

HMP STAKEHOLDER WORKING GROUP INITIAL PLANNING MEETING MINUTES

1/20/2015

Date and Location. A Hazard Mitigation Plan (HMP) Stakeholder Working Group Initial Planning Meeting (IPM) was held on January 20, 2016 at 3:00 PM to begin the Sussex County Hazard Mitigation Plan Update Project.

Participants. HMP Working Group IPM attendees included representatives from the following organizations:

- City of Rehoboth Beach
- Department of Natural Resources and Environmental Control (DNREC)
- Ocean View
- Seaford
- Selbyville
- Sussex County Emergency Operations Center (EOC)
- Sussex County GIS
- Sussex County LEPC Floodplain Manager
- The Mangeri Group L.L.C.
- The Olson Group, Ltd. (OGL)
- Town of Henlopen Acres
- Town of Laurel
- Town of Slaughter Beach
- Town of South Bethany
- University of Delaware

Purpose. The purpose of the HMP Working Group IPM was to introduce the HMP Stakeholder Working Group to the HMP Update project and discuss the timeline and process for the project. Discussion and agreements made between meeting attendees during the meeting are provided below.

Overview of Activities

Welcome Remarks: Joe Thomas from the Sussex County Emergency Operations Center gave welcome remarks and discussed the purpose of the HMP Update project.

Introduction of Stakeholder Working Group Members: Members of the Working Group introduced themselves.

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Project Process and Future Meetings: Mr. Adam Montella and Mr. Anthony Mangeri, Sr., MPA, CPM, CEM discussed the project process. The project team will attempt to hold future meetings for the Working Group in conjunction with existing meetings in order to maximize stakeholder engagement. The HMP Update process must be transparent to the public, and all meetings and documentation will be available to the public through the county website and other avenues.

Data and Information Request Process: The project team will work with the Stakeholder Working Group to gather the information and data necessary to complete the plan update. Updated information on critical facilities will be used to do a tier two HAZUS run. Other information gathered will include the sector for each identified critical facility (transportation, health, etc.), the repetitive loss inventory from county Floodplain Management, the participating National Flood Insurance Program (NFIP) jurisdictions, and current local hazard mitigation ordinances, projects and strategies.

Mr. Mangeri discussed mitigation strategies and efforts that may be included in jurisdiction data, such as acquisition of vulnerable facilities, elevation, mitigation reconstruction, hardening and retrofitting facilities, drainage improvements, floodproofing, mitigation for community shelters, and safe rooms.

The current County Hazard Mitigation Plan can be found on the Sussex County Emergency Operations Center website at the following address:

http://www.sussexcountyde.gov/sites/default/files/PDFs/SussexCounty_March2010_HMP_Update.pdf

Municipal Participation. Mr. Mangeri discussed the expectations for municipal participation during the HMP Update. Municipalities will respond to data a document requests, complete capability assessments, review and edit critical facility inventories, attend regularly scheduled mitigation coordination meetings, review and provide comment on plan materials and the updated draft plan, and adopt the plan at the end of the update process.

Project Timeline. The HMP Update will tentatively be held over a 29-week timeframe, pending the approval of a grant extension. The current project timeline was distributed to Stakeholder Working Group IPM attendees.

Future Planning Conferences. Additional meetings will be scheduled as the project progresses. The project team will attempt to schedule meetings during or in conjunction with existing meetings in an effort to and maximize stakeholder attendance and engagement.

Outstanding Actions

The following actions remain:

- OGL to send out Minutes from this meeting
- OGL and Mangeri Group to develop meeting agendas and prepare read-ahead materials for future planning meetings
- OGL and Mangeri Group to continue review and analysis of the current Sussex County Hazard Mitigation Plan
- OGL and Mangeri Group to begin outreach to gather data from Stakeholder Working Group and other stakeholders

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- OGL, Mangeri Group and Sussex County Emergency Operations Center to schedule future planning meetings with the Stakeholder Working Group
- Sussex County Emergency Operations Center to confirm HMP grant extension from DEMA/FEMA
- Sussex County GIS to provide relevant data to OGL and Mangeri Group within three weeks
- Working Group to provide names and contact information for other representatives from their organization who will be involved in the planning process

Hazard Mitigation Plan Update Project Points of Contact (POCs)

Sussex County:

Joe Thomas
302-855-7801

The Olson Group, Ltd.

Adam Montella, Project Manager
813-657-5395

Anthony Mangeri, Sr. MPA, CPM, CEM Lead Planner
856-217-9172

Attendee List

The following individuals attended the Initial Planning Meeting.

Name	Organization	Phone Number	E-Mail
Keith Banks	City of Rehoboth Beach	302-227-2577	Keith.banks@cj.state.de.us
Greg Williams	DNREC	302-739-9921	Gregory.williams@state.de.us
Janice Shute	DNREC	302-739-9921	Janice.shute@state.de.us
Anthony Mangeri, Sr. MPA, CPM, CEM	Mangeri Group L.L.C.	856-217-9172	amangeri@mangerigroup.com
Charles McMullen	Ocean View	302-539-1208	admintov@oceanviewde.com
Charles Anderson	Seaford	302-629-9173	canderson@seaford.com
Michael S. Deal	Selbyville	302-436-8314	tmselbyville@mchsi.com
Joe Thomas	Sussex County EOC	302-855-7801	jthomas@sussexcountyde.gov
Charles Stevenson	Sussex County EOC	302-855-7800	cstevenson@sussexcountyde.gov
Jeff Shockley	Sussex County Floodplain Mgmt.	302-855-7884	jcshockley@sussexcountyde.gov
Megan Nehrbas	Sussex County GIS	302-855-1176	mnehrbas@sussexcountyde.gov
Joel Marshall	Sussex County GIS	302-875-2277	Joel.marshall@sussexcountyde.gov
Mark Deau	Sussex County GIS	302-855-1176	mdeau@sussexcountyde.gov

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Name	Organization	Phone Number	E-Mail
Adam Montella	The Olson Group	813-657-5395	amontella@olsongrouppltd.com
Hana Beckerle	The Olson Group	703-518-9982	hbeckerle@olsongrouppltd.com
Thomas Roth	Town of Henlopen Acres	302-227-6411	townmgr@henlopenacres.com
Sgt. Adam Hitchens	Town of Laurel	302-875-2244	Adam.hitchens@cj.state.de.us
James Fosky	Town of Laurel	302-875-2277	laurelpwd@comcast.net
Jamie Smith	Town of Laurel	302-875-2277	laureltm@comcast.net
Bob Wood	Town of Slaughter Beach	443-845-6509	Woodduck418@gmail.com
Melvin Cusick	Town of South Bethany	302-539-3653	townmanager@southbethany.org
Mark Seifert	University of Delaware	302-831-7394	seifert@udel.edu