



APPENDIX B MEETING DOCUMENTATION

This appendix includes meeting agendas, sign-in sheets and minutes (where applicable and as available) for meetings convened during the development of the Morris County Hazard Mitigation Plan Update.



MORRIS COUNTY HAZARD MITIGATION PLAN - 2014 UPDATE
Pre-Project Kick-Off Meeting – Agenda
September 26, 2014



- Introductions
- Project Schedule
- Municipal Participation – Letters of Intent to Participate?
- Proper County Project Contact Name and Information
- Steering Committee Make-up?
- Information and Data Collection
 - GIS Point of Contact for Critical Facilities
 - Web Site Point of Contact or Tetra Tech to create a Web Site?
 - Point of Contact for reviewing Public Information (brochure/surveys/announcements)
- Meeting Logistics
 - Municipal Kick-Off – (mid-October)
 - Date and Location
 - Invitation Template
 - Municipal Annex Workshops – (two or three days with AM/PM sessions in early/mid-November)
 - FEMA/NJOEM Mitigation Strategy Workshop (early December)
- Public and Stakeholder Outreach
 - Develop list of County stakeholders (flood advisory commission, academia, commerce, hospitals, transportation, school districts, fire districts, police, utilities, etc.).
 - Stakeholder surveys
 - County website
 - Press releases from County in newspapers and social media





MORRIS COUNTY HAZARD MITIGATION PLAN - 2014 UPDATE
Steering Committee Meeting – Agenda
October 7, 2014



- Introductions
- Updating the Mitigation Plan – Why?
- The Role of the Steering Committee and Steering Committee Guidelines – see handout
- Schedule
 - Overview
 - Monthly Steering Committee Meetings – Recurrent date to be determined)
 - Municipal Kick-Off Meeting - Monday, October 20th
 - Municipal Data Collection Meetings (three days at MCOEM, dates to be determined)
 - FEMA/NJOEM Mitigation Strategy Workshop - January 2015
 - Public Review/Submit to NJOEM (March 1, 2015)
- Steering Committee Action Items
 - Letters of Intent to Participate – Already distributed by County OEM
 - Data Wish List, Critical Facility Inventory – see handout
 - Plans and Reports (County documents) – see handout
 - Goals and Objectives Review – see handout
 - Hazards of Concern Review – see handout
 - Public and Stakeholder Outreach
 - Public Website (County)
 - Public Preparedness and Mitigation Survey (online) – see handout
 - Targeted Stakeholder Surveys (online) – see handouts
 - Social Media
 - Trifold Brochure – see handout
 - Media Releases
 - County Mitigation Action Plan Review - worksheet
 - In-Kind Services Tracking



Morris County Hazard Mitigation Plan Update Meeting Minutes

Purpose of Meeting:	Steering Committee
Location of Meeting:	Morris County Office of Emergency Management
Date of Meeting:	October 7, 2014

Attendees:

See attached sign-in sheets

Agenda Summary: This meeting was held to provide the Steering Committee information about the below topics and to make collaborative decisions.

Item No.	Description	Action By:
1	Introduction All members introduced themselves.	All SC members
2	Updating the Mitigation Plan – Why? The Steering Committee was provided information about why the plan update is required.	Tetra Tech
3	Role of the Steering Committee and Steering Committee Guidelines Discussion and review was had about what is expected of Steering Committee members	Tetra Tech and all SC members
4	Project Status The current status of the project was reviewed. It was stressed that this project is on an accelerated timeframe.	Tetra Tech and all SC members
5	Mission Statement, Goals and Objectives The mission statement, goals and objectives were drafted by the Steering Committee.	All SC members
6	Public Website and Citizen Survey The public website and citizen survey was discussed by the Steering Committee.	All SC members
7	Schedule Action Items The proposed schedule and committee action items were discussed to include critical facilities, NFIP data request, update of past mitigation actions and hazards of concern	All SC members
8	Public and Stakeholder Outreach A press release, public website information and draft brochure were discussed at the meeting.	All SC members



MORRIS COUNTY ALL HAZARD MITIGATION PLAN UPDATE
 SIGN-IN SHEET
 TOPIC: Steering Committee Meeting
 MEETING DATE: October 07, 2014



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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
Municipal Kick-Off Meeting – Agenda
Monday, October 20, 2014



- Welcoming Remarks and Introductions
- Updating the Mitigation Plan – Why?
- Schedule (accelerated)
- Role of the Municipal and County Participants
- Planning Process
 - Organize Resources
 - Re-assess Risk
 - Review and Update HMP
 - Implement Plan and Monitor Progress
- In-Kind Tracking
- Action Items
 - Return Letter of Intent to Participate to County OEM
 - Confirm Local Floodplain Administrator and Contact Information today
 - Sign Up for Municipal Annex Workshops – November (SurveyMonkey site)
 - Homework – Found on your CD; Complete and bring to workshops
 - FEMA Mitigation Strategy Workshop Meeting: January 2015
- Questions and Answers

Project Contacts

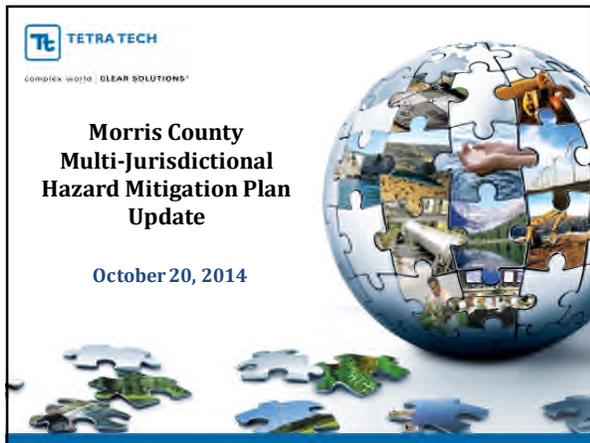
Morris County:

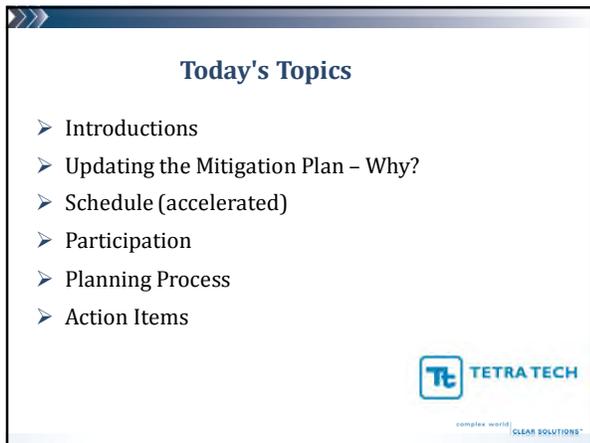
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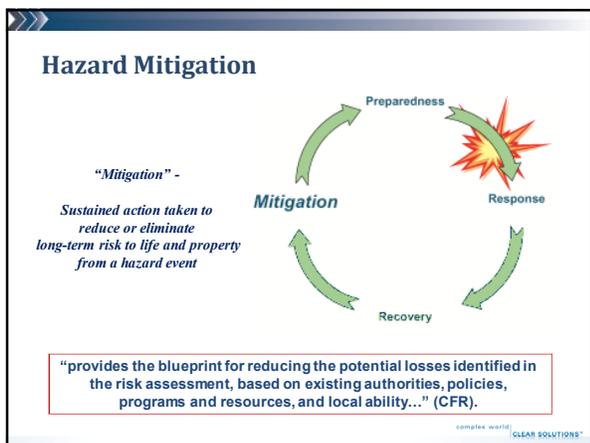
Tetra Tech:

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DMA 2000 Purposes and Requirements

- The Disaster Mitigation Act of 2000 (DMA 2000)
 - Establishes a national program for pre-disaster hazard mitigation
- Formalizes State administration of Hazard Mitigation Grant Program
- Requires State and Local All-Hazard Mitigation Plans as a condition of pre-disaster mitigation funding

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Morris County and DMA 2000

The mitigation plan update will:

- Help Morris County prepare for and mitigate the effects of disasters
- Continue to allow the county and participating partners to be eligible for pre and post disaster mitigation funding (Hazard Mitigation Assistance – HMGP, PDM, FMA)
- Support CRS participation/rating of municipalities

A Local Mitigation Plan demonstrates the jurisdiction's commitment to reducing risk and serves as a guide for decision makers as they commit resources to minimize the effects of natural hazards.

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We Cannot Afford to Let the Plan Expire

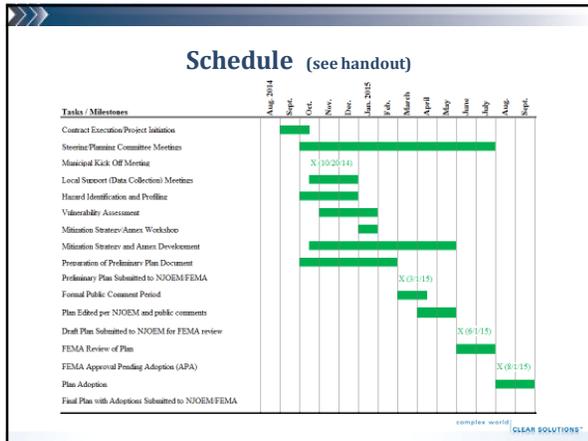
- The Morris HMP expires in August 2015
- Public Assistance (PA):
 - In a Presidential Disaster Declaration PA Categories A (Debris Removal) & B (Emergency Protective Measures) are only covered
 - You need a current HMP for PA Categories C through G (Permanent Work)
- Hazard Mitigation Assistance Grant Funding (PDM, FMA – annual grant cycle; HMGP in a Disaster)

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Requirements for Local Mitigation Plan Updates

- Include the opportunity for public comment and for relevant agency and stakeholder involvement
- Updated Risk Assessment - a factual basis for activities proposed in the Mitigation Strategy section include:
 - Overview of hazards (type, location, probability)
 - Vulnerability analysis (impact on buildings, infrastructure, economy, development trends)
 - Multiple jurisdictions (specific to each town/village/city)
- Updated Mitigation Strategy – a blueprint for reducing losses identified in the risk assessment
- Plan Maintenance and Adoption Processes

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Plan Document

- Volume 1 will contain all information that applies to the whole planning area (county) such as description of the planning process, risk assessment, goals and objectives, County/multi-jurisdictional mitigation strategies and a plan maintenance program.
- Volume 2 will contain those elements that are "jurisdiction specific". Your community's chapter. These annexes will meet DMA requirements for each jurisdiction.

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Organization of the Planning Group

- County Management Team (OEM)
- Contract Consultant (Tetra Tech)
- Steering Committee
- Planning Committee / Planning Partners
- Stakeholders
- General Public

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Municipal Planning Partnership

- All municipalities are encouraged to participate (and continue to be covered by the County-wide Plan), and all have indicated their interest.
- FEMA has greatly expanded their scrutiny of "participation"... Municipalities are required to **actively** participate.
- All municipalities who wish to join the update process must formally indicate their intent to participate.

Letters of Intent to Participate
Your Letter of Intent to Participate (LOIP) for your community are due. Please give to Jeffrey Paul(OEM).

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Municipal Participation

- Attend planning partnership meetings/workshops
- Invite floodplain resident to Planning Committee – CRS points!
- Provide data and information in a timely manner
- Support public and stakeholder outreach in your jurisdiction
- Assist with the development of your jurisdictional annex
- Review and provide feedback on Draft and Final Plan documents
- Facilitate the adoption process – Governing Body must pass an Adoption Resolution
- Implement and Maintain the Plan



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Re-Assess the Risk

These are the Five Steps to Assess Risk:

1. Identify Hazards
2. Profile Hazards
3. Inventory Assets
4. Estimate Losses
5. Evaluate Mitigation Options

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Assess the Risk - Step 1: Hazard of Concern Identification

Hazards of Concern (HOCs)- Those natural hazards that pose significant risk to the Planning Area – and we can address through mitigation rather than only through preparedness, response and recovery.

- Review and update the “hazards of concern” that we will carry through the planning process.
- Our effort should be proportional to the risk the hazards pose.
- Each municipality has differing risk to the HOCs.
- We are generally limiting this plan to natural hazards.

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Hazards of Concern Exercise (see handout)

State HMP Hazards of Concern	Morris County HMP Hazards of Concern	
	2014 Plan	Proposed 2015 Plan Update
Dam/Lever Failure	Dam and Lever Failure	Dam Failure
Drought	Drought	Drought
Earthquake	Earthquake/Geological	Earthquake
Geologic (landslide, subsidence/sinkholes)	Landslide (non-seismic)	Geologic (landslide, subsidence/sinkholes)
	Extreme Temperature - Cold	Extreme Temperature - Heat and Cold
	Extreme Temperature - Heat	
Flood	Flood	Flood
Hurricanes and Tropical Storms	High Wind - Straight-Line Winds High Wind - Tornado	
Severe Weather (high winds, tornado, thunderstorm, hail, extreme temperature)	Hail Severe Storm - Lightning	Severe Weather (thunder, tropical storm, hail, high winds, tornado, lightning)
Severe Winter Weather (snow, blizzard, ice storm, Nor'Easter)	Severe Storm - Winter Weather Ice Storm	Severe Winter Weather (snow, blizzard, ice storm, Nor'Easter)
Wildfire	Wildfire	Wildfire
		Substance (Gasoline) Carrying, Vegetation (Disturbance)
Hazardous Substances (flood site, in-water)	Hazardous Materials Release - Flood Site Hazardous Materials Release - Transportation	Hazardous Materials Release - Flood Site and Transportation

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Assess the Risk - Step #2: Hazard Profiling (Worksheet #1 on your CD)

- Hazards are profiled (characterized) according to:
 - Background and local conditions
 - Historic frequency and probability of occurrence
 - Severity
 - Historic losses and impacts
 - Designated hazard areas
- What hazard events have occurred since the 2010 Plan?
- What County and local losses have occurred as a result of these events?



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Worksheet #1 on CD Events and Losses

Homework

Complete Worksheet #1 (Events/Losses) to the best of your ability and bring to the November Workshop or send via email

Date of Event	Event Type	ICMA Description	Morris County Description	Did your community suffer directly as a result of this event? (Yes/No - If "yes" please complete the event loss summary sheet for this event)
April 16, 2011	Flood	N/A	N/A	
August 28 - September 7, 2011	Hurricane Irene	DR-1312 DR-422	Yes Yes	
September 28 - October 6, 2011	Release of Toxic Substances	DR-409	No	
October 29, 2011	Severe Storms	DR-404	Yes	
June 15, 2012	Thunderstorm	N/A	N/A	
July 26, 2012	Thunderstorm	N/A	N/A	
October 28 - November 9, 2012	Hurricane Sandy	DR-1254 DR-498	Yes Yes	
April 14, 2013	Flash Flood	N/A	N/A	

For example
Main Street closed for
3 days;
Police/Fire/DPW
overtime; Shelter at
High School open for 1
day

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Assess the Risk - Step #3: Inventory Assets

What is at risk? People, Property, Economy, Environment

- Population and Demographics - Has this changed since 2010?
- Building Stock (Residential, Commercial, Industrial, Educational, etc.) - Has this changed since 2010?
- Facilities (critical and essential facilities, utilities, transportation features, high-potential loss facilities and user-defined facilities)
 - Police, Fire, Emergency Services
 - Hospitals and Medical Care Facilities
 - Schools and Care Facilities
 - Sheltering Facilities
 - Infrastructure (Transportation Systems, Utilities)



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Assess the Risk – Step #4: Estimate Losses

➤ Vulnerability Assessment- What do we predict our suffering to be if we do nothing to mitigate our risk:

- Given current conditions, which have changed since 2010?
- Given our improved understanding of risk, and tools to assess that risk, which have changed since 2010?



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Assess the Risk – Step #5: Evaluate Mitigation Options

➤ Re-evaluate Hazard Mitigation Goals and Objectives

Goals: General guidelines that state what we want to achieve. Should be consistent with the State goals and other local goals.
Example: "Protect property"

Objectives: Define strategies or implementation steps to attain a stated goal.
Example: "Enact or enforce regulatory measures that ensure new development will not increase flood threats to existing properties".



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Assess the Risk – Step #5: Evaluate Mitigation Options

➤ Re-evaluate Capabilities

What resources do we have at our disposal to Mitigate Risk?

"Proposed mitigation actions will be evaluated against the backdrop of what is feasible in terms of your government's legal, administrative, fiscal and technical capacities" (FEMA 386-3)

- Serve to identify legal authority and administrative, technical and fiscal capabilities in the state, county and jurisdictions that will facilitate or hinder hazard mitigation goals and objectives.
- State Capability Assessment is in the State HMP
- Part of this Planning Process is to build County and Local Mitigation Capabilities
- Training, Workshops and Seminars

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Update Progress on 2010 Actions

- Identify progress made on mitigation actions identified in 2010 plan.
- If an action wasn't completed, why not?
- This strategy review process is NOT meant to blame or punish. The answer can reveal things that need to be addressed to allow mitigation to progress (new initiatives), for example:
 - Obstacle: We do not have the technical resources to prepare a grant application.
 - Possible Action: Develop a county-level support team trained in application development.

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Update Progress on 2010 Actions (Worksheet #4 on CD)

Homework

Complete **Worksheet #4** (Custom to your Municipality) and bring to the **November** Workshops or send via email

Mitigation Action Plan Review Worksheet for the Township of Deenville

Please use the following table to indicate progress and next steps on your municipal mitigation strategy identified in the 2010 HMP. Please be as detailed as possible.

2010 Mitigation Action	Lead	Status	Describe Status	Next Step	Describe Next Step
Example: Smart-Cover Bridge	MODEM	No Progress	1. No progress 2. Bridge and associated components have received 40 million from state and federal 3. No funding secured	Update on 2012 HMP	1. Complete Smart-Cover Bridge along the base flood elevation 2. Finalize the "Disaster" level of an emergency The County also will have the authority to retrofit the bridge if it is owned by the State
Deville- Fig 1: Backing gates located on Muskeg Bridge	Equipment Department	Complete item		Complete in time	
Deville- Fig 2: Building code update	Municipal Code Enforcement	Complete item		Complete in time	

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New Mitigation Actions for 2015 HMP Update

- Opportunity to add new mitigation actions
- This includes all in-progress grant applications (HMGP generators, CDBG acquisitions, etc.)
- We will go over this at our next meeting (November Workshops)
- FEMA's Mitigation Strategy Workshop



"At the first sign of a flood, you just push this little button."

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Types of Mitigation Actions

- **Plans and/or Regulations.** Measures such as zoning and building code, ordinances, planning (comprehensive/master plans, stormwater management plans, open space), hazard/risk insurance (e.g. NFIP).
- **Property Protection.** Measures such as acquisition, elevation, relocation, structural retrofits, storm shutters, rebuilding, barriers, floodproofing.
- **Public Education and Outreach.** Measures such as public awareness projects, real estate disclosure, hazard information centers, technical assistance.
- **Natural Resource Protection.** Measures such as erosion and sediment control, stream corridor protection, vegetative management, wetlands preservation.

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Mitigation Action Example

General Action: Retrofit Vulnerable Infrastructure

Detailed Action:

The Village will replace the Jefferson Avenue Bridge, located in the center of the Village to avoid river flow restrictions created by the current design of the bridge. The current bridge has suffered extensive structural damage during past flooding events. The center piling of the bridge is located mid-stream in the Mamaroneck River and contributes to debris back-up and reduced flow capacity of the river.

Action Words to Use: Replace; Retrofit; Reconstruct; Improve Design; Increase Capacity; Acquire; Elevate; Study; Implement

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Other Planning Tasks

- Assuring wide involvement and public participation
 - Notices and News Releases on planning effort (newspapers)
 - HMP Webpage detailing effort, providing downloadable drafts of the plan, and providing a way for public input (local contact information and email link)
 - Invite Stakeholder and Public Participation
 - Citizen Survey
 - Stakeholder Surveys
 - Participate in County Comprehensive Economic Development Strategic Committee (County and Stakeholder Involvement)
 - Public access to draft and final plan documents
- Documentation of the Planning Process
- Plan implementation and maintenance procedures
- Adoption by local governments

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We Need You Engaged and Involved!

Outreach

- Link to County's HMP Web Page
- Social Media Blasts
- Local Announcements of HMP Update

More Homework

- Plan Integration (**Worksheet #5** on CD)
- New Development (**Worksheet #6** on CD)

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Integration with Other Plans and Programs

The Hazard Mitigation Plan should complement and support other Plans and Regulatory Mechanisms

- Emergency Operations Plan (EOP) / Comprehensive Emergency Management Plans (CEMP)
- Master Plans (regional and local) – these plans guide and direct land use and development
- Community Recovery and Redevelopment Programs
- Stormwater Management Plans
- Capital Improvement Plans (some of these projects are grant eligible)
- Higher Regulatory Standards (e.g. increased free-board, cumulative substantial damages)

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Plan Integration (Worksheet #5 on your CD)

- For a community to succeed in reducing long-term risk, hazard mitigation must be integrated into the day-to-day local government operations. We need to gather an understanding of your community's progress in plan integration, as well identify potential integration opportunities that you may pursue in the future.
- Circulate to your "team"

MORRIS COUNTY
 MULTI-DISCIPLINARY HAZARD MITIGATION PLAN OFFICE
 VERMONT TOWN PLANNING DEPARTMENT

Worksheet #5
 Planning and Policy - Individual Community Survey

This worksheet is available on being long term risk hazard mitigation plan for municipal use. See the local government operations. We encourage you to gather an understanding of your community's progress in plan integration. All data should be collected and submitted to the county office by the end of the survey period. Please complete the survey and return to: planning@morrisnj.gov and info@morrisnj.gov by the end of the survey period.

Planning Mechanism	Has your community adopted this plan?	Date of last update
Emergency Operations Plan (EOP) / Comprehensive Emergency Management Plans (CEMP)		
Master Plans (regional and local) – these plans guide and direct land use and development		
Community Recovery and Redevelopment Programs		
Stormwater Management Plans		
Capital Improvement Plans (some of these projects are grant eligible)		
Higher Regulatory Standards (e.g. increased free-board, cumulative substantial damages)		
Other		

Survey completed and returned to: planning@morrisnj.gov or info@morrisnj.gov

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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Kick Off Meeting
October 20, 2014



Name	Title	Agency/Municipality	Phone Number	E-mail
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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Kick Off Meeting
October 20, 2014



Name	Title	Agency/Municipality	Phone Number	E-mail
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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Kick Off Meeting
October 20, 2014



Name	Title	Agency/Municipality	Phone Number	E-mail
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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Kick Off Meeting
October 27, 2014



Name	Title	Agency/Municipality	Phone Number	E-mail
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Rick Syer	Director Branch of Land Rec	Lincoln Park	973 270 2056	rsyer@bolp.org
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Russel Grant	Construction Official	Peguenneack Twp	973-897-0323	RGRANT@PEGTWP.ORG
Robert Treiber	OEM Deputy	Flexham Park	973 410 5383	532@fapd.net
Kend Fullagar	Director OEM	Long Hill Twp	908 296 6432	KFullagar@LonghillPolice.US
Mark Giannanti	OEM Co.	HARDING TWPSP	973-455-0500	Mgiannanti@hardingnj.org
Paul Miller	MANAGING	RETMA BOGD.	973.630.5341	

Dial-In information: 1-866-692-5721 Participant Code: 8645710

Topics of discussion are listed below:

- Review of Municipal Kick Off Meeting

All municipalities attended

A few munis are questioning participation (why should they and what are the consequences of not participating)

- Hazard of Concern Confirmation (attached)
- Goals and Objectives Review and Confirmation (attached)
- Stakeholder Surveys and distribution
- Brochure Review Confirmation (attached)
- Citizen Survey Confirmation (attached)
- Review Webpage information (attached)
- Review of Workshop dates and times
 - Worksheet Completion Workshops: November 12, 13 or 14 at 10AM or 1PM
 - Next SC meeting will be a working meeting to complete worksheets for County. Same to be distributed.
 - Steering Committee completion of worksheets
 - #1 POC Events Losses to County facilities only: OEM
 - #2 Capability Assessment: Planning, OEM,
 - #3 NFIP FPA: N/A

#4 Past Mitigation Actions (2010): Engineer, Planning, OEM

#5 Plan Integration: Planning, OEM

#6 New Development for County facilities: Engineering,
Planning

- Mitigation Strategy Meeting with FEMA and State: January 14

Municipalities and Steering Committee attendance

- Next SC Meeting is scheduled for December 2nd at 10AM

We will be completing worksheets

Morris County Hazard Mitigation Plan Update Meeting Minutes

Purpose of Meeting:	Steering Committee Conference Call
Location of Meeting:	Telephonic
Date of Meeting:	November 7, 2014

Attendees:

Deena Leary, Director Planning and Public Works
 Keith Heimburg, Office of Emergency Management
 Jennifer McCulloch, Flood Mitigation Planning Coordinator
 Larry Gindoff, Solid Waste Coordinator
 Christine Marion, Planning Director, Planning and Public Works
 Arthur Vitale Director of Engineering, Park Commission
 Chris Walker, Superintendent, Building and Grounds
 Jonathan Raser, Tetra Tech
 Paul Miller, Tetra Tech

Agenda Summary: This conference call was held to approve and discuss the below topics.

Item No.	Description	Action By:
1	Steering Committee Guidelines Discussed and approved	SC members
2	Hazards of Concern Discussed, added Disease Outbreak and approved	SC members
3	Mission Statement, Goals and Objectives Discussed, revised and approved	SC members
4	Mitigation Website Review, changes made and approved	SC members
5	Citizen Survey and Stakeholder Surveys Reviewed, revised and approved. Discussed social media outlets	SC members
6	Mitigation Brochure Approved	SC members
7	Municipal Workshops Discussed dates and times for upcoming municipal workshops	Tetra Tech and SC members
8	Review of County Worksheets Discussed worksheets that County needs to complete. Same to be discussed and worked on at next Steering Committee meeting on December 2, 2014	Tetra Tech and SC members



MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
Municipal Workshops – Agenda
November 12, 13, 14, 2014



- Welcome Remarks and Introductions
- Goals of Workshop
- Informal Atmosphere
- Discussion, Review and Population of Worksheets 1-6
- Questions/Answers
- Next Steps
- Continue with In-Kind Tracking

Project Contacts

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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Workshop
November 12, 2014 AM



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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
 SIGN-IN SHEET
 Municipal Workshop
 November 12, 2014 P.M.



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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET

Municipal Workshop

November 13, 2014

1 PM



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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Workshop
November 14, 2014 AM.



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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Municipal Workshop
November 14, 2014 PM.



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MORRIS COUNTY HAZARD MITIGATION PLAN - 2014 UPDATE
Steering Committee Meeting – Agenda
December 02, 2014



- Review of Municipal Workshops
- Stakeholder Surveys posted and distributed
- Citizen Survey posted, Tweeted and on County Facebook page
- County Level Data Collection
 - Past Mitigation Action (2010) Update
 - Capability Assessment and Plan Integration Survey
- Mitigation Strategy Meeting with FEMA and State to be held on January 14 at 10 AM at County OEM. Municipalities and Steering Committee attendance
- Our next steering committee will be a conference call.
- Continue to track all time you spend on this project.

Morris County Hazard Mitigation Plan Update Meeting Minutes

Purpose of Meeting:	Steering Committee Meeting
Location of Meeting:	Morris County Office of Emergency Management
Date of Meeting:	December 2, 2014

Attendees:
See attached sign in sheet

Agenda Summary: This meeting was held to update the Steering Committee members with the project status and future needs. The below topics were discussed.

Item No.	Description	Action By:
1	Review of Municipal Workshops All municipalities are participating with the exception of Butler at this time. Homework worksheets are	SC members
2	Citizen Survey and Stakeholder Surveys Posted on OEM Website, Facebook and Tweeted. Stakeholder surveys sent out via email	SC members
3	County Level Data Collection Past mitigation actions (2010) were each discussed and reviewed. A master list will be developed and sent to all SC members for final review. Capability Assessment and Plan Integration Survey was reviewed and will be sent to each SC member for input by December 31, 2014	SC members, Tetra Tech
4	Mitigation Strategy Meeting with State and FEMA January 14, 2015	SC members, Tetra Tech
5	Next Steering Committee Meeting Will be a conference call	SC members
6	Continue to track all time spent on this project	SC members



MORRIS COUNTY ALL HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
TOPIC: Steering Committee Meeting
MEETING DATE: December 02, 2014



Name	Title	Agency/Municipality/Department	Phone Number	E-mail
Kris McFarland	Director	Morris Mosquito	973-285-6450	kmcfarland@co.morris.nj.us
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JEFFREY PAUL	Director O&M	MCD&M	973-829-8600	JPAUL@CO.MORRIS.NJ.US
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A Workshop to Review and Update Your Mitigation Strategy

Morris County Hazard Mitigation Plan Update

Wednesday, January 14, 2015

10:00 – 12:00 pm

Location

*Morris County Office of Emergency Management
500 West Hanover Ave, Parsippany, NJ 07960*

Agenda

Welcome and Introductions - Morris County

Hazard Mitigation Planning - Tetra Tech

- Overview of where we are in the planning process
- Focus today on mitigation actions

Mitigation Strategy State OEM and FEMA

- Analyze a range of actions
- Review recent FEMA publication – “Mitigation Ideas”
- Align with community capabilities
- Evaluate and prioritize actions
- Implementation of actions

Review of action worksheets - Tetra Tech

- Summary of worksheets needed for new actions
- Action Worksheets with prioritization due January 30th

Questions / Assistance – State/FEMA/Tetra Tech

Morris County Hazard Mitigation Plan Update Meeting Minutes

Purpose of Meeting:	Mitigation Strategy Meeting
Location of Meeting:	Morris County Office of Emergency Management
Date of Meeting:	January 14, 2015

Attendees:

See attached sign-in sheets

Agenda Summary: This meeting was held in conjunction with the State and FEMA to provide the Planning Team their draft annex and information about ideas and development of new mitigation strategies. FEMA provided a short slide show presentation. FEMA, State and Tetra Tech remained after meeting for individualized assistance as needed.

Item No.	Description	Action By:
1	Introduction Introductions of attendees	All
2	Hazard Mitigation Planning Overview of planning process and current plan status	Tetra Tech
3	Mitigation Strategy Analyze range of actions, Morris County specific hazards, mitigation ideas, capabilities, action implementation	State OEM, FEMA
4	Review of Annex and Action Worksheet The municipal annex format was reviewed along with the completion directions. Action Worksheet for new projects was also reviewed with participants. All municipalities were provided hard copies and were advised to contact their assigned Tetra Tech point of contact for electronic versions to ensure communications link.	Tetra Tech
5	Questions and Individual Meetings	Municipalities, Tetra Tech, State and FEMA



MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Mitigation Strategy Meeting
January 14, 2015



Name	Title	Agency/Municipality	Phone Number	E-mail
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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Mitigation Strategy Meeting
January 14, 2015



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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Mitigation Strategy Meeting
January 14, 2015



Name	Title	Agency/Municipality	Phone Number	E-mail
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Dob Drake	OEM WASH TWP		908 432 4400	
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MORRIS COUNTY HAZARD MITIGATION PLAN UPDATE
SIGN-IN SHEET
Mitigation Strategy Meeting
January 14, 2015



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PERRY MAYERS	ADMINISTRATOR	LINCOLN PARK	(973) 270-2022	PMAYERS@BOLP.ORG

TOWN OF BOONTON DATA COLLECTION MEETING
5/14/15

<u>NAME</u>	<u>TITLE</u>	<u>EMAIL / PHONE</u>
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SIGN IN SHEET

CHESTER BOROUGH LOCAL DATA COLLECTION MTA - 2/12/15

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Morris County, New Jersey - NFIP and CRS Workshop
Sign-In Sheet
July 1, 2015



Name	Title	Agency/Municipality	Phone Number	E-mail
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Morris County, New Jersey – NFIP and CRS Workshop
 Sign-In Sheet
 July 1, 2015



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Eric Hubner	Deputy O&M	Bloomingtondale		hubce@aol.com