

Washington County, NJ – Hazard Mitigation Plan 2024 Update
Steering Committee Kick-Off Meeting | Meeting Minutes



Purpose of Meeting:	Washington County Steering Committee Kick-Off Meeting	
Location of Meeting:	Teleconference	
Date of Meeting:	January 23, 2024 @ 10:00AM	
Attendees:	<ul style="list-style-type: none"> • Washington County <ul style="list-style-type: none"> ○ Glen Gosnell, Director of Public Safety ○ Gina Cantanucci, Director - Office for Aging and Disabilities Resource Center ○ John Graham, Code Enforcement ○ Heather Weller, GIS Specialist – Office of Real Property ○ Deborah Donohue, Superintendent of Public Works ○ Pamela Landi, Planning 	<ul style="list-style-type: none"> • Tetra Tech <ul style="list-style-type: none"> ○ Heather Apgar, Project Manager ○ Jessica Stokes, Planner ○ Grace Altenburg, Planner
Agenda Summary:	The purpose of the meeting was to introduce the Steering Committee members and contract consultant, provide an overview of the hazard mitigation planning process, identify the 2024 hazards of concern, discuss potential changes to the plan’s goals and objectives, and to begin the information gathering processes.	
Item No.	Description	Action item(s):
1	Introductions <ul style="list-style-type: none"> • Glen Gosnell introduced the Hazard Mitigation Plan, the need for the plan, and why the individuals in this meeting are representatives on the Steering Committee. 	-
2	Hazard Mitigation Overview <ul style="list-style-type: none"> • Mitigation describes actions taken to help reduce or eliminate the long-term risks/damages cause by hazards • Having an HMP permits eligibility for FEMA pre- and post-disaster grant funding <ul style="list-style-type: none"> ○ Must meet FEMA’s new 2023 guidelines, which include an increase in participation, discussions on climate change, outreach to socially vulnerable populations, increased documentation needs, and to show how existing capabilities are integrated into the plan. 	-
3	Project Organization <ul style="list-style-type: none"> • Made up of the Core Planning Team, Steering Committee, Planning Partnership, Stakeholders, and NYS DHSES • Steering Committee members guide the Planning Partnership through the HMP update process, oversee the planning process from start to finish, and actively contribute, review and provide feedback, identify mitigation actions, etc. 	-
4	Planning Process Overview <ul style="list-style-type: none"> • The risk assessment provides a basis for policy and helps to identify what is most important to address to increase resiliency. <ul style="list-style-type: none"> ○ We will be reviewing and updating the Hazards of Concern, updating assets, assessing impacts, and analyzing risks to assets. • Critical Facilities provide essential services to the community, especially before, during, and after a disaster. • Community Lifelines provide services that allow continuity of operations of critical business and government functions, and crucial to health and safety of residents. • We will need to identify socially vulnerable populations and underserved communities. How will we incorporate socially vulnerable populations in Washington County? 	Steering Committee <ul style="list-style-type: none"> • Provide input on the hazards of concern.

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	<ul style="list-style-type: none"> ○ LEAP completed a survey that targeted vulnerable populations. This may be a reliable resource for data ● Public outreach will occur continually throughout the planning process through social media posts, surveys, County and municipal websites, and the StoryMap. ● Assessing capabilities can lead to the identification of potential mitigation actions, which bolsters the mitigation strategy. ● Take the time to finalize the 2024 Hazards of Concern: <ul style="list-style-type: none"> ○ Dam Failure ○ Disease Outbreak ○ Drought ○ Extreme Temperature ○ Earthquake ○ Flood ○ Severe Weather ○ Severe Winter Weather ○ Wildfire ● Goals and objectives for the 2024 update will be completed by this Steering Committee via a survey. 	
5	<p>Project Schedule</p> <ul style="list-style-type: none"> ● Kick-Off Meeting – Today ● Goals and Finalize Hazards – April 2024 ● Risk Assessment/Mitigation Strategy Workshop – April/May 2024 ● Draft Plan – June 2024 ● Public Review Period – July 2024 ● Draft to NYS DHSES – September 2024 ● Draft to FEMA – October/November 2024 	-
6	<p>Questions/Next Steps/Discussion</p> <ul style="list-style-type: none"> ● Do we need a LOIP from anybody other than the County Public Safety? <ul style="list-style-type: none"> ○ Nope! Just from each municipality. ● As far as I know the flood plains are still in draft mode, will you put that disclaimers on the story mode or will you wait till the flood maps are final? <ul style="list-style-type: none"> ○ We will use the preliminary or effective maps (whichever was updated last) and make a disclaimer which ones were used. 	-
7	<p>Conclusion</p> <ul style="list-style-type: none"> ● The meeting adjourned at 11:00 am. 	