservation Service (NRCS) to take existing WSP2 data sets and convert them to HEC-RAS format for import into HEC-RAS. Get more information on this program at http://www.fema.gov/mit/tsd/FRM_wras.htm.
- Compendium of Flood Map Changes: The January-June 2000 Compendium of Flood Map Changes was recently posted to the site. This Compendium includes a listing of all changes made to National Flood Insurance Program maps that became effective during the first 6 months of 2000. Go to the Compendium of Flood Map Changes archive at http://www.fema.gov/mit/tsd/DL_comp.htm to access this and past installments of the Compendium in Adobe Acrobat PDF format.
- RASPLOT Mailing List Sign-up: A RASPLOT mailing list sign-up form was added to the RASPLOT, Version 2.0.1, download page. Site visitors may sign up here to receive e-mail updates and information on the RASPLOT application. Sign up for the listserv at http://www.fema.gov/mit/tsd/FRM_rpdl.htm.
- CHECK-RAS Mailing List Sign-up: A CHECK-RAS mailing list sign-up form was added to the CHECK-RAS, Version 1.1, download page. Site visitors may sign up here to receive e-mail updates and information on the CHECK-RAS application. Sign up for the listserv at http://www.fema.gov/mit/tsd/FRM_crld.htm.
- Revised Key Contact Pages: The Key Contact pages for Floodplain Managers have been updated to reflect recent organizational and personnel changes both at FEMA and at the Mapping Coordination Contractor (MCC) offices. View the revised pages at http://www.fema.gov/mit/tsd/FP_key.htm.

- Additional Guidance for FEMA Software: There are some known issues with CHECK-RAS, Version 1.1, and RASPLOT, Version 2.0.1, that have not warranted a new release of the applications, but may result in some user difficulty with the software. An additional guidance page has been created for each of these software packages to describe known issues and provide users with possible solutions. View the CHECK-RAS, Version 1.1, additional guidance page at http://www.fema.gov/mit/tsd/FRM_crgd.htm and the RASPLOT, Version 2.0.1, additional guidance page at http://www.fema.gov/mit/tsd/FRM_rpgd.htm.
- Los Angeles County LOMR Information: As a result of a recently issued Letter of Map Revision (LOMR), parts of Los Angeles County, California, previously designated Zone AR have been re-designated Zone A99. The LOMR was issued to show the effects of adequate progress, as defined in Section 61.12 of the National Flood Insurance Program (NFIP) regulations, toward the completion and expected certification of a section of the Los Angeles County Drainage Area Project (LACDA), a federally sponsored flood-control project. Details are available at http://www.fema.gov/mit/tsd/ST_LACDA.htm.
- Technical Mapping Advisory Council Meeting Minutes: Several sets of meeting minutes from recent meetings of the Council have been posted to the FHM Web site in Adobe Acrobat PDF format. Access the December 6-7 and 21, 1999, January 6 and 20, 2000, March 13-14, 2000, April 18, 2000, and July 12-14, 2000, minutes at http://www.fema.gov/mit/tsd/TMC_mm.htm.

New Content Under Development: The FHM Web team has completed site development and research over the last month. The most recent activities are listed below.

- How to Read a Flood Insurance Rate Map (FIRM) Online Tutorial: This tutorial covers the format, use, and application of FIRMs. Tutorial topics include "Flood Map Overview," "Reading Indexes," "Reading Panels," "Getting Specific Information," and "The Next Generation of Digital FIRMs." The tutorial includes technical explanations of each element found on FIRMs. The "Getting Specific Information" section of the tutorial is intended to help users find the general and specific location of a property, determine the Special Flood Hazard Area designation for that property, and calculate the base flood elevation in the subject area. The tutorial has been finalized. View the final tutorial at http://www.floodmaps.net/Practice/OT_Firm.html.

- CHECK-RAS Tutorial: This tutorial demonstrates how to use the CHECK-RAS program by giving an introduction and overview of the program, explaining the setup procedures for the program, and discussing and displaying examples of each type of CHECK-RAS check (checks still in development). View the latest draft of the tutorial at http://www.floodmaps.net/practice/OT_cras.html

- GIS Tutorial Series: I. Introduction to GIS Tutorial: This tutorial introduces individuals to GIS. The tutorial includes an overview of what a GIS is, what is needed for a GIS (hardware, software, data, and trained staff), basic mapping terminology, and how a GIS is used to produce maps and other information. This tutorial is the first in a series of three. The second and third tutorials address the use of GIS to create DFIRMs, and the use of GIS, DFIRM, and other data for community applications, respectively. This tutorial is in the final stages of development. View a copy of latest version of this tutorial at http://www.floodmaps.net/practice/OT_GIS1.swf

- GIS Tutorial Series: II. Using GIS to Create DFIRMs: The second in the series. This tutorial will provide viewers with information on FEMA's use of GIS technology to create DFIRMs. Topics to be addressed include DFIRM components; graphic, base map, and metadata specifications; and database design. Tutorial content is currently under review.

- CTC Web Site Redesign: The CTC Web site is being redesigned and expanded to provide more information. Content under development includes CTC success stories, links to CTC entities, and a list of Frequently Asked Questions. A copy of the draft main page redesign is available for review at http://www.floodmaps.net/practice/CTC_NEWmain.htm.

FHM Web Site Administration: Using Linkbot Pro (link-checking software) on an NT server, we have scheduled automatic nightly site reviews. FHM team members check the report each morning and make any necessary repairs. The Information Technology group at FEMA is also using WebTrends to track and publish site use statistics for the FEMA server. Some pertinent information gathered from these latest reports is included below, along with summaries of other pertinent site administration activities.

– **Site Quality**

- Total files:* 1577
- Broken links: 0

**Total files include HTML pages, images, Adobe Acrobat PDF files, Microsoft Word WinZip Archives, etc.*

– **WebTrends (September 1 - 30, 2000, FHM Web site highlights)**

- 392,353 hits (average of 13,078 hits per day).
- 100,516 page views (average of 3,350 views per day).
- 100,516 visitor sessions. The average visitor session was 9 minutes 59 seconds.
- 27,810 files* downloaded, saving FEMA approximately \$83,430** in mailing costs over a 30-day period.

* Includes Adobe Acrobat PDF, WinZip, and Help files.

** Figure based on \$3 per file mailing cost estimate.

A listing of the most requested FHM Web site pages and downloads is included in the following tables.

Top 5 Most Requested FHM Web Site Pages (September 1 - 30, 2000)		
<i>Page</i>	<i>URL</i>	<i>Requests</i>
<i>FHM Web site index page</i>	http://www.fema.gov/mit/tsd/	14,486
<i>Map Modernization main page</i>	http://www.fema.gov/mit/tsd/MM_main.htm	3,195
<i>Why Flood Maps Are Important</i>	http://www.fema.gov/mit/tsd/TSD_mssn.htm	2,741
<i>Information for Engineers / Surveyors</i>	http://www.fema.gov/mit/tsd/EN_main.htm	2,294
<i>Frequently Asked Questions main page</i>	http://www.fema.gov/mit/tsd/FQ_main.htm	1,513

Top 5 Most Downloaded FHM Web Site Files (September 1 - 30, 2000)		
<i>File</i>	<i>URL</i>	<i>Downloads</i>
<i>July-December 1999 Compendium</i>	http://www.fema.gov/mit/tsd/FRM_JD99.pdf	3,008
<i>May-June 1999 Work In Progress</i>	http://www.fema.gov/mit/tsd/WIP0599.pdf	1,841
<i>Zone A Manual</i>	http://www.fema.gov/mit/tsd/FRM_znA.pdf	1,691
<i>MT-2 form</i>	http://www.fema.gov/mit/tsd/MT-2.pdf	1,377
<i>MT-1 form</i>	http://www.fema.gov/mit/tsd/MT-1.pdf	1,317

Listsersign-Ups Continue to Grow: Listserv sign-ups are available from the FHM Web site for general FHM news and information, as well as information related to the Quick-2 program and tutorial. Details about both listsers are provided below.

- FHM Listserv: As of October 15, 2000, 1,311 subscribers have signed up to receive e-mail updates on Flood Hazard Mapping. Sign-ups continue to increase each month: 91 new subscribers signed up in September, and 52 new subscribers have signed up this month as of October 15. The latest listserv, which was sent on October 13, 2000, provided information about the "Licensing Data, Licensing People" special conference. Another listserv, which was sent on September 28, 2000, included information about the pending revisions to the MT forms. Listserv e-mails are sent to subscribers on a monthly basis to announce important new content on the Web site and to advertise training courses or other FEMA events.
- Quick-2 Listserv: A Quick-2 listserv was activated on June 6, 2000, to allow site users to subscribe to receive updates and information concerning the Quick-2 program, tutorial, and related information. A total of 46 members are signed up for this listserv. In September, 14 new subscribers signed up, and 7 new subscribers have signed up this month as of October 15.
- RASPLOTT Listserv: A RASPLOTT listserv was activated on September 29, 2000, to allow site users to subscribe to receive updates and information concerning the RASPLOTT program. As of the date of this memorandum, a total of 13 members are signed up for this listserv.
- CHECK-RAS Listserv: A CHECK-RAS listserv was activated on September 29, 2000, to allow site users to subscribe to receive updates and information concerning the CHECK-RAS program. As of the date of this memorandum, a total of 15 members are signed up for this listserv.

Online Multimedia Tutorials: Several online multimedia tutorials are either in development or planned for development over the coming months. Many of these tutorials are based on the training modules that were originally piloted at the Emergency Management Institute in Emmitsburg, Maryland, from October 12-22, 1999. These modules were designed to provide in-depth training in different facets of the NFIP and to support FEMA's public education and outreach efforts as part of the Map Modernization effort.

Software to enable tutorial users to enter information and print tutorial completion certificates and completed PDF forms, such as the MT-EZ and MT-1 forms, in the LOMA/LOMR-F Tutorial has been installed on the floodmaps.net (FHM Web site) development server. This software will enhance the user's ability to interact with the tutorials. A brief description and progress report for each online tutorial project is included below.

- Quick-2, Version 2.0, Tutorial - This tutorial uses sample data sets to illustrate the functionality of the Quick-2 program.
Completed May 2000. Available from the FHM Web site at http://www.fema.gov/mit/tsd/OT_Q2sr.htm.
- How to Read a FIRM Tutorial - This tutorial contains information on the use and application of FIRMs. Each component of the FIRM is investigated.
Completed October 2000. Available from the FHM development site at http://www.floodmaps.net/practice/OT_firm.html.
- Introduction to GIS Tutorial - This tutorial provides an overview of GIS, including what GIS is, what is needed for a GIS (hardware, software, data, and trained staff), basic mapping terminology, and how a GIS is used to produce maps and other information. The latest version of the tutorial is available for review at http://www.floodmaps.net/practice/OT_GIS1.swf.
Projected completion: October 2000.
- CHECK-RAS Tutorial - This tutorial will demonstrate how CHECK-RAS can be used to verify the validity of an assortment of parameters found in the U.S. Army Corps of Engineers HEC-RAS program. View the latest draft of the tutorial at http://www.floodmaps.net/practice/OT_cras.html.
Projected completion: October 2000.
- How to Read a FIS Tutorial - This tutorial will contain information on the use and application of FISs. Each aspect of the FIS will be investigated.
Projected completion: November 2000.
- Using GIS to Create DFIRMs Tutorial - This tutorial will provide viewers with information on FEMA's use of GIS technology to create DFIRMs. Topics addressed include DFIRM components; graphic, base map, and metadata specifications; and database design. Draft content is under development.
Projected completion: November 2000.
- Using GIS, DFIRMs, and Other Data for Sample Community Applications Tutorial - This tutorial will provide users with guidance on the use of GIS, DFIRMs, and other data for community applications.
Projected completion: November 2000.

- LOMR Tutorial - This tutorial will take the user through the LOMR and conditional LOMR application process. It will include an overview of the NFIP, information on NFIP regulations, and other pertinent topics. Preliminary findings of the two MT form revision committees are due to John Magnotti at the end of October. Development of the LOMR Tutorial will be concurrent to the revision and approval of the MT-2 application/certification package.
Projected completion: December 2000.
- RASPLOT Tutorial - This tutorial will demonstrate the use of RASPLOT to create flood profiles for FISs. The functions of the program will be discussed, including sample profiles generated from HEC-2 and HEC-RAS data.
Projected completion: January 2001.
- NFF Tutorial - This tutorial will teach site visitors to use the National Flood Frequency (NFF) software to calculate peak discharge information. Development of this tutorial has been delayed to coincide with the projected schedule for the next release of the software.
Projected completion: Schedule TBD.
- LOMA/LOMR-F Tutorial - This tutorial is intended to walk users through the LOMA and LOMR-F application processes, including helping them to gather all the information necessary to support a LOMA or LOMR-F request and complete the MT-EZ and MT-1 forms. Once they have completed the tutorial, users may print a completed MT-EZ or MT-1 form and mail it to FEMA for processing. A tutorial prototype is available for review at http://www.floodmaps.net/practice/loma_fpi.htm.
Projected completion: On hold pending changes to the MT-1 application/certification forms package and the LOMR-F process.

White Papers: The FHM Web team is currently working on several white papers to address key FEMA data-sharing initiatives. Summaries are provided below for all white papers that are currently being written or are planned in the near future.

- Backup Data on the Web - This white paper will address the political and technical issues involved with making backup data available on the Web. The paper will outline a proposed phased approach to deploying the data, along with a budget estimate and schedule. *Proposed Completion: October 2000.*
- LOMRs/Conditional LOMRs on the Web - This white paper will address the political and technical issues involved with making LOMRs and conditional LOMRs available on the Web. The paper will outline a proposed phased approach and budget estimate for completion of the task.
Projected Completion: November 2000.

- *Preliminary FIRMs and CBRS Maps on the Web* - This paper will address the political and technical issues involved with making preliminary FIRMs and Coastal Barrier Resources System (CBRS) delineations available on the Web. The paper will outline a proposed phased approach and budget estimate for completion of the task.
Projected Completion: November 2000.
- *BFE Notices on the Web* - This white paper will address the political and technical issues involved with providing Base Flood Elevation (BFE) information on the Web.
Projected Completion: On hold pending the Office of General Counsel's legal determination.
- *LOMAs on the Web* - This white paper will address the political and technical issues involved with making LOMAs available over the Web. The paper will be closely related to the LOMR/conditional LOMR white paper mentioned above.
Projected Completion: On hold pending the launch of the joint contractor Management Information System.
- *MNAP Information Post* - This white paper will address the issues involved with the development of a Web-based response area to allow feedback and information to be posted for the Mapping Needs Assessment Process (MNAP). This paper will outline a proposed phased schedule and budget for this task.
Projected Completion: Development dependent on Mapping Needs Update Support System development, TBD.

New Applications: The FHM Web team has developed some new Web applications to help facilitate the exchange of information between FEMA and contractor staff. Recent applications are included below.

- Map Modernization Database Web Site: A password-protected on-line Map Modernization Plan (MMP) database has been developed to allow objective leaders to update the status of their Map Modernization tasks. The information collected through this Web site is being used to:
 - Automate production of progress reports;
 - Track the status, schedule, and budget of all objectives;
 - Post relevant MMP and objective documents for easy access by objective team members; and
 - Identify the need for routine updates to the Map Modernization component of the FHM Web site.

- Cooperating Technical Communities (CTC) Database: This password-protected tracking and information database was designed for use by the FEMA Regional staff. Database enhancements are also under development. In the next phase, regional CTC representatives will have the opportunity to review the data and the database enhancements. Ultimately, the database will become a Web maintenance and reporting tool.
- Technical Mapping Advisory Council Web Posting Tool: This password-protected application allows members of the Technical Mapping Advisory Council to edit and post various documents, including reports and meeting minutes. The goal of this tool is to assist members of the Council in the preparation of their final report to Congress.
- Tutorial Glossary Maintenance Tool: This tool will allow all contractors developing online tutorials to easily determine which words are already in the glossary, detect existing glossary terms in glossary definitions for ease of cross-referencing, add terms and definitions to the glossary tool, and edit existing terms and definitions in the glossary tool. The tool will reduce the need to manually cross-reference glossary terms, thus saving many hours of work. The tool is complete and is being populated with glossary terms and definitions.
- Tutorial Certificate Counter: This application was developed to track the number of certificates generated for each Web-based tutorial. Development is complete.

Notification of “Hot” Map Changes: The FHM Web site is being used to provide information about “hot” map changes, such as those that have generated a great deal of congressional and/or public interest. To date, information has been posted about changes in Richland and Lexington Counties, South Carolina; Harris County, Texas; Los Angeles County, California; Los Lunas, New Mexico; and Orange County, California. Visit http://www.fema.gov/mit/tsd/ST_hot.htm to stay on top of politically sensitive map revisions.

Distribution with Attachment

Matt Miller
Doug Bellomo
Bill Blanton
Mike Grimm
Edward Corvi
Mark Crowell
Cindy Croxdale
Anne Flowers
Katie Hayden
Sally Magee
John Magnotti
Stu Nishenko

Distribution without Attachment

Mike Buckley
Chris Doyle
Nancy Thrall

FHM Web Site Project Status

The FHM project status summary outlines the progress on active tasks over the last month, by contractor. A primary point of contact for each contractor is included in this section along with a brief description of the scope of work for each task. These descriptions provide general background information concerning the specific tasks.

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Match the number of the following task descriptions to the ID in the table on page 3 to get a summary of information for a particular task.

1. **CHECK-RAS Tutorial**: Create a multimedia tutorial to demonstrate how CHECK-RAS can be used to verify the validity of an assortment of parameters found in the U.S. Army Corps of Engineers HEC-RAS program.
FEMA Lead: *John Magnotti*
Team: *Moe Khine, Xiaoyi Zhang, Syed Qayum, Paul Huang, Keith Steury – D&D; other FHM Web team members.*
Projected Completion: *October 2000.*
2. **LOMRs/Conditional LOMRs on the Web White Paper**: Convene a task force of appropriate personnel to address the topic(s), conduct technical and regulatory research, and develop a white paper to outline a proposed phased approach and budget estimate for completion of the task.
FEMA Lead: *Sally Magee*
Team: *Anne Flowers - FEMA; Jerry Sparks, Maggie Mathis, Dave Jula, Eric Simmons, Matt Morton, Lora Eskandary, Keith Steury, Paul Huang - D&D; Beatriz Perez, Tom Smith - Baker; Gary Guhl - PBS&J.*
Projected Completion: *November 2000.*
3. **Preliminary FIRMs/CBRS Maps on the Web White Paper**: Convene a task force of appropriate personnel to address the topic(s), conduct technical and regulatory research, and develop a white paper to outline a proposed phased approach and budget estimate for completion of the task.
FEMA Lead: *Mark Crowell*
Proposed Team: *Tony Hake, Sue Hoegberg, Steve Kalaf, Maggie Mathis, Keith Steury - D&D; other team members, TBD.*
Projected Completion: *November 2000.*

4. **LOMR Tutorial**: Create a multimedia tutorial, based on the existing NFIP Revisions and Amendments training module, to take users through the process of applying for LOMRs and conditional LOMRs. The tutorial will include an overview of the NFIP, information on NFIP regulations, and other pertinent topics.

FEMA Lead: John Magnotti

Proposed Team: Bill Blanton - FEMA; Keith Steury - D&D; other FHM Web team members.

Projected Completion: December 2000.

5. **NFF Tutorial**: Create a multimedia tutorial based on the previously developed software training module (used at Emmitsburg) to teach site visitors to use the NFF software to calculate peak discharge information.

FEMA Lead: John Magnotti

Proposed Team: Bill Blanton - FEMA; Bill Kirby, Kernall Ries - USGS; Keith Steury, Paul Huang - D&D.

Projected Completion: Schedule TBD.

6. **RASPLOTTutorial**: Create a multimedia tutorial to demonstrate the use of RASPLOTTutorial to create flood profiles for Flood Insurance Studies. The functions of the program will be discussed, including sample profiles generated from HEC-2 and HEC-RAS data.

FEMA Lead: John Magnotti

Proposed Team: Moe Khine, Xiaoyi Zhang, Syed Qayum, Paul Huang, Keith Steury – D&D

Projected completion: January 2001.

ID	Task	Summary of Recent Activity	Current Status
1	CHECK-RAS Tutorial	Floodway, Profile, and Structure check examples completed. Adjusting navigation within check examples, preparing dependent HTML files, and completing final testing in preparation for deployment.	95% complete.
2	LOMRs/Conditional LOMRs on the Web White Paper	Joint-contractor meeting held on October 2, 2000. Preparing draft white paper for team review.	90% complete.
3	Preliminary FIRMs/CBRS Maps on the Web White Paper	Second internal meeting held on September 21, 2000. Final internal meeting planned for October 19, 2000, to formalize internal team recommendations in preparation for joint-contractor meeting on the subject.	40% complete.
4	LOMR Tutorial	Training materials gathered and organized. Preliminary findings of the two MT form revision committees are due to John Magnotti at the end of October. Tutorial development will run concurrent to the revision of the MT-2 application/certification package.	Just started.
5	NFF Tutorial	Set up meeting with Bill Kirby and Kernall Ries of the USGS to discuss the content and objectives of the tutorial. Obtained Beta version of NFF software. Beginning to review and expand on existing storyboard and prepare draft content.	Just started. Schedule for completion of this tutorial is TBD.
6	RASLOT Tutorial	Project not started.	0% complete.

Maintenance: The following tables provide information concerning special update requests and ongoing maintenance-level support for the Flood Hazard Mapping Web site.

Task	Summary of Recent Activity	Current Status
Special Requests*	1. Assisted with the redesign of the FHM index page (www.fema.gov/mit/tsd) to tighten the look and content and incorporate information to “Licensing Data, Licensing People” special conference.	100% complete.
	2. Added appeal resolution information for the Congaree River in Richland and Lexington Counties, South Carolina, at the request of Mike Buckley.	
	3. Revised the MT-EZ packet to include the latest updates to the elevation certificate.	
	4. Added a page to provide background information and a link to the Evaluation of Erosion Hazards Report.	
	5. Added page to provide information on the WRAS conversion program (which converts WSP2 to HEC-RAS format).	
	6. Added the January-June 2000 Compendium of Flood Map Changes to the Compendium archive.	
	7. Added a mailing list sign-up form to the RASPLOT and CHECK-RAS download pages for each software package..	

*For more details on these tasks and to view activities prior to September 2000, please visit our task tracking log archive at <http://www.floodmaps.net/fhmtracker/default.asp?show=showarchived>

Task	Summary of Recent Activity	Current Status
General Maintenance	Please visit our task-tracking log to view details regarding the most recent maintenance tasks. *	Ongoing.

*<http://www.floodmaps.net/fhmtracker/default.asp?direction=desc>

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Match the number of the following task descriptions to the ID in the table on page 8 to get a summary of information for a particular task.

1. **Technical Mapping Advisory Council Posting Tool**: Coordinate with Council liaison to develop a tool to allow Council members to share information to prepare their final report to Congress. Provide support to users as necessary.
FEMA Lead: Sally Magee
Completed: Development complete. Support ongoing.
2. **Introduction to GIS Tutorial**: Provide an overview that explains what a GIS is, what is needed for a GIS (hardware, software, data, and trained staff), basic mapping terminology, and how a GIS is used to produce maps and other information.
FEMA Lead: John Magnotti
Team: Stu Nishenko – FEMA; Jane Huzil, Jeff Booth, Beatriz Pérez, Dorene Taylor – MBJ.
Projected Completion: October 2000.
3. **CTC Web Site Redesign**: Redesign and expand site to provide more information. Develop new content, including CTC success stories, links to CTC entities, and list of Frequently Asked Questions.
FEMA Lead: Katie Hayden
Team: Beatriz Pérez, Wanda Rizer, Dick Wild – MBJ
Projected Completion: October 2000.
4. **Using GIS to Create DFIRMs Tutorial**: Create a tutorial to provide users with information on FEMA's use of GIS technology to create DFIRMs. Address various topics pertaining to DFIRM production, including DFIRM components; graphics, base map, and metadata specifications; and database design.
FEMA Lead: John Magnotti
Team: Beatriz Pérez, Dorene Taylor, Jane Huzil, Jeff Booth – MBJ
Projected Completion: November 2000.
5. **Using GIS, DFIRMs, and Other Data for Sample Community Applications Tutorial**: Create a tutorial to provide users with information on how to use GIS, DFIRMs, and other data for community applications.
FEMA Lead: John Magnotti
Team: Beatriz Pérez, Dorene Taylor, Kristin Plum, Jeff Booth – MBJ
Projected Completion: November 2000

6. CTC Database: Develop a CTC tracking and information database for use by the FEMA Regions and CTC representatives.
FEMA Lead: *Katie Hayden*
Team: *Beatriz Pérez, Dick Wild, Don Bender, Sean Harasin – MBJ*
Projected Completion: *July 2000 (beta testing conducted). December 2000 (expanded database).*

7. BFE Notices on the Web White Paper: Prepare a memo from Mike Armstrong to FEMA Office of General Counsel describing the Mitigation Directorate's proposed approach to this effort and requesting its legal opinion. Convene a joint contractor task force to develop a white paper to include proposed phased approach, ongoing updates, and associated budget estimates. Prepare pilot Web page(s) for review and comment.
FEMA Lead: *Matt Miller*
Team: *Mike Grimm, Doug Bellomo, Bill Blanton, and John Magnotti – FEMA; Don Bender, Beatriz Pérez, Susie Ellicott – MBJ, Jim Ochse, Lora Eskandary – D&D; Allen Goff – PBS&J*
Draft Memo Completed: *March 2000 (delivered to Matt Miller).*
Projected White Paper Completion: *On hold pending Counsel's legal determination.*

8. LOMA/LOMR-F Tutorial: Create a tutorial that explains the LOMA and LOMR-F application processes, including necessary forms and information.
FEMA Lead: *John Magnotti*
Team: *Bill Blanton, Katie Hayden, Mark Crowell – FEMA; Beatriz Pérez, Bill Davis, Dorene Taylor – MBJ.*
Projected Completion: *On hold pending approval of changes to the MT-1 application/certification forms package and the LOMR-F process.*

9. Create Database for Study Status Web Pages: Create a Web database to automatically generate study status pages, including information on up-coming meetings and milestones, a map of the study location, and e-mail contact information for FEMA Regional representatives.
FEMA Lead: *John Magnotti*
Projected Completion: *On hold pending availability of GIS infrastructure on the Map Service Center server. This activity is currently unfunded.*

10. LOMAs on the Web White Paper: Coordinate with the LOMA 2000 group and the Map Service Center. Conduct research and programming to the demonstration level. Prepare a white paper to include proposed phased approach and budget estimate.
FEMA Lead: *Mark Crowell*
FEMA Team: *John Magnotti*
Projected Completion: *On hold pending the development of the joint contractor Management Information System.*

ID	Task	Summary of Recent Activity	Current Status
1	TMAC Posting Tool	User support ongoing.	100% complete; user support ongoing.
2	Introduction to GIS Tutorial	Flash presentation under review.	80% complete.
3	CTC Web Site Redesign	New main page design created and under review. List of Frequently Asked Questions developed and posted on the Web. Other content under development.	50% complete.
4	Using GIS to Create DFIRMs Tutorial	Content and storyboard developed and under review.	30% complete.
5	Using GIS, DFIRMs, and Other Data for Sample Community Applications Tutorial	Draft content under review.	5% complete.
6	CTC Database	Database completed. Enhancements under development.	Database: 100% complete. Enhancements: 10% complete.
7	BFE Notices on the Web White Paper	Individual discussions and task group meeting held; regulations and background information research underway. Draft distributed for comment. On hold pending opinion from Office of General Counsel.	40% complete.
8	LOMA/LOMR-F Tutorial	Content and programming complete. Enhancements on hold pending changes to the forms and application process.	90% complete. On hold pending approval of changes to MT-1 forms and LOMR-F process.
9	Create Database for Study Status Web Pages	Discussions underway. ST_hot.htm for new studies created for immediate outreach needs. On hold pending MICS and joint contractor MIS development.	5% complete.
10	LOMAs on the Web White Paper	On-hold pending joint contractor database/ LOMA 2000 rollout.	5% complete.

Task	Summary of Recent Activity	Current Status
Special Requests*	1. Redesigned index page (www.fema.gov/mit/tsd) to tighten the look and content and incorporate information to “Licensing Data, Licensing People” special conference.	100% complete.
	2. Developed Tutorial Glossary Maintenance Tool.	
	3. Updated information on “Key Contacts” pages for Regions VIII-X, and the "Contact a Specialist" section, as appropriate.	
	4. Developed Tutorial Certificate Counter to track number of certificates issued for each tutorial and, thus, determine tutorial usage.	

*For more details on these tasks and to view activities prior to September 2000, please visit our task tracking log at <http://www.floodmaps.net/fhmtracker/default.asp?show=showarchived>

Task	Summary of Recent Activity	Current Status
General Maintenance	Please visit our task-tracking log to view details regarding the most recent maintenance tasks. *	Will be covered under Task 5 budget in second half of FY 2000. This budget is not finalized as of the date of this memorandum.

*<http://www.floodmaps.net/fhmtracker/default.asp?direction=desc>

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Match the number of the following task descriptions to the ID in the table on the next page to get a summary of information for a particular task.

1. **How to Read a FIRM Tutorial**: A Web-based tutorial on how to read a FIRM. This tutorial contains information to educate the users on the FIRM's use and application. It takes the user through each aspect of a FIRM, such as the legend and notes.
FEMA Lead: John Magnotti
Team: Bill Blanton, Anne Flowers – FEMA;
Mike Smith, Vince DiCamillo -- PBS&J
Completed: October 2000.
2. **Backup Data on the Web White Paper**: Assemble a task force and conduct technical research on supplying back-up data through the Web. Develop a white paper to outline a phased approach to deploying the data, along with a budget estimate and schedule.
FEMA Leads: Bill Blanton and Mike Grimm
Proposed Team: Mike Gilliam – PBS&J
Projected Completion: October 2000.
3. **How to Read a FIS Tutorial**: Develop a Web-based tutorial on how to read a FIS report. The tutorial will contain information to educate the users on the FIS report's use and application. The tutorial will take the user through each aspect of a FIS, such as profiles, cross-sections, and notes.
FEMA Lead: John Magnotti
Proposed Team: Bill Blanton– FEMA; Gary Guhl -- PBS&J
Projected Completion: November 2000.
4. **MNAP Information Post White Paper**: Develop a white paper outlining a Web-based response area to allow feedback and information to be posted for MNAP. Coordinate with the MNAP group on critical issues and needs. The white paper will include a proposed phased schedule and budget.
FEMA Lead: Cindy Croxdale
Proposed Team: TBD

ID	Task	Summary of Recent Activity	Current Status
1	How to Read a FIRM Tutorial	Finalized tutorial content. Developed tutorial pre-loader graphics (i.e. TOC). Final MCC review completed. Added certificate and e-mail a friend action.	Completed; including final QC and edits.
2	Backup Data on the Web White Paper	Received MCC comments and incorporated comments.	90% complete. Reformatting white paper to new white paper format.
3	How to Read a FIS Tutorial	Outlined the menu in PowerPoint and Macromedia Flash. Working on tutorial graphics and content.	65% complete. PowerPoint version content completed. Awaiting comments from MCCs.
4	MNAP Information Post White Paper	Project not started. Pending final programming of MNUSS.	0% complete.