

HMP STEERING COMMITTEE & WORKING GROUP COMBINED PLANNING MEETING MINUTES

3/24/2016

Date and Location. A Hazard Mitigation Plan (HMP) combined Steering Committee and Working Group Planning Meeting was held on March 24, 2016 at 3:00 PM at the Sussex County Emergency Operations Center.

Participants. The combined Steering Committee and Working Group meeting attendees included representatives from the following organizations:

- Department of Natural Resources and Environmental Control (DNREC)
- Town of Ocean View
- Town of Selbyville
- Sussex County Emergency Operations Center (EOC)
- The Mangeri Group L.L.C.
- The Olson Group, Ltd. (OGL)
- Town of Henlopen Acres
- Town of South Bethany

Purpose. The purpose of the meeting was to provide an update the HMP Steering Committee and Working Group on the status of the HMP Update project and discuss next steps. Discussion and agreements made between meeting attendees during the meeting are provided below.

Overview of Activities

Project Update: Mr. Anthony Mangeri, Sr., MPA, CPM, CEM discussed the project progress. Mr. Mangeri discussed the process of using HAZUS software, courtesy of the University of Delaware in cooperation with Sussex County EOC and Sussex County GIS. HAZUS is a software program that uses GIS and data provided to map hazards and risk facilities in a given jurisdiction.

Mr. Mangeri then presented a list of hazards, the priority ranking of those hazards, and the methodology and justification behind the hazard rankings. Meeting attendees discussed past events, current mitigation projects and expenditures, and other factors that may change the ranking of hazards.

Please see the meeting packet sent separately from these minutes to view the current hazard rankings.

Public Meetings. As per FEMA requirements for the HMP Update project, it is required that the public be notified of the project and updated on its progress. The Olson Group team presented the project to the Sussex County Planning and Zoning Commission at its public meeting on March 24, 2016 at 6 p.m.

Sussex County Hazard Mitigation Plan Update Project

Data and Information Request Process: The project team continues work with the Stakeholder Working Group to gather the information and data necessary to complete the plan update. 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.

Next Steps. The Olson Group team will analyze data provided by Steering Committee and Working Group members to revise the current priority rankings for hazards. The Olson Group team will also continue development of the Hazard Identification and Risk Analysis (HIRA) for Sussex County.

Project Timeline. The HMP Update project received a deadline extension from FEMA until October 2016 due to the county's emergency declaration in response to Winter Storm Jonas. It is anticipated that the project will be completed well before the extension deadline. The original project timeline was distributed to the Steering Committee and Stakeholder Working Group at the January 20 Initial Planning Meeting.

Future Planning Meetings. 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. The next meeting will tentatively be scheduled in late April or early May 2016.

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 schedule future planning meetings with the Steering Committee, Stakeholder Working Group and other stakeholders.
- Sussex County municipalities to provide additional data on past events and current expenditures to OGL and Mangeri Group for analysis.
- OGL and Mangeri Group to begin HIRA development.

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

Sussex County Hazard Mitigation Plan Update Project

Attendee List

The following individuals attended the Planning Meeting.

Name	Organization	Phone Number	E-Mail
Eric Norenberg	City of Milford	302-424-8394	enorenberg@milford.de.gov
Mike Powell	DNREC	302-739-9921	Michael.powell@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 Stevenson	Sussex County EOC	302-855-7800	cstevenson@sussexcountyde.gov
Hana Beckerle	The Olson Group	703-518-9982	hbeckerle@olsongrouppltd.com
Thomas Roth	Town of Henlopen Acres	302-227-6411	townmgr@henlopenacres.com
Michael S. Deal	Town of Selbyville	302-436-8314	tmselbyville@mchsi.com
Scott Collins	Town of Selbyville	302-436-5085	Ward.collins@cj.state.de.us
Joseph Hinks	Town of South Bethany	302-539-3653	inspector@southbethany.org