

Meeting	Allegany County Hazard Mitigation Plan (HMP) Planning Partnership Kick-off Meeting #1		
Date	April 26, 2016	Time	6:00 – 7:30 p.m.
Location	Belmont American Legion, Belmont, NY		
Attendees	Dave Decker, Allegany County Legislator		
	David T. Pullin, Allegany County Legislator		
	Jeff Luckey, Director, Allegany County Office of Emergency Management and Fire		
	Mike Barney, Allegany County Office of Emergency Services (OES)		
	Bonnie VanHousen, Allegany County OES		
	Guy James, Superintendent, Allegany County Department of Public Works (DPW)		
	Dean Scholes, Deputy Superintendent, Allegany County DPW		
	Brian Gamache, Allegany County Planning and the Town of Wellsville		
	Randy Swarthout, Allegany County Sheriff's Office - 911		
	Ryan Paulsen, Soil and Water Conservation District Technician, Allegany County Soil and Water Conservation District		
	Fred/Kevin Demick, Highway Superintendent, Town and Village of Angelica; Allegany County Town Highway Superintendents Association		
	Dan Ford, Superintendent of Highways, Town of Alma		
	Robert L. Jones, Supervisor, Town of Angelica		
	Cindy Gowiski, Supervisor, Town of Birdsall		
	Burdette Isaman, Superintendent of Highways, Town of Birdsall		
	Dave Stenzel, Public Works Superintendent, Town of Caneadea		
	Rob Carney, Town of Cuba		
	Ben Reynolds, Superintendent of Highways, Town of Genesee		
	Jeri Reichman, Supervisor, Town of Independence		
	Gary Faulkner, Village of Richburg		
	John Jessop, Town of Rushford		
	Sue Wlasniewski, Town Clerk/Tax Collector, Town of Ward		
	Dean Watson, Superintendent of Highways, Town of Ward		
	Brent Platt, Supervisor, Town of West Almond		
	Jeffrey Ellenberger, Town of West Almond		
	Brian Matteson, Superintendent of Highways, Town of Willing		
	Zachary Hamm, A.E. Crandall Hook & Ladder Company		
David Foster, Director of Finance and Operations, Wellsville Central School District (CSD)			
Tony Subbio, Project Manager, Tetra Tech, Inc.			

Purpose

The purpose of the kickoff meeting was to initiate the planning process to update the Allegany County Hazard Mitigation Plan (HMP). This was the first of two identical meetings held for this purpose.

Discussion Points

This section summarizes each discussion point addressed during the meeting.

Introductions

Mr. Luckey introduced himself and thanked the attendees for their participation. The attendees then introduced themselves and identified which jurisdiction(s) they represented. No particular areas of concern for the plan or the planning process were identified.

Planning Process

This section summarizes each task of the project discussed at the meeting.

Organization

The Hazard Mitigation Team (the Team) serves as a steering committee for the planning process. Members of the Team identified themselves.

The Planning Partnership (the Partnership) is the group of representatives from jurisdictions and stakeholder agencies involved with the HMP update process. Planning Partnership meetings will be held upon completion of the risk assessment, the mitigation strategy, and the draft plan. The meetings will be open to the public to satisfy the State's and Federal Emergency Management Agency's (FEMA) requirement for public meetings at these points in the planning process. Another Planning Partnership meeting will be held to identify mitigation actions, before the mitigation strategy is developed. This meeting will also be open to the public to solicit ideas from the public regarding actions to reduce the County's and jurisdictions' vulnerability to hazards.

Public outreach will be a major component of this planning process. The project website (www.alleganycountyhmp.com) will be used to share draft documents and meeting information. A Citizen's Preparedness Survey is posted on the website to encourage members of the general public to provide information on what they know about hazard mitigation, and what mitigation activities they have already completed on their own. Mr. Subbio encouraged each attendee to conduct outreach about the planning process in their jurisdictions, such as discussing the planning process at other meetings that they attend.

Data Collection

Mr. Subbio requested that any plans, reports, ordinances, studies, and other documents that might be relevant to the planning process be sent to him via e-mail.

Mr. Subbio then reviewed each of the worksheets with the attendees. Discussion points for each worksheet are listed below:

- Worksheet 1: Events and Losses – direct effects of each of the events listed for the jurisdictions/organizations should be identified. These effects may include sending local resources to areas that were affected by the events, even if the County was not directly impacted.

- Worksheet 2: Capability Assessment – Attendees should work with other jurisdiction officials to complete this worksheet, as it will require input from several different departments. Mr. Subbio discussed the items on the worksheet that are related to the National Flood Insurance Program.
- Worksheet 3: National Flood Insurance Program Floodplain Administrator – this worksheet should be given to the jurisdiction’s floodplain administrator for completion. The floodplain administrator is identified in the floodplain management ordinances, and is likely the Supervisor, Codes Enforcement Officer, or Zoning Officer.
- Worksheet 4: Mitigation Action Review – each jurisdiction received a worksheet of mitigation actions from the 2011 version of the HMP that were identified for the jurisdiction. Mr. Subbio reviewed the information requested in each column. He discussed that any actions that were incorporated into the jurisdiction’s regular operations could be identified as such and removed from the list of actions. Tetra Tech identified actions for which this was likely the case on each jurisdiction’s worksheet.
- Worksheet 5: Capability Assessment and Plan Integration – this worksheet requests information about the ways in which mitigation is integrated into the jurisdiction’s regular operations. Several of the questions are yes/no, but additional details should be provided.
- Worksheet 6: New Development – any major development in the jurisdiction over the last 5 years, and any planned development that has already entered the jurisdiction’s official process, should be identified.

Hazard Analysis and Risk Assessment

Mr. Subbio reviewed the hazards of concerns that will be profiled in the updated HMP. These hazards were selected based on the hazards profiled in the existing HMP and in the New York State (NYS) HMP, and those requested by members of the Team. The hazards of concern selected for the Allegany County HMP are as follows:

- | | | |
|-----------------------|------------------------------|-------------------|
| • Dam Failure | • Landslide | • Terrorism |
| • Drought | • Levee Failure | • Utility Failure |
| • Earthquake | • Pandemic/ Disease Outbreak | • Wildfire |
| • Flood | • Severe Storm | |
| • Hazardous Materials | • Severe Winter Storm | |

Tetra Tech has already begun drafting the hazard profiles. Upon completion of the hazard profiles, Tetra Tech will review the risk assessment with the Planning Partnership and general public.

Mitigation Strategies and Activities

The Team will set the goals and objectives for the HMP, and will share them with the Partnership. The information gathered from the capability assessments (Worksheets 2, 3, and 5) and Mitigation Action Plan Review Worksheets (Worksheet 4) will be used to identify actions from the 2011 HMP that are integrated into jurisdictions’ operations and can be removed from the list of actions to include in the updated HMP. Each jurisdiction will also identify new mitigation actions. A Mitigation Solutions Workshop will be conducted to help members of the Partnership identify new actions. This workshop will be open to the public.

Draft and Final Plans

Throughout the planning process, Tetra Tech will develop the HMP document. The main body will profile the County, explain the planning process, outline the risk assessment and mitigation strategy, and discuss maintenance of the plan. Each jurisdiction will have its own annex in the HMP that will provide information specific to that jurisdiction.

As drafts of each section are developed, they will be sent to NYS Division of Homeland Security and Emergency Services (DHSES) mitigation planners for informal review and comment. Tetra Tech will address any comments from the State in the documents.

The draft plan will be shared with the Team for review and comment throughout the planning process. After making any required changes, Tetra Tech will post the HMP for public review. The public review period will be advertised, and will last for 30 days. Tetra Tech will then conduct a Planning Partnership meeting that is open to the public to gather feedback on the plan draft, and will make any required changes.

Tetra Tech will then submit the draft for the State's formal review. NYS DHSES will review the draft. If changes are required, Tetra Tech will make the changes and resubmit the document to the State. After the State is satisfied with the draft, the State will forward it to FEMA Region II for review. FEMA Region II will review the draft within 45 days, and Tetra Tech will make any required changes upon receipt of review comments from FEMA. When FEMA is satisfied with the HMP, FEMA will grant the HMP "approvable pending adoption" status, to indicate that it meets all requirements.

The County and participating jurisdictions will then formally adopt the HMP by resolution.

Project Schedule Review

Mr. Subbio reviewed the project schedule as updated by the Team. Mr. Subbio pointed out that the meeting dates on the schedule were estimates; meetings will be scheduled as each step of the planning process is completed. The existing HMP expires on August 9, 2016. Mr. Luckey and Mr. Subbio discussed the ramifications of the plan expiring before the updated version is approved by FEMA. Jurisdictions will still be eligible for disaster assistance if any events result in a Presidential Disaster Declaration, but they would not be eligible for the mitigation funding that may be attached to that declaration.

Next Steps

The following next steps were discussed at the meeting:

- Jurisdictions will complete the worksheets and send them to Mr. Luckey and Mr. Subbio.
- Attendees will provide any documents that they think may be relevant to the planning process.
- Tetra Tech will continue to update the risk assessment portion of the plan.
- The next meeting of the Planning Partnership, to discuss the updated risk assessment, will be scheduled once the risk assessment is completed.

The meeting adjourned at 7:30 p.m.




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Allegany County
Hazard Mitigation Plan Update
Planning Partnership
Kickoff Meetings





Agenda

- Introductions
- Planning Process
- Project Schedule Review
- Next Steps
- Questions



Introductions

- Name
- Agency
- Focus and Concerns




Planning Process

- Organization
 - Hazard Mitigation Team
 - Planning Partnership
 - Municipalities
 - Stakeholders
 - Open to the Public
 - Public Outreach
 - Project Website
 - Citizen Preparedness Survey
 - Public Review Meetings
 - Other Outreach



Planning Process (Continued)

- Data Collection
 - Reports and Plans
 - Worksheets
 - Events and Losses
 - Capability Assessment
 - National Flood Insurance Program Floodplain Administrator
 - Mitigation Action Review
 - Capability Assessment and Plan Integration
 - New Development



Planning Process (Continued)

- Hazard Analysis and Risk Assessment
 - Hazards of Concern

• Dam Failure	• Landslide	• Terrorism
• Drought	• Levee Failure	• Utility Failure
• Earthquake	• Pandemic/Disease Outbreak	• Wildfire
• Flood	• Severe Storm	
• Hazardous Materials	• Severe Winter Storm	
 - Review Hazard Profiles with the Planning Partnership and General Public





Planning Process (Continued)

- Mitigation Strategy and Activities
 - Develop Goals and Objectives
 - Develop with Hazard Mitigation Team
 - Review with Planning Partnership
 - Capability Assessment
 - Capability Assessment Survey
 - NFIP Floodplain Administrator Worksheet
 - Mitigation Action Plan Review
 - Integration Actions
 - New Mitigation Actions/Projects
 - Mitigation Solutions Workshop
 - Identify Actions
 - Open to the Public



Planning Process (Continued)

- Draft and Final Plans
 - Develop the Document
 - Main body
 - Jurisdictional annexes
 - Share Drafts with NYS DHSES Throughout the Process
 - Draft Plan Reviewed by the Hazard Mitigation Team Throughout the Process

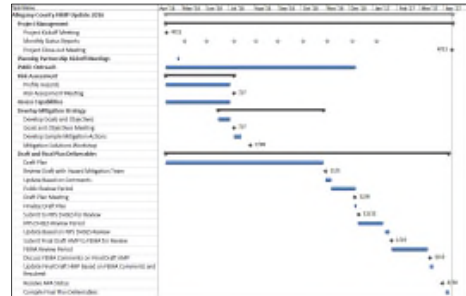


Planning Process (Continued)

- Draft and Final Plans (Continued)
 - Draft Plan Review Meeting
 - Open to the Public
 - Public Review
 - Submission to NYS and FEMA
 - Update As Necessary
 - “Approvable Pending Adoption”



Project Schedule Review



Next Steps

- Complete Worksheets
- Provide Reports and Plans
- Update Risk Assessment
- Next Meeting - Review the Risk Assessment



Questions?

Thank you for your time!





Contacts



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ALLEGANY COUNTY HAZARD MITIGATION PLAN UPDATE PROJECT
Planning Partnership Kickoff Meeting #1 Agenda

Tuesday, April 26, 2016 | 6:00 – 8:00 p.m.

1. Introductions

2. Planning Process

- a. Organization
- b. Data Collection
- c. Hazard Analysis and Risk Assessment
- d. Mitigation Strategy and Activities
- e. Draft and Final Plans

3. Project Schedule Review

4. Next Steps

- a. Complete worksheets
- b. Provide reports and plans
- c. Update risk assessment
- d. Next meeting – risk assessment review

5. Questions
