

HMP STEERING COMMITTEE INITIAL PLANNING MEETING MINUTES

1/20/2015

Date and Location. A Hazard Mitigation Plan (HMP) Steering Committee Initial Planning Meeting (IPM) was held on January 20, 2016 at 2:00 PM to begin the Sussex County Hazard Mitigation Plan Update Project.

Participants. HMP Steering Committee IPM attendees included representatives from the following organizations:

- Sussex County Emergency Operations Center (EOC)
- Delaware Emergency Management Agency (DEMA)
- Sussex County LEPC Floodplain Manager
- Sussex County GIS
- The Olson Group, LTD (OGL)
- The Mangeri Group L.L.C.

Purpose. The purpose of the HMP Steering Committee IPM was to introduce the HMP Steering Committee 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

Status of HMP Grant Extension Request to DEMA/FEMA: Joe Thomas from the Sussex County Emergency Operations Center gave welcome remarks and briefed the meeting attendees of the status of the HMP Grant extension request. Mr. Thomas prepared a formal request to DEMA and FEMA to extend the grant funding for this project. FEMA is expected to approve a six-month extension, which will provide a buffer of two additional months based on the revised project timeline.

Introduction of Steering Committee Members: Members of the Steering Committee introduced themselves and their role in hazard mitigation efforts in Sussex County.

Project Process and Future Meetings: Mr. Adam Montella and Mr. Mangeri, Sr. MPA, CPM, CEM discussed the project process. The project team will attempt to hold future public meetings for both the Steering Committee and 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 Steering Committee and 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

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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.

DEMA will be included throughout out the process in order to get incremental approval of the HMP update.

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
- 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

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

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Attendee List

The following individuals attended the Initial Planning Meeting.

Name	Organization	Phone Number	E-Mail
Art Paul	DEMA	302-659-2253	Arthur.paul@state.de.us
Ed Strouse	DEMA	302-659-2214	Edward.strouse@state.de.us
Anthony Mangeri, Sr. MPA, CPM, CEM	Mangeri Group L.L.C.	856-217-9172	amangeri@mangerigroup.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
Adam Montella	The Olson Group	813-657-5395	amontella@olsongrouppltd.com
Hana Beckerle	The Olson Group	703-518-9982	hbeckerle@olsongrouppltd.com