

Meeting Minutes for January 17, 2013

There are two purposes to these bi-monthly calls:

1. Provide updates that may affect workflow user studies
2. Provide a forum for MIP Studies Users to ask questions and raise concerns to their peers as well as address challenges around the work studies

Updates:

- **Guidance for Submitting a MIP Help Ticket:**
 - It has come to our attention that some users are experiencing issues with generating a MIP Help Ticket. After submitting an email to MIP Help, some users are not receiving an automated response from MIP Help with a ticket number. If you do not receive an automated generated email from MIP Help it is most likely that a ticket was not generated from your request. If you did receive an automated generated email with a ticket number, then your MIP Help Ticket was successfully submitted
 - After doing some initial research we have found that image files within the email such as in an email signature result in the email being determined as spam and thus does not generate a MIP Help ticket successfully
 - We are continuing to look into this matter and will report back to all of you once we have come to a resolution. In the meantime if this issue occurs with any of your mapping partners please have them follow the MIP Help Escalation Plan located under MIP User Care.
 - The MIP Help Escalation can be accessed here:
https://hazards.fema.gov/femaportal/docs/MIP_Help_Escalation_Plan.pdf

- **New CDS Development Projects**

FEMA has recently approved several projects for the Risk MAP Customer and Data Services team to deliver. There are four development projects that are scheduled to be deployed in the next six months, some of which affect the MIP directly.

*Please note that the following projects are in the initial planning stages and release dates and project scopes may be subject to change

1. Authoritative Source for Preliminary Flood map Data

- Currently, communities must use their PTS website to access preliminary data and data is not displayed in a consistent manner across the country
- This project will promote data accessibility and usability by providing local communities a method to navigate to one consistent location to access preliminary data and view preliminary maps. The data will be accessible to the public through the Map Service Center website product catalog
- Changes to the MIP to create this linkage – “Produce Preliminary Map Product” Activity

2. Hazus Digital Download

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- Currently, Hazus users order Hazus on a CD from the Map Service Center (MSC) and the CDs are mailed to users
- The new Hazus Digital Download project will allow the public to download this free software, rather than requesting a disc from the MSC
- By making Hazus downloadable, FEMA will save resources and the user will have access to the software quickly.

3. RASPLOT Upgrade and Enhancements

- Desktop application; RASPLOT is a tool used to generate flood profiles and pulls from HECRAS
- Was last updated in 2009
- FEMA has received considerable user feedback on necessary improvements
- This release includes updates:
 - Automated generation of the FIS report Floodway Data Tables and Flood Profiles
 - Import/Export for FIRM database; it will allow import and export to and from the FIRM Database
 - PDF Generation Tool will streamline the conversion process from .DXF to .PDF
 - Enhanced editing tools
 - Compatibility with windows 7 operating system
 - Improve user interface
- Compatibility with new HECRAS version

4. MIP Release 4.1 SP05 - Online LOMC MT-2s

- Online LOMC launched December 15, 2012. You can submit a LOMA request online at www.FEMA.gov/Online-LOMC
- Phase-in capabilities to online LOMC
- This release will add LOMR and CLOMR capabilities to the Online LOMC
- Applicants will be able to use Online LOMC rather than submitting the paper MT-2 form
- Will also add the payment functionality and all CLOMA, LOMR-F, CLOMR-F

The CDS Team will update the group on future MIP Studies Users calls once more details are worked out on these projects.

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Below are the questions and answers that were discussed on the Studies Workflow Open Conference Call:

Issue/Question	Answer
Authoritative Source for Preliminary Data - What is the format of the data to be displayed? Will it be downloadable?	<ul style="list-style-type: none"> It will be PDF and the FIRM Database will be a .zip file. Users have an option to view and save the PDF and download the .zip file. The data will be available by county
Authoritative Source for Preliminary Data – Will the data feature past studies? Does this also include LOMRs that are out for appeal?	<ul style="list-style-type: none"> The data will only feature data moving forward. This does not include LOMRs
Authoritative Source for Preliminary Data – When you click to look at a particular panel it takes a long time to download. Will the new data display faster?	<ul style="list-style-type: none"> The data will be coming directly from the MIP Workflow/K drive so it may have a different response time. The CDS Technical team will investigate why the viewer takes a while to view
Authoritative Source for Preliminary Data – Will the FIS Report be on the Preliminary Data?	<ul style="list-style-type: none"> Yes
Authoritative Source for Preliminary Data – Will users be required to upload a FIS Report for the Preliminary Data?	<ul style="list-style-type: none"> No, it will not be in effect. The CDS Technical Team is working on a guidance to require mapping partners to upload a FIS report so that hosting is easier Kristina F. reports they have a regional guidance for preliminary uploads that can be utilized by other regions
Authoritative Source for Preliminary Data – Will the Preliminary Data be taken down once it's finalized?	<ul style="list-style-type: none"> The current goal is to have it stay until it is complete
Authoritative Source for Preliminary Data – Will prelim SOMAs be available?	<ul style="list-style-type: none"> No, these will not be available during this release
RASPLOTT – The last version of RASPLOTT needed to have access to Microsoft Access? Is that still the case?	<ul style="list-style-type: none"> Yes. The RASPLOTT program creates the database with MS Access database format. However, it does not need to have MS Access program install
MIP Release 4.1 SP05 - Online LOMC MT-2s – How do I submit a LOMA online?	<ul style="list-style-type: none"> Yes, you can submit an Online LOMC on www.FEMA.gov/online-lomc
MIP Release 4.1 SP05 - Online LOMC MT-2s – Will there be training from the back-end on the MIP side?	<ul style="list-style-type: none"> There are some screen changes within the MIP. Each PTS lead has a training manual for the Online LOMC. If you would like a copy of the training manual please email Christina.tierno@riskmapcgs.com

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<p>MIP Release 4.1 SP05 - Online LOMC MT-2s - Will you be able to submit all of the data?</p>	<ul style="list-style-type: none"> • Yes, with the MT-2 you can upload and scan all documents online
<p>MIP Release 4.1 SP05 - Online LOMC MT-2s - Is there a plan to train CTPs on the new MIP changes?</p>	<ul style="list-style-type: none"> • CTPs will be included in the training moving forward for the MT-2. You can request a training manual for the changes that are in MT-1 by emailing Christina.tierno@riskmapcds.com
<p>MIP Release 4.1 SP05 - Online LOMC MT-2s – Are there files that are excluded to upload? Is there a size limitation?</p>	<ul style="list-style-type: none"> • .zip or .exe files are not accepted for the Online LOMC • There are no size limitations
<p>MIP Release 4.1 SP05 - Online LOMC MT-2s - Does the requestor need to meet NIRA standards when uploading into the Online LOMC?</p>	<ul style="list-style-type: none"> • The CDS Technical Team is currently trying to incorporate this check in the new MT-2 release. As of right now, MT-1 does not incorporate a tool to check for quality of the documents
<p>MIP Release 4.1 SP05 - Online LOMC MT-2s - What is the difference between an eLOMA and an Online LOMC?</p>	<ul style="list-style-type: none"> • The eLOMA is a web-based application within the Mapping Information Platform (MIP) that provides licensed land surveyors and professional engineers (Licensed Professionals) with a system to submit simple LOMA requests to FEMA. This tool is designed to make a determination based on the information submitted by the Licensed Professional and allow them to generate a determination from FEMA in minutes. The initial release of eLOMA will enable Licensed Professionals to make requests for existing single residential structures or properties, provided no fill has been placed to raise the elevations of the structure or property. Approximately half of the LOMAs processed annually (about 10,000 cases) meet the requirements of eLOMA. For more information on the eLOMA, visit the eLOMA website • The Online LOMC tool is available to any applicant who would like to submit a LOMA request directly to FEMA, and does not require a surveyor or engineer to submit. All LOMA requests may be processed through the Online LOMC. A determination resulting from information

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	<p>submitted via Online LOMC is not received until after FEMA reviews the supporting documentation. This process may take up to 60 days</p>
<p>MIP Release 4.1 SP05 - Online LOMC MT-2s - Will the Online LOMC be able to upload a .zip file?</p>	<ul style="list-style-type: none"> • The Online LOMC does not accept .zip files

As a reminder, MIP Help can be reached via e-mail at miphelp@riskmapcde.com or by telephone at 1-877-FEMA-MAP.