

<b>Purpose of Meeting:</b>	Planning Partnership Meeting #1
<b>Location of Meeting:</b>	Microsoft Teams
<b>Date/Time of Meeting:</b>	10 AM-November 18, 2022

<b>Attendees: <u>Franklin County</u></b> <ul style="list-style-type: none"> <li>• Jeff Young, EM&amp;HS Director</li> <li>• Connor Robb, EM&amp;HS Specialist</li> <li>• Greg Thomas, Engineering</li> </ul>	<b><u>Tetra Tech</u></b> <ul style="list-style-type: none"> <li>• Doug McIlvain, Project Manager</li> <li>• Heather Appgar, Lead Planner</li> <li>• Emily Vassallo, Planner</li> </ul>
<b><u>Municipalities</u></b> <ul style="list-style-type: none"> <li>• Canal Winchester (C) – Matt Peoples, Director of Public Services</li> <li>• Columbus (C) - Vikram Airi, Emergency Preparedness Planner, Columbus Public Health</li> <li>• Dublin (C) - Tom Hirschy, EM Coordinator</li> <li>• Franklin (Twp) – Steve Mazer, Administrator</li> <li>• Gahanna (C) - Tom Komlanc, Director of Engineering</li> <li>• Grandview Heights (C) – Aubrey Hale, Strategy and Engagement Officer; James Beckett, Asst. Fire Chief</li> <li>• Jefferson (Twp) - Kelly Kiener; Dion Grener, Administrator</li> <li>• Lockbourne (V) – Kendall Collins, Deputy Administrator</li> <li>• New Albany (C) - Anna Van Der Zwaag, Planner</li> <li>• Obetz (V) – Jess Griffith</li> <li>• Plain (Twp) – Ben Collins, Administrator</li> <li>• Prairie (Twp) – Allen Scott, Chief; James Jewell, Administrator</li> <li>• Truro (Twp) – Jason Nicodemus, Administrator</li> <li>• Upper Arlington (C) – Chris Zimmer, Asst. Fire Chief; Jackie Thiel, Asst. City Manager</li> <li>• Washington (Twp) – Eric Richter, Administrator</li> <li>• Westerville (C) – Brian Miller, Fire Chief; Monica Irelan, City Manager</li> <li>• Worthington (C) – John Moorehead, Direct of Service and Engineering; Mark Zambito, Asst. Fire Chief</li> </ul>	

<b>Agenda Summary:</b>	Welcome; In-Kind Tracking; Hazard Mitigation overview and benefits, project organization, planning team responsibilities, planning process overview; municipal worksheets; schedule; questions
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Item No.	Description	Action By:
1.	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>• Jeff Young introduces Tetra tech and Heather. Provides summary of the HMP process.</li> <li>• Jeff turns information over to Heather and Doug</li> <li>• Doug introduces himself and explains a little about what the Hazard Mitigation Plan is used for and stresses importance of input of Franklin County</li> <li>• Heather introduces herself as lead planner and explains features of meeting and chat feature</li> <li>• Introduction of Connor as point of contact for project</li> </ul>	County and Tt
2.	<b>In-Kind Tracking</b> <ul style="list-style-type: none"> <li>• Explanation of participation recording: meetings, input, worksheets, outreach, surveys</li> <li>• Documentation of time spent on HMP project</li> </ul>	Tt
3.	<b>Benefits of Hazard Mitigation and Overview</b> <ul style="list-style-type: none"> <li>• Make connections, evaluate risks, look at specific hazards and actions that can be taken. Integrating hazard mitigation plan into day-to-day operation, Incorporate new FEMA local HMP guidance</li> <li>• Need a mitigation action for every HOC- start thinking of potential projects</li> <li>• Understand future impact of climate change on hazards and produce actions</li> <li>• Look at how hazard mitigation is being integrated in the County and in municipalities</li> </ul>	Tt

	<ul style="list-style-type: none"> <li>Look at socially vulnerable populations- what is county and jurisdiction doing to address this?</li> <li>Overview is broken into 7 phase approach</li> <li>Hazard mitigation definition- sustained action taken to reduce or eliminate risk to life and property from a hazard event</li> <li>Why update? - FEMA requirement; helps look at new impacts/hazards; allows us to look at new data and infrastructure and allows municipalities to provide new input; support CRS participation</li> </ul>	
4.	<p><b>Project Organization and Overview</b></p> <ul style="list-style-type: none"> <li>Planning partnership - Each participating municipality that would like to adopt the plan; must complete worksheets, provide input to planners; attend meetings; identify mitigation actions for your community; involve the public</li> <li>Steering Committee - emergency management and Tetra Tech Inc; guides planning partnership and oversees planning process</li> <li>Stakeholders - local business, nonprofits, emergency services present in county</li> <li>Ohio EMA - provide guidance to County to meet FEMA guides; will evaluate plan</li> </ul>	Tt
5.	<p><b>Update Risk Assessment</b></p> <ul style="list-style-type: none"> <li>Look at previous impacts, update assets, analyze risks, review with planning team</li> <li>Update critical facilities list, population</li> <li>Review of 2018 HOC List</li> <li>2023 Potential HOC                             <ul style="list-style-type: none"> <li>Include Heat and Cold for extreme temp</li> <li>Geological Hazards- sinkholes and erosion</li> <li>Disease Outbreak /Health and Safety addition</li> </ul> </li> <li>Presents identifying HOC survey exercise that will be sent out</li> <li>Worksheet A- Hazard Event History; how have hazards affected county from 2018- now</li> <li><b>Critical Facilities</b> <ul style="list-style-type: none"> <li>Review 2018 critical facilities</li> <li>Identify lifelines and essential facilities</li> <li>Emergency response; public services and utilities; private/commercial</li> <li>Add critical food establishments, testing and vaccination sites; etc.</li> </ul> </li> </ul> <p><b>Public and Stakeholder Outreach</b></p> <ul style="list-style-type: none"> <li>Social Media Posts,</li> <li>Press Release,</li> <li>HMP website</li> <li>Surveys for stakeholder, public and neighboring counties                             <ul style="list-style-type: none"> <li>Heather provides information and tips for getting surveys out there; requests photos of social media posts and actions taken by jurisdictions to spread the word</li> </ul> </li> </ul> <p><b>Capability and Mitigation strategy</b></p> <ul style="list-style-type: none"> <li>Capabilities: Planning, Administrative, technical, financial, educational and outreach                             <ul style="list-style-type: none"> <li>Worksheet B: prepopulated from last plan; just update looks at plans, codes, authority</li> </ul> </li> <li>Worksheet C: NFIP FPA questionnaire</li> <li>Worksheet D: Building permits and new and anticipated development</li> </ul>	Tt; County and Municipalities to complete worksheets

	<p><b>Update Mitigation Strategy</b></p> <ul style="list-style-type: none"> <li>• Made up of goals, actions and action plan</li> <li>• Worksheet E: Evaluate status of mitigation actions; any projects that you want to include</li> <li>• One mitigation action for every HOC</li> <li>• Identify New actions/projects</li> <li>• Mitigation Workshop-TBD</li> </ul> <hr/> <p><b>Update Other Sections of Plan</b></p> <ul style="list-style-type: none"> <li>• Volume 1, 2, Appendices</li> <li>• County Profile</li> <li>• Planning Process</li> <li>• Plan Maintenance</li> </ul> <p><b>Plan Review and Adoption</b></p> <ul style="list-style-type: none"> <li>• Review draft with planning team</li> <li>• Public review and comment for 30 days</li> <li>• FEMA allows you to adopt plan through resolution before APA is given</li> <li>• Plan integration: how is plan linked to local plans?</li> <li>• Explore funding options for actions and projects; grant applications</li> </ul>	
6.	<p><b>Went over each Worksheet</b></p> <ul style="list-style-type: none"> <li>• <b>Worksheet A-</b> first table is an explanation of affects felt from County and each jurisdiction from list of FEMA hazards in the worksheet; can add other events that were not FEMA declarations in second table: helps planners see damages and problems</li> <li>• <b>Worksheet B-</b>We prepopulated data from 2018 plan; Looks at building code, zoning, and land use codes, staffing available, public outreach</li> <li>• <b>Worksheet C-</b>NFIP, CRS Floodplain administrator questionnaire: whoever is most knowledgeable of NFIP program and flooding should fill out</li> <li>• <b>Worksheet D-</b> new building permits, looks at new major development and anticipated major development; survey being sent out</li> <li>• <b>Worksheet E-</b> update mitigation strategy status from the plan in 2018 and note if it needs to be included in update; worksheets will be blank for those that did not participate in 2018 plan. Heather provides description of table information and status rankings: no progress, ongoing, complete. Another table present for additional actions/projects that may be needed</li> </ul>	Tt; County and Municipalities to complete worksheets
7.	<p><b>Next Steps</b></p> <ul style="list-style-type: none"> <li>• Heather provides tentative schedule to all meeting attendees</li> <li>• Worksheets due by December 12</li> <li>• Complete worksheets, workshops, risk assessment meetings, public review, rough draft, final draft public review meeting</li> <li>• Mitigation Strategy meetings and workshops tentative schedule</li> <li>• Submit to FEMA (45 days)</li> <li>• Approvable Pending Adoption Status</li> <li>• Then HMP can be adopted</li> </ul> <p><b>Questions</b></p> <ul style="list-style-type: none"> <li>• Tom Hirschy asks when they will all get those worksheets- Heather answers and gives a date of 11/21</li> </ul>	Heather
8	<p><b>Worksheets-</b></p> <ul style="list-style-type: none"> <li>• <b>Worksheet A – Hazard Event History –</b> dollar amounts incredibly helpful for this</li> <li>• <b>Worksheet B – Capability Assessment</b></li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Worksheet C – NFIP FPA Questionnaire</b> – best person to fill this out is Floodplain Admin – if no Floodplain Admin, person with most knowledge about flooding should fill this worksheet out</li> <li>• <b>Worksheet D – Action Review</b> – previous actions, need progress description of those actions for plan update. If no progress – please explain why</li> <li>• <b>Worksheet E – Building Permits</b> – need to document how much development has/will occur within the county in the next 5 years</li> </ul>	
9	<p><b>Wrap-Up/Questions</b></p> <ul style="list-style-type: none"> <li>• Jeff and Connor say closing remarks. Heather and Doug say closing remarks. Meeting concurs at 11:01 am</li> </ul>	