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MINUTES

Nassau County Multi-jurisdictional Hazard Mitigation Plan Planning Group Meeting #1 October 20, 2005

Attending:

<i>Name</i>	<i>Affiliation</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>E-mail</i>
Jon Klein	Town of Oyster Bay	54 Audrey Ave. Oyster Bay, NY 11771	516-624-6180	516-624-6139	jklein@tobays.net
J.Leonard Samansky	Village of Saddle Rock	18 Masefield Way Great Neck, NY 11023	516-482-9400	516-482-9403	saddle@mindspring.com
Steve Kritsas	Village of Rockville Centre	110 Maple Ave. Rockville Center, NY 11570	516-678-9211	516-678-9204	s.kritsas@rvcny.us
Donna Plante	Town of North Hempstead	285 Denton Ave. New Hyde Park, NY 11040	516-739-6719	516-739-6717	planted@northhempstead.com
Matt Arnold	NYS DOT/LI	250 Vets Memorial Highway Hauppauge, NY 11788	631-952-6673	631-952-6001	marnold@dot.state.ny.us
Thomas J. Mylod	Village of Bellerose	10 Massachusetts Blvd. Bellerose Village, NY 11001	516-328-1219	516-437-2736	mylodt@optonline.net

Donald A. Sioss	Village of Bayville (H2M Corp)	575 Broad Hollow Rd. Melville, NY 11747	631-756-8000 X 1300	631-694-4122	sioss@H2M.com
Victoria Siegel	Village of Bayville	34 School St. Bayville, NY 11704	516-628-1439 X 24	516-628-3740	pbono@bayvillevillagehall.com
Frank Roca	Village of Valley Stream	123 S. Central Ave. Valley Stream, NY 11530	516-825-4200 X 147	516-825-6038	usemo@valleystream.govoffice.com
Lawrence T. Paretta	Public Safety Town of Hempstead	220 N. Franklin St. Hempstead, NY 11550	516-538-4900	516-485-4547	lparetta@tohmail.org
Ron Ciesinski	Village of Mineola	155 Washington Ave. Mineola, NY 11501	516-746-0755	516-746-0611	roncvomdpw@optonline.net
Jim Callahan	Village of Malverne	99 Church St. Malverne, NY 11565	516-599-1200	516-599-0613	jcallahan@malvernevillage.org
Steven Cherson	Village of Atlantic Beach	65 The Plaza Atlantic Beach, NY 11509	516-371-4600	516-371-4631	plaza65@aol.com
Joe DiDomenico	Village of Island Park	127 Long Beach Rd. Island Park, NY 11558	516-431-0600	516-431-0436	abreslin@villageofislandpark.com
John Stalzer	Village of Bayville (H2M Corp.)	575 Broad Hollow Rd. Melville, NY 11747	631-756-8000 X 1485	631-694-4122	stalzer@h2m.com
Michael Douso	Village of Lattintown	Box 488 Locust Valley, NY 11560	516-676-6920	516-676-8220	lattvill@optonline.net
Terry Winters	Nassau County Office of Emergency Management	108 Carman Ave. East Meadow, NY 11554	516-573-0636	516-573-0673	twinters@nassaucountyny.gov
Anna Foley	URS Corp.	201 Willowbrook Blvd. Box 290 Wayne, NJ 07474-0290	973-785-0700 ext. 449	973-812-0985	anna_foley@urscorp.com
Judy Fischer	OMNI Consulting, Inc.	P.O. Box 496 Port Jefferson, NY 11777-0496	631-473-4826	631-473-4826	jefischer@aol.com

The first planning group meeting for the Nassau County Hazard Mitigation Plan convened on Thursday, October 20, 2005 at 3pm at the offices of the Nassau County Office of Emergency Management in East Meadow, NY. A 7 pm session was offered, but was later cancelled due to low enrollment (only 2 individuals expressed an interest in attending this evening session).

The Nassau County Office of Emergency Management Director of Emergency Planning, Terry Winters, gave a brief introduction about the purpose of the plan and explained that:

- Every Nassau County municipality was invited to participate in the multi-jurisdictional planning process.
- Municipalities without an approved hazard mitigation plan in place are not eligible to apply for FEMA hazard mitigation project funding.
- Municipalities that participate in the overall Nassau County multi-jurisdictional planning process will be eligible to apply for FEMA hazard mitigation project funding. This also holds true for municipalities who choose to prepare their own, single-jurisdiction hazard mitigation plans.

Mr. Winters introduced Anna Foley of URS Corporation, who is project manager for the Nassau County plan, and explained that because URS has considerable expertise in hazard mitigation planning, Ms. Foley will shepherd the participants through the process. He emphasized that URS would act in an advisory capacity, ensuring that the plan comes from a collaborative process involving Nassau County, the towns, cities and incorporated villages as well as the public and other stakeholders.

Ms. Foley gave a slide presentation discussing in detail the plan requirements and process. Topics discussed included:

- Intent of the project
- Organizational structure of the planning group
- Overview of the plan development process
- Role of participating jurisdictions, contractors, the public, and other stakeholders
- Participation criteria
- Key deliverables
- Data collection/supporting documents
- Project timeline
- Next steps
- Questions and answers

Every participant received a copy of the meeting agenda and a copy of the PowerPoint slides.

The following is a brief overview of some key items discussed:

- Hazard mitigation planning is a process of identifying those community policies, actions, and tools for implementation in the long-term that reduce the risk and potential for future losses *BEFORE* a disaster strikes. In other words, it is a process that evaluates risk and identifies what actions can be undertaken to reduce the impact of a natural disaster **before** an event occurs.
- A hazard mitigation plan is necessary in order to:
 - Comply with the Disaster Mitigation Act of 2000 (DMA2000).
 - Obtain eligibility to apply for FEMA mitigation project funding
 - Ensure that project money will be spent where it will do the most good.
 - Build partnerships among municipalities and between localities and community groups.
 - Reduce economic damages resulting from future disasters

- Key steps of the mitigation plan development process include:
 - Researching a full range of natural hazard events.
 - Identifying subset of significant hazards; these will be focus of the plan. Ms. Foley indicated that URS has completed this phase of the process. A handout (Hazard Identification Questionnaire) was provided to all attendees presenting the results of the hazard identification and requesting comments and feedback by November 3, 2005.
 - Identifying the location and extent of hazard areas.
 - Identifying assets located within hazard areas.
 - Characterizing existing and potential future assets at risk.
 - Assessing vulnerabilities to the identified hazards.
 - Evaluating and prioritizing:
 - Goals
 - Objectives
 - Mitigation actions
 - Implementing the plan and monitoring its progress (five-year cycle)
- DMA 2000 requires, at a minimum, an evaluation of a full range of natural hazards. An evaluation of human-caused hazards (i.e., technological hazards and terrorism) is not required. Nassau County has chosen to focus the planning effort on natural hazards at this time. An evaluation of human-caused hazards can be included in future updates of the document.
- Roles:
 - Core Planning Group will be responsible for day to day plan formulation activities and will coordinate with Town Teams and Other Stakeholders
 - Each jurisdiction that wants the overall County plan to “count” in FEMA’s eyes as its hazard mitigation plan must actively participate in the process and formally adopt the final plan.
 - Consultants complete the puzzle by providing technical information and guidance to participants to help them make educated decisions throughout the process and ensure that their participation meets the DMA 2000 requirements. Consultants will also write the document, providing interim deliverables to participants along the way.
 - The general public and other stakeholders must be provided with an opportunity to participate throughout the plan development process. Ms. Foley discussed a handout entitled, “Combined Guidance Memorandum #1 and #2 – Stakeholder Participation and Outreach Plan.” This document provides an overview of the structure of the Planning Group and basic roles; a summary of the regulations as they relate to participation of the public and other stakeholders during plan development and plan maintenance; and provided suggestions for meeting the terms of these regulations. Participating jurisdictions were encouraged to begin reaching out to the public and other stakeholders now, and to use the Participation Log provided to track activities undertaken for URS inclusion into the plan. Completed Participation logs and a selected approach for public and other

stakeholder participation in the plan maintenance process were requested by January 15, 2006.

- Draft Participation Criteria were presented in the form of a one-page handout. The intent was to identify expectations of participating jurisdictions at the project outset. Comments were requested by November 3, 2005.
- The Draft is targeted for completion in February 2006 and the Final is targeted for completion in October 2006.
- **Next Steps:**
 - **Finalize participating jurisdictions**
 - **Hazard Identification Questionnaire – to NCOEM by Nov. 3**
 - **Comments on draft participation criteria – to NCOEM by Nov. 3**
 - **Begin outreach to public and other stakeholders – provide completed Participation Log to NCOEM by January 15, 2006.**
 - **Forward to NCOEM as soon as possible any local plans such as mitigation, floodplain management, FMA, CRS, etc.**
 - **Core Planning Group and Area Assessment Team meetings will take place in the coming weeks.**

Mr. Winters and Ms. Foley then took questions from the attendees.

Q1: Where does project money go – to Nassau County or to the local municipality?

A1: Project funding would be awarded by FEMA to the “Grantee,” New York State, which would then provide it to the “Sub-Grantee” – that is, to the project applicant. Applicants could be any one of the participating jurisdictions including Nassau County.

Q2: What is a multi-jurisdictional plan?

A2: A plan involving several jurisdictions that have undertaken a single plan development process. Jurisdictions participate in a common process; are often (due to their proximity to one another) exposed to common hazards; develop common goals and common plan maintenance procedures. Unique aspects include: unique risks, unique mitigation actions, individual participation, and individual jurisdiction plan adoption.

Q3: (Victoria Siegel, Village of Bayville) Her village had obtained a grant for a PDM plan. Should they give Anna their plan and integrate it into the Nassau County plan? Should they proceed with their plan?

A3: Since Bayville has already put forth so much effort to develop a single-jurisdiction plan that is currently under review at NYSEMO and FEMA, URS recommended that they pursue finalization of their single-jurisdiction plan and participate in the overall Nassau County process as a stakeholder.

Q4: (Matthew Arnold, NYSDOT) What role does New York State DOT play?

A4: The State DOT would be participating as a stakeholder (not as a participating jurisdiction).

Q5: Should villages be involved in the overall planning group meetings? They appear to be listed lower in the hierarchy.

A5: That was a geographical representation, not a hierarchical representation. The intent of dividing the overall Planning Group into a Core Planning Group (county plus cities and towns) and three Town Teams (municipalities within the geographical town area) was to keep the number of participants at any one meeting at a workable number. URS and Nassau County will now refer to the Town Teams as Area Assessment Teams.

The next meeting of the Core Planning Group will be November 14, and the Area Assessment Team meetings – which include village and city representatives – are targeted for the following weeks. Exact dates will depend upon facility availability. Participants will be notified of upcoming meeting dates as early as possible.