APPENDIX B. MEETING DOCUMENTATION

Appendix B includes meeting agendas, slides, and minutes (where applicable and available) for meetings convened during the development of the 2023 Monroe County Hazard Mitigation Plan Update.

DRAFT

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
STEERING COMMITTEE MEETING – AGENDA
MEETING DATE/TIME: August 9, 2022 – 3:00 pm

Virtual Meeting

- Welcome and Introductions
- In-Kind Tracking
- Hazard Mitigation Plan Context
- Project Organization
- Hazard Mitigation Planning Overview
- Schedule
- Project Organization
- Steering Committee Responsibilities
    - Review Steering Committee Guidelines
- Critical Facilities/Lifelines
- Plans and Reports
- Risk Assessment
- Hazards of Concern Exercise
- Public and Stakeholder Outreach
- Goals and Objectives
    - Goals and Objectives Exercise
- CRS Integration
- Conclusion and Next Steps

Monroe County
Hazard Mitigation Plan Update
Steering Committee Kick-Off Meeting | August 9, 2022

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2

Introduction

- Opening Remarks
  - Monroe County
  - Roll Call
  - NYSDHSES
  - FEMA

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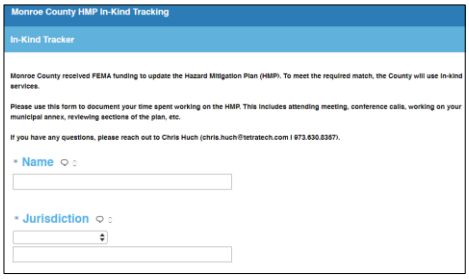
In-Kind Tracking- FEMA Grant Requirement


Monroe County HMP In-Kind Tracking

In-Kind Tracker

Monroe County received FEMA funding to update the Hazard Mitigation Plan (HMP). To meet the required match, the County will use in-kind services.

Please use this form to document your time spent working on the HMP. This includes attending meeting, conference calls, working on your municipal annex, reviewing sections of the plan, etc.

If you have any questions, please reach out to Chris Huch (chris.huch@tetratech.com | 973.630.8367).

* Name

* Jurisdiction

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4

4

Hazard Mitigation – What is it?

Mitigation is a sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event

-or-

Any action taken to reduce future disaster losses

"provides the blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources, and local ability…" (CFR).

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5

Hazard Mitigation Works!

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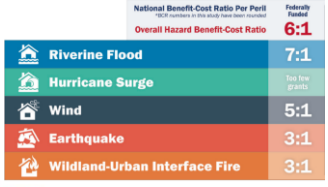

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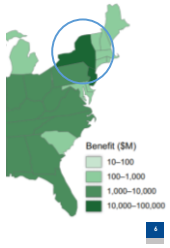

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Hazard Mitigation – What's at Risk?

FEMA Disaster Declaration history in Monroe County

21 disasters since 1953

Source: FEMA 2022

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Key Components to Hazard Mitigation

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Monroe County and DMA 2000

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  - Help the County and all jurisdictions prepare for and mitigate the effects of disasters
  - Continue to allow the County and all participating jurisdictions to be eligible for pre- and post-disaster mitigation funding
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NYS DHSES Requirements

- Establish Jurisdictional Teams *(aka mitigation planning team)*
- Assess Critical Facilities
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- Document Past Mitigation Requirements
- Include Jurisdictional Annexes
- Develop Mitigation Actions (at least 2 Action Worksheets)
- Plan for Climate Change

NEW YORK STATE

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What are we focusing on?

- Clearer communication of risk
- Stronger connection between the risk assessment and mitigation strategy
- Integration of plan into county and municipal plans, policies, procedures and decision-making

TETRA TECH 13

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Monroe County's HMP Update Planning Process

TETRA TECH 14

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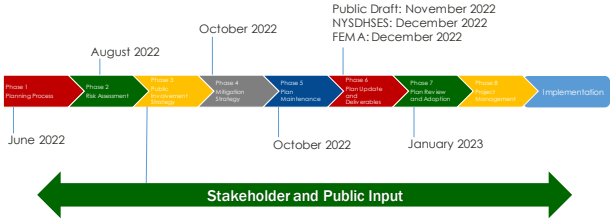
Planning Process Overview



TETRA TECH 15

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Schedule

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TETRA TECH 16

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Project Organization

TETRA TECH 17

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Steering Committee Roles and Responsibilities

PROVIDE GUIDANCE AND LEADERSHIP THROUGHOUT THE PLANNING PROCESS

OVERSEE THE PLANNING PROCESS

ACT AS THE POINT OF CONTACT FOR ALL PARTNERS AND STAKEHOLDERS

TETRA TECH 18

18

Letters of Intent to Participate (LOIP)

- Letters of Intent to Participate are required from each municipality
- The LOIP outlines expectations and responsibilities for participating jurisdictions and identifies points of contact
- County has distributed the letter with LOIP template to municipal contacts

Critical Facilities and Lifelines

- Review 2017 CF inventory to ensure complete
- Crosswalk and identify lifelines

Critical Facilities *are those facilities considered critical to the health and welfare of the population and that are especially important following a hazard. As defined for this HMP, critical facilities include essential facilities, transportation systems, lifeline utility systems, high-potential loss facilities, and hazardous material facilities.*

Lifelines *are a subset of critical facilities which provide indispensable service that enables the continuous operation of critical business and government functions, and is critical to human health and safety, or economic security*

Lifeline Components

1. Safety and Security
- Law Enforcement/Security
- Fire Service
- Search and Rescue
- Government Service
- Community Safety

2. Food, Water, Shelter
- Food
- Water
- Shelter
- Agriculture

3. Health and Medical
- Medical Care
- Public Health
- Patient Movement
- Medical Supply Chain
- Fatality Management

4. Energy
- Power Grid
- Fuel

5. Communications
- Infrastructure
- Responder Communications
- Alerts, Warnings, and Messages
- Finance
- 911 and Dispatch

6. Transportation
- Highway/Roadway/Motor Vehicle
- Mass Transit
- Railway
- Aviation
- Maritime

7. Hazardous Material
- Facilities
- HAZMAT, Pollutants, Contaminants

Relevant Plans and Studies

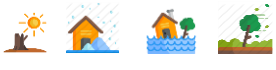
- What recent plans (since 2017) have been developed or are in development by the County or other agencies that should be reviewed for information on hazards and potential hazard mitigation projects?
  - Plan Forward
  - Active Transportation Plan
  - Climate Action Plan
  - Etc.

Update Risk Assessment

- Update assets
- Examine previous impacts
- Analyze risks
- Review with Steering Committee
- Risk assessment meeting

2017 Hazards of Concern

- Drought
- Earthquake
- Extreme Temperatures
- Flood
- Infestation and Invasive Species
- Landslide
- Severe Storm
- Severe Winter Storm
- Wildfire
- Civil Unrest
- Hazardous Materials
- Terrorism
- Utility Failure



EXERCISE – Identifying Hazards of Concern

- **In review…**
  - Have additional hazards impacted the County since 2017 that would warrant a new hazard profile?
    - Disease Outbreak/Pandemic?
  - Have hazard been mitigated and no longer cause damage?
  - Should hazards be regrouped to align with the 2019 State HMP?
  - Should cascading impact hazards be removed?
    - Utility Failure
  - Should non-natural hazards addressed by other planning initiatives be removed?
    - Civil Unrest
    - Terrorism

2019 State HMP	2020 CEPA Ranking*	Identified Hazard in the 2017 Monroe HMP	Has the frequency, severity or location of the hazard changed? NC – No Change; I – Increase; D – Decrease (Please provide an explanation for any hazards marked I or D in this column)	2023 Monroe HMP** (indicate 'keep' – resident with other hazard, or provide comments for any changes)
Avalanche	-	Not included		
Coastal Storm	-	Not included		
Cold wave	Medium	Extreme Temperature		
Drought	Low	Drought		
Earthquake	Medium	Earthquake		
Flooding	High	Flood		
Hail		Severe Storm		
Heat Wave	Medium	Extreme Temperature		
Hurricane	Medium	Severe Storm		
Ice Storm	High	Severe Winter Storm		
Landslide	Low	Landslide		
Lightning	-	Severe Storm		
Nor' Easters	-	Not included		
Snow Storm	Medium	Severe Winter Storm		
Tornado	Medium	Severe Storm		
Tsunami/Seiche	-	Not included		
Volcano	-	Not included		
Wildfire	Low	Wildfire		

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Public and Stakeholder Outreach

- Developed the HMP website to provide information and updates- https://www.monroecountynyhmp.com/
- Social Media
- Stakeholder Survey
- Public Survey
- Neighboring County Outreach
  - Notified of planning process
  - Survey

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Goals, and Objectives

According to CFR 201.6(c)(3)(i): "The hazard mitigation strategy shall include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards."

Goal	Objective
Goal 1: Coordinate hazard mitigation programs that affect the County.	1.1: Develop and maintain multi-jurisdictional coordination efforts related to hazard mitigation.
	1.2: Develop and maintain partnerships with external federal, state, municipal, and stakeholder agencies that have a role in hazard mitigation.
	1.3: Track and/or recommend local, county, state, and federal legislation and regulations related to hazard mitigation.
Goal 2: Prevent hazards from impacting life, property, and the environment.	2.1: Develop and maintain local regulations that reduce vulnerability to hazards.
	2.2: Develop and maintain local plans that reduce vulnerability to hazards.
	2.3: Improve the county's stormwater management systems.
Goal 3: Protect life, property, and the environment from hazard impacts.	3.1: Encourage homeowners, renters, and businesses to insure their properties against all hazards, including flood coverage under the National Flood Insurance Program (NFIP).
	3.2: Acquire, relocate, elevate, and/or retrofit existing structures located in hazard areas.
	3.3: Acquire, relocate, elevate, and/or retrofit repetitive loss properties from flood-prone areas.
	3.4: Encourage local participation in the Community Rating System (CRS) Program.
	3.5: Maintain emergency response capability.

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Goals, and Objectives

According to CFR 201.6(c)(3)(i): "The hazard mitigation strategy shall include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards."

Goal	Objective
Goal 4: Increase public awareness of hazards, their impacts, and ways to reduce vulnerability.	4.1: Improve public alert, warning, and communications systems by promoting redundant and multi-faceted communications methods.
	4.2: Conduct a coordinated public information program related to hazards and their impacts throughout the county.
	4.3: Encourage residents to implement hazard mitigation and preparedness measures on their properties.
	4.4: Promote personal and family preparedness
Goal 5: Protect, preserve, and restore the functions of natural systems.	5.1: Encourage the use of green and natural infrastructure.
	5.2: Coordinate with local, county, state, federal, international, and other stakeholder agencies to maintain natural systems, including wetlands, parks, and riverine and coastal areas.

Goal	Objective
NEW Goal 6: Address Long-Term Vulnerabilities from High Hazard Dams	6.1: Ensure dam infrastructure is maintained
	6.2: Ensure Emergency Action Plans are developed and updated
	6.3: Support the identification and access to funding to repair/replace dams

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CRS Integration

- Hazard mitigation plans qualify for CRS points as "Floodplain Management Plans" through Activity 510
- To achieve a Class 4, specific outreach requirements in Activity 510 must be met

Meeting Name	CRS Step
Internal Kick-Off with NJOEM	-
Steering Committee Kick-Off	-
Planning Partnership Kick-Off	-
Public Kick-Off	Step 2 – held in a flood-prone area within 2 months
Risk Assessment Presentation and SWOT	Step 4 – Assess the Hazard Step 5 – Assess the problem
SC Meeting #2 – Goals and Objectives	Step 6 – Set Goals
Mitigation Strategy Workshop	Step 7 – Review possible activities
Plan Review Meeting	Step 8 – Draft an action plan

- Tetra Tech will structure and document meetings to meet prerequisites for CRS Class 4 and achieve as many points as possible through Activity 510. We will also work with the communities to help them throughout the process.
- Communities still need to meet the other Class 4 prerequisites (e.g. watershed management plan, Activity 610) and present documentation of participation during individual verifications to meet Class 4
- All meetings must be open to the public
- All meetings must be documented on the County's website

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  - Steering Committee Kick-Off – TODAY!
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Steering Committee Next Steps

- Planning Partnership Kick-Off (Steering Committee and Municipalities) – August 10th
- Return worksheet to update Goals
- Return worksheet to update Hazards of Concern
- Start tracking In-Kind hours via online survey– to be distributed via email
- Confirm access to OneDrive – access to be provided in separate email
- Steering Committee Risk Assessment Meeting – September 2022
- Risk Assessment Meeting – September 2022
- Mitigation Strategy Workshop – October 2022
- Review Draft Plan

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Questions?

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Monroe County
Hazard Mitigation Plan Update
Meeting Notes

Purpose of Meeting:	Steering Committee meeting
Location of Meeting:	Teleconference Zoom Meeting
Date of Meeting:	August 9, 2022 3:00 – 4:00 pm

Attendees:

Timothy Henry, Deputy Director of Public Safety & Emergency Management, Monroe County
Matthew Jarrett, Monroe County Office of Emergency Management
Elisabeth Clower, Monroe County Office of Emergency Management
Zach Laffin, Monroe County Office of Emergency Management
Chris Huch, Tetra Tech, Project Manager
Erika Corsi, Tetra Tech, Planner
Karen St. Aubin, Director, Bureau of Operations, City of Rochester
Bill Carpenter, CEO, RGRTA
Casey Kosiorek, Superintendent Town of Hilton School District
Chuck DiSalvo, Emergency lanner, MCC
Jenn VanHouter – Monroe County, GIS
Steve Schultz, Town Supervisor, Town of Henrietta
Clement Chung- Deputy Director, Department of Environmental Services, Monroe County
Kelly Emerick – Director of Soil and Water, Monroe County
Erin Magee, Commissioner of Public Works, Town of Irondequoit

Agenda Summary:

Item No.	Description	Action item(s):
1	**Welcome** • Meeting started at 3:00 pm	
2	**HMP Update** • In- Kind Tracking –fill out tracker whenever work is being done on planning process. With hours and task • 3 components in natural hazard mitigation planning – eligibility, developing toolbox, collaborate and gather support • **FEMA new standards go into effect April 2023 – will be using new standards for update process – 2023 requirements** • Updated risk assessment – overview of hazards, vulnerability analysis, multi-jurisdictions – risk assessment will be done at County level but will be specific to each Town, City, Village • Update mitigation strategy • **NYS Requirements** – establish jurisdictional teams, assess critical facilities, plan for displaced residents, plan for evacuation and sheltering, document past mitigation, include jurisdictional annexes, develop mitigation actions (2 action worksheets AT LEAST), plan for climate change • Clearer communication of risk • Plan must have a public review phase – 30 days	• Send out link for in-kind tracker • Steering Committee to complete Hazard of Concern exercise by August 16

	• Planning Partnership – county, steering committee, jurisdictional reps from participating jurisdictions • Core planning team – Monroe County Office of Emergency Management and Tetra Tech • 2017 Hazards of Concern will need to be reviewed ○ Recommend adding disease outbreak, remove non-natural hazards	
3	**Critical Facilities and Lifeline** • Lifelines provide indispensable service i.e., fire stations, police station • Review 2017 CF Inventory • Crosswalk and identify lifelines ○ Lifelines – safety and security, food, water, and shelter, health and medical, energy, communications, transportation, hazardous materials	
4	**Relevant Plans and Studies** • Mr. Huch asked for County level plans that have been developed or updated since 2017 • Clement Chung – in development of climate action plan, and plan forward (comp plan) – having coordination between agencies to hit State and Federal requirements both climate action, plan forward and HMP • Kelly Emerick – Coastal Lakeshore Economy and Resiliency (CLEAR) Plan, Resilient NY Food Mitigation Initiative, Irondequoit Creek • Steve Schultz, Town of Henrietta – Active Transportation Plan (2016), Local Waterfront Revitalization Program (LWRP) (in-development)	
4	**Letters of Intent to Participate (LOIP)** • LOIP is requested from each municipality – to ensure Tetra Tech can begin contact and get started on their sections of the plan	
5	**Steering Committee** • Roles and responsibilities – provide guidance, oversee the planning process, act as the point of contact for all partners and stakeholders • Steering Committee will need to review goals and objectives	• Review Steering Committee Guidelines • Complete Goals and Objectives exercise and return by August 16
	Community Rating System (CRS) Integrations • HMP is being developed to qualify for points in the CRS floodplain management section • Clement Chung– County working with DEC for Climate Smart Community Project to encourage communities to join CRS– ongoing for several months	
9	**Conclusion**	

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
PLANNING PARTNERSHIP KICKOFF MEETING – AGENDA
MEETING DATE/TIME: August 10, 2022 – 9:00 am

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Monroe County
Hazard Mitigation Plan Update
Planning Partnership Kick-Off Meeting | August 10, 2022

TETRA TECH

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TETRA TECH

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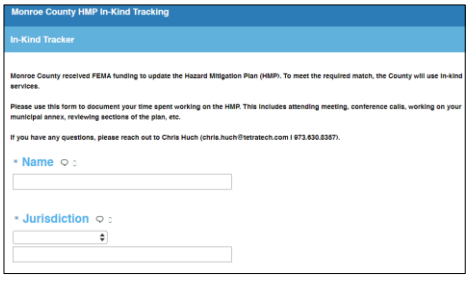
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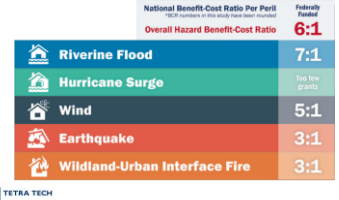

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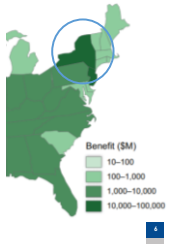

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- Integration of plan into county and municipal plans, policies, procedures and decision-making

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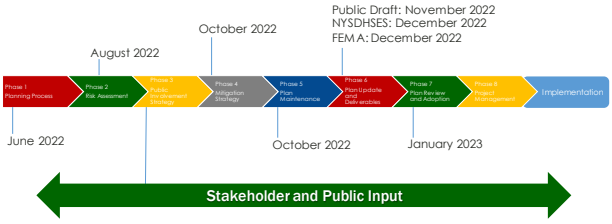

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- Law Enforcement/Security
- Fire Service
- Search and Rescue
- Government Service
- Community Safety

2. Food, Water, Shelter
- Food
- Water
- Shelter
- Agriculture

3. Health and Medical
- Medical Care
- Public Health
- Patient Movement
- Medical Supply Chain
- Fatality Management

4. Energy
- Power Grid
- Fuel

5. Communications
- Infrastructure
- Responder Communications
- Alerts, Warnings, and Messages
- Finance
- 911 and Dispatch

6. Transportation
- Highway/Roadway/Motor Vehicle
- Mass Transit
- Railway
- Aviation
- Maritime

7. Hazardous Material
- Facilities
- HAZMAT, Pollutants, Contaminants

Homework Sheets: Worksheet A

Please update the table to provide a summary of local impacts to the listed events AND note other local hazard events that resulted in damages, closures, or other impacts.

Dates of Event	Event Type (Disaster Declaration if applicable)	County Designated?	Summary of Event	Municipal Summary of Damages and Losses
March 8, 2017	High Wind	No	Unusually deep low pressure moved from northwest Ontario across Hudson Bay. The low brought strong winds to the entire region with sustained winds up to 49 mph and wind gusts as high as 81 mph. A significant amount of damage resulted with 100,000 without power in Monroe County alone.	
May 2-August 6, 2017	Flooding (DR-4348)	Yes	During the first six months of 2017, more than twice the normal amount of water accumulated on Lake Ontario. The lake reached a record level of 248.95 feet. Flooding began in early May and continued into early fall.	
May-June 2019	Lakeshore Flood	No	Excessive runoff into the Ottawa River Basin in Canada restricted the outlet of Lake Ontario. This combined with above normal precipitation into the Lake Ontario Basin, record levels on the Great Lakes above Lake Ontario, and higher than normal flows into the lake from the Niagara River pushed the lake to well above normal levels.	
October 31, 2019	High Wind and Flooding	No	A deepening area of consolidated low pressure tracked across the region. This system brought record breaking Halloween rains, damaging wind gusts, and a small Lake Ontario seiche	
January 20, 2020 – Present	Covid-19 Pandemic (EM-3434) (DR-4480)	Yes	Between March 1, 2020 and July 20, 2022, Monroe County reported 171,851 confirmed cases of COVID-19, and 1,660 total fatalities.	

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Homework Sheets: Worksheet B

Hazard Mitigation Plan 2022 Update
MONROE COUNTY, NY
Worksheet B – Capability Assessment

Please work with your municipal planning team and complete this worksheet. Please send electronic Word version to Chris Huch (Tetra Tech) by August 31
Email: chris.huch@tetratech.com

Municipality: Town of Brighton

Name and Title of Individual Completing Worksheet:

Who can assist with completing these tables: Municipal Planner, Clerk, Code Official, Administrator, Chief Fiscal Officer

Planning and Regulatory Capability

Please complete the following table to summarize the regulatory tools that are available to your community, what is present in the jurisdiction, and code citation and date. For existing regulatory tools, note how it reduces risk to hazards or how it could be updated to better integrate hazard mitigation concepts to reduce risk.

Planning and Regulatory Capability

	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
Codes, Ordinances, & Regulations				
Building Code	Yes	New York State Uniform Fire Prevention and Building Code	State and Local	Building and Planning Department, Fire Marshal's Office
How does this reduce risk? The Town of Brighton has adopted the New York State Uniform Fire Prevention and Building Code.				
Zoning/Land Use Code	Yes	Town of Brighton Comprehensive Development Regulations (Part III of Town Code), Chapter 201 General Provisions	Local	Building and Planning Department
How does this reduce risk? The Comprehensive Zoning Plan is adopted in the interest of the protection and promotion of the public health, safety and welfare. The Plan reduces risk through: • The facilitation of the efficient and adequate provision of public facilities and services. • The assurance of adequate sites for residence, industry and commerce. • The prevention and reduction of traffic congestion so as to promote efficient and safe circulation of vehicles and pedestrians. • The maximum protection of residential areas. • The gradual elimination of nonconforming uses. • The encouragement of flexibility in the design and development of land in such a way as to promote the most appropriate use of lands, to facilitate the adequate and economical provision of streets and utilities, to preserve the natural and scenic qualities of open lands and to protect the environment. *Consider the following:* • Prior to zoning changes, or development permitting, does your jurisdiction review the hazard mitigation plan and other hazard analyses to ensure consistent and compatible land use? • Does the zoning ordinance discourage development or redevelopment within natural areas including wetlands, floodways, and				

Hazard Mitigation Plan 2022 Update
MONROE COUNTY, NY
Worksheet B – Capability Assessment

	Jurisdiction has this? (Yes/No)	Code Citation and Date (code chapter, name of plan, date of plan)	Authority (local, county, state, federal)	Individual / Department / Agency Responsible
How does this reduce risk?				

Development and Permitting Capability

Please complete the table below regarding capabilities to oversee and track development.

Development and Permitting Capability

Indicate if your jurisdiction implements the following	Yes/No	Comment:
Do you issue development permits? If yes, what department is responsible?		
If you do not issue development permits, what is your process for tracking new development?	N/A	
Are permits tracked by hazard area? (For example, floodplain development permits.)		
Do you have a buildable land inventory? If yes, please describe		
Describe the level of build-out in your jurisdiction.	N/A	

Administrative and Technical Capability

Please complete the table below to summarize the potential staff and personnel resources available and their current responsibilities which contribute to hazard mitigation.

Administrative and Technical Capabilities

Resources	Available? (Yes/No)	Comments (available staff, responsibilities, support of hazard mitigation)
Administrative Capability		
Planning Board	Yes	The seven-member Planning Board reviews all applications for re-zoning, site plan reviews, conditional use permits, and consideration of requests by developers for construction of new subdivisions. The Board's reports and recommendations are often of vital importance in deciding upon a re-zoning request, SEQRA reviews or other action. The Town Board appoints Planning Board members for seven-year terms.
Zoning Board of Adjustment	Yes	Zoning Board of Appeals. To implement the zoning regulations of the Town of Brighton, procedures exist for the hearing of appeals from decisions made by the Building Inspector or other administrative officer in the enforcement of the regulations and for the granting of variances from the regulations. The two most important and frequently used powers of the Zoning

Homework Sheets: Worksheet C

Hazard Mitigation Plan 2022 Update
MONROE COUNTY, NY
Worksheet C – NFIP Floodplain Administrator Questionnaire

Please work with your municipal planning team and complete this worksheet. Please send electronic Word version to Chris Huch by August 31
Email: chris.huch@tetratech.com

Municipality:

NFIP Floodplain Administrator Name/Title:

Who can assist with completing this table: NFIP Floodplain Administrator – as identified by role/title in your Flood Damage Prevention Ordinance.

NFIP Topic	Comments
Flood Vulnerability Summary	
Describe areas prone to flooding in your jurisdiction. • Do you maintain a list of properties that have been damaged by flooding?	
Do you maintain a list of property owners interested in flood mitigation? • How many homeowners and/or business owners are interested in mitigation (elevation or acquisition)?	
Are any RiskMAP projects currently underway in your jurisdiction? • If so, state what projects are underway.	
How do you make Substantial Damage determinations? • How many were declared for recent flood events in your jurisdiction?	
How many properties have been mitigated (elevation or acquisition) in your jurisdiction? • If there are mitigation properties, how were the projects funded?	
Do your flood hazard maps adequately address the flood risk within your jurisdiction? • If not, state why.	
NFIP Compliance	
What local department is responsible for floodplain management?	
Are any certified floodplain managers on staff in your jurisdiction?	
Do you have access to resources to determine possible future flooding conditions from climate change?	

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Homework Sheets: Worksheet D

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
Worksheet D - Mitigation Action Review
TOWN OF BRIGHTON

Project #	Project	Hazard(s) Addressed	Brief Summary of the Original Problem	Responsible Party	Status (In Progress, Ongoing, No Progress, Complete)	Evaluation of Success (if project status is complete)		1. Next Steps Project to be included in 2023 HMP or Discontinue 2. If including action in the 2023 HMP, revise/reword to be more specific (as appropriate). 3. If discontinue, explain why.
TBR-1	Evaluate the flood vulnerability of the Brighton High School and identify feasible mitigation actions for the school to reduce risk to the 0.2 percent annual chance flood.	Flood		FPA; Engineer	Choose an item.	Cost / Level of Protection / Damages Avoided; Evidence of Success		1. Choose an item. 2. 3.
TBR-2	Support the County in implementing a tick and Lyme Disease education and outreach program.	Flood, Severe Storm, Severe Winter Storm		Monroe County, Town Clerk, Supervisor, and Planning Board	Choose an item.	Cost / Level of Protection / Damages Avoided; Evidence of Success		1. Choose an item. 2. 3.
TBR-3	Attend County and State trainings and complete certification programs with respect to hazard risk management in BCA, Recovery Planning, Damage Estimates, and Debris Management.	Flood, Severe Storm, Severe Winter Storm		Monroe County, Building, Highway, Code Enforcement, Planning	Choose an item.	Cost / Level of Protection / Damages Avoided; Evidence of Success		1. Choose an item. 2. 3.
TBR-4	Evaluate the flood vulnerability of the McQuaid Jesuit High School and identify feasible mitigation actions for the school to reduce risk to the 0.2 percent annual chance flood.	All Hazards		FPA; Engineer	Choose an item.	Cost / Level of Protection / Damages Avoided; Evidence of Success		1. Choose an item. 2. 3.
TBR-5	Participate in the County update to the County Evacuation and Shelter Plan to help ensure it meets NYS DHSES requirements for evacuation, sheltering, and short/long-term housing.	All Hazards		Monroe County, Town EMC, Building, Highway, Code Enforcement, Planning	Choose an item.	Cost / Level of Protection / Damages Avoided; Evidence of Success		1. Choose an item. 2. 3.

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TETRA TECH

Homework Sheets: Worksheet E

Hazard Mitigation Plan 2022 Update
MONROE COUNTY, NY
Worksheet E – Building Permits

Please work with your municipal planning team and complete this worksheet. Please send electronic Word version by August 31 to:
Chris Huch, Tetra Tech | chris.huch@tetratech.com

Municipality:

Name and Title of Individual Completing Worksheet:

Who can assist with completing these tables: The Building Department, Planning Department, and NFIP Floodplain Administrator

Type of Development	2017		2018		2019		2020		2021	
Number of Building Permits for New Construction Issued Since the Previous HMP* (within regulatory floodplain/ Outside regulatory floodplain)										
	Total	Within SFHA	Total	Within SFHA	Total	Within SFHA	Total	Within SFHA	Total	Within SFHA
Single Family										
Multi-Family										
Other (commercial, mixed-use, etc.)										
Total New Construction Permits Issued										

SFHA Special Flood Hazard Area (1% annual chance flood event)
** Only location-specific hazard zones or vulnerabilities identified.*

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Update Risk Assessment

- Update assets
- Examine previous impacts
- Analyze risks
- Review with Steering Committee
- Risk assessment meeting

TETRA TECH

2017 Hazards of Concern

- Drought
- Earthquake
- Extreme Temperatures
- Flood
- Infestation and Invasive Species
- Landslide
- Severe Storm
- Severe Winter Storm
- Wildfire
- Civil Unrest
- Hazardous Materials
- Terrorism
- Utility Failure

EXERCISE – Identifying Hazards of Concern

- In review…
  - Have additional hazards impacted the County since 2017 that would warrant a new hazard profile?
    - Disease Outbreak/Pandemic?
  - Have hazard been mitigated and no longer cause damage?
  - Should hazards be regrouped to align with the 2019 State HMP?
  - Should cascading impact hazards be removed?
    - Utility Failure
  - Should non-natural hazards addressed by other planning initiatives be removed?
    - Civil Unrest
    - Terrorism

2019 State HMP	2020 CRPA Workbook	Identified Hazard in the 2017 Planning Partnership	Has the frequency, severity, or location of the hazard changed? NC – No Change; I – Increase; D – Decrease (Please provide an explanation for any hazards marked I or D in this column)	2017 Planning Partnership* (Indicate "new" – resolve with other hazard, or provide comments for any changes)
Avalanche	-	Not included		
Coastal Hazards	-	Not included		
Cold wave	Medium	Extreme Temperatures		
Drought	Low	Drought		
Earthquake	Medium	Earthquake		
Flooding	High	Flood		
Hail	-	Severe Storm		
Heat Wave	Medium	Extreme Temperatures		
Hurricane	Medium	Severe Storm		
Ice Storm	High	Severe Winter Storm		
Landslide	Low	Landslides		
Lightning	-	Severe Storm		
Nor' Easter	-	Not included		
Severe Storm	Medium	Severe Winter Storm		
Tornado	Medium	Severe Storm		
Tsunami/Seiche	-	Not included		
Volcano	-	Not included		
Wildfire	Low	Wildfire		

Public and Stakeholder Outreach

- Developed the HMP website to provide information and updates- https://www.monroecountynyhmp.com/
- Social Media
- Stakeholder Survey
- Public Survey
- Neighboring County Outreach
  - Notified of planning process
  - Survey

Goals, and Objectives

According to CFR 201.6(c)(3)(i): "The hazard mitigation strategy shall include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards."

Goal	Objective
Goal 1: Coordinate hazard mitigation programs that affect the County.	1.1: Develop and maintain multi-jurisdictional coordination efforts related to hazard mitigation.
	1.2: Develop and maintain partnerships with external federal, state, municipal, and stakeholder agencies that have a role in hazard mitigation.
	1.3: Track and/or recommend local, county, state, and federal legislation and regulations related to hazard mitigation.
Goal 2: Prevent hazards from impacting life, property, and the environment.	2.1: Develop and maintain local regulations that reduce vulnerability to hazards.
	2.2: Develop and maintain local plans that reduce vulnerability to hazards.
	2.3: Improve the county's stormwater management systems.
Goal 3: Protect life, property, and the environment from hazard impacts.	3.1: Encourage homeowners, renters, and businesses to insure their properties against all hazards, including flood coverage under the National Flood Insurance Program (NFIP).
	3.2: Acquire, relocate, elevate, and/or retrofit existing structures located in hazard areas.
	3.3: Acquire, relocate, elevate, and/or retrofit repetitive loss properties from flood-prone areas.
	3.4: Encourage local participation in the Community Rating System (CRS) Program.
	3.5: Maintain emergency response capability.

Goals, and Objectives

According to CFR 201.6(c)(3)(i): "The hazard mitigation strategy shall include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards."

Goal	Objective
Goal 4: Increase public awareness of hazards, their impacts, and ways to reduce vulnerability.	4.1: Improve public alert, warning, and communications systems by promoting redundant and multi-faceted communications methods.
	4.2: Conduct a coordinated public information program related to hazards and their impacts throughout the county.
	4.3: Encourage residents to implement hazard mitigation and preparedness measures on their properties.
	4.4: Promote personal and family preparedness
Goal 5: Protect, preserve, and restore the functions of natural systems.	5.1: Encourage the use of green and natural infrastructure.
	5.2: Coordinate with local, county, state, federal, international, and other stakeholder agencies to maintain natural systems, including wetlands, parks, and riverine and coastal areas.

Goal	Objective
NEW Goal 6: Address Long-Term Vulnerabilities from High Hazard Dams	6.1: Ensure dam infrastructure is maintained
	6.2: Ensure Emergency Action Plans are developed and updated
	6.3: Support the identification and access to funding to repair/replace dams

CRS Integration

- Hazard mitigation plans qualify for CRS points as "Floodplain Management Plans" through Activity 510
- To achieve a Class 4, specific outreach requirements in Activity 510 must be met

Meeting Name	CRS Step
Steering Committee Kick-Off	-
Planning Partnership Kick-Off	-
Public Kick-Off	Step 2 – held in a flood-prone area within 2 months
Risk Assessment Presentation and SWOO	Step 4 – Assess the Hazard Step 5 – Assess the problem
SC Meeting #2 – Goals and Objectives	Step 6 – Set Goals
Mitigation Strategy Workshop	Step 7 – Review possible activities
Plan Review Meeting	Step 8 – Draft an action plan

- Tetra Tech will structure and document meetings to meet prerequisites for CRS Class 4 and achieve as many points as possible through Activity 510. We will also work with the communities to help them throughout the process.
- Communities still need to meet the other Class 4 prerequisites (e.g. watershed management plan, Activity 610) and present documentation of participation during individual verifications to meet Class 4
- All meetings must be open to the public
- All meetings must be documented on the County's website

Schedule

- **Planning Process**
  - Steering Committee Kick-Off – TODAY!
  - Planning Partnership Kick-Off – August 10, 2022
  - Currently working on reviewing plans, studies, and codes/ordinances
- **Update Risk Assessment**
  - Data collection is underway
  - Confirm hazards of concern and begin vulnerability assessment for each
- **Public Involvement Strategy – ongoing throughout the planning process**
- **Mitigation Strategy**
  - Begin working with the municipalities after the Planning Partnership kick-off
  - Mitigation Strategy Workshop with FEMA and NYS DHSES – October 2022
- **Draft Plan to Steering Committee by middle of fall**
- **Final draft plan to NYS DHSES and FEMA - December 2022**

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Planning Partnership Next Steps

- Return Worksheets Hazard of Concern Worksheet by August 16 (Optional)
- **Return Worksheets A through E by August 31!**
- Start tracking In-Kind hours via online survey– to be distributed via email
- Confirm access to OneDrive – access to be provided in separate email
- Risk Assessment Meeting – September 2022
- Mitigation Strategy Workshop – October 2022
- Review Draft Plan

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Questions?

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Monroe County
Hazard Mitigation Plan Update
Meeting Notes

Purpose of Meeting:	Planning Partnership Kickoff meeting
Location of Meeting:	Teleconference Zoom Meeting
Date of Meeting:	August 10, 2022 9:00 – 10:00 am

Attendees:

Matthew Jarrett, Monroe County Office of Emergency Management
Elisabeth Clower, Monroe County Office of Emergency Management
Chris Huch, Tetra Tech, Project Manager
Erika Corsi, Tetra Tech, Planner
Dawn Forte, Town of Chili, Secretary to Town Supervisor
Kirk Morris, Town of Greece, DPW Commissioner
John Gauthier, Town of Greece, Associate Engineer
Steve Schultz, Town of Henrietta, Supervisor
Rick Milne, Village of Honeoye Falls, Mayor
Scott Johnson, Village of Honeoye Falls, Assistant Fire Chief
Mark Lenzi, Town of Parma, Building Inspector
Salvatore Tantalo, Town of Pittsford, Emergency Manager/Fire Marshal
Jackie Sullivan, Village of Spencerport, Village Clerk
Jake Swingly, Village of Webster, Superintendent of Public Works
Jay Coates, Town of Wheatland, Fire Marshal

Agenda Summary:

Item No.	Description	Action item(s):
1	**Welcome** • Meeting started at 9:00 am	
2	**In-Kind Tracking** • Grant requirements for FEMA	• Send out link for in-kind tracker • Planning Partnership members can choose to complete Hazard of Concern exercise by August 16
3	**Hazard Mitigation Plan Context** • Mitigation -> Prepare/Prevent -> Response -> Recover -> • Federal Mitigation grants saved 6 dollars for every 1 dollar spent • Investing at state, local, and federal level • Monroe County has had 21 disaster declarations • Plan needs to be current for grant cycle/funding • Support CRS participants/rating of municipalities – flood insurance premium reductions – Greece Class 5 – 25% reduction rate	

	• FEMA Update guidance – April 2023 – will be meeting the new 2023 standards • Updates risk assessment – overview of hazards, vulnerability analysis, multiple jurisdictions • Updated mitigation strategy – identification of the projects • NYS DHSES Requirements – focus on certain local issues and address Federal requirements	
4	**Project Organization** • Core Planning Team – Monroe County OEM and Tetra Tech • Steering committee – County departments, outside agencies and stakeholders • Planning Partnership – all participating municipalities, Steering Committee • Stakeholders • FEMA & NYSDHSES	
5	**Letters of Intent to Participate (LOIP)** • LOIP is requested from each municipality – to ensure Tetra Tech can begin contact and get started on their sections of the plan	• Municipalities should complete and submit their LOIP
6	**Schedule** • Phase 2 – Risk Assessment – August 2022 • Phase 3- Public Involvement Strategy • Phase 4 – Mitigation Strategy – October 2022 • Phase 5 – Plan Maintenance – October 2022 • Phase 6 – Plan Update and Development – November/December 2022 • Phase 7 – Plan review and Adoption – Jan 2023	
7	**Critical Facilities and Lifelines** • Critical Facilities – considered critical to health and welfare of population – schools • Lifelines – provides indispensable services that enables continuous operation of critical business – fire, police, hospital	
8	**Municipal Worksheets** • Worksheet A – Past Events History – closures, dollar amount in damages if possible • Worksheet B – Capability Assessment – plans, staffing, outreach • Worksheet C – NFIP Floodplain Administrator – to be filled out by Floodplain Admin. • Worksheet D – Mitigation Action Review – Provide status update on 2017 actions and note which actions are to be included in 2023	• Tetra Tech sending Worksheets A-E to participating municipalities • Municipalities to complete and return worksheets by August 31

	update. Anything discontinued needs an explanation of discontinuation • Worksheet E – Building Permits – Fill out for brand new structures, in areas where there was no previous structure.	
9	**Risk Assessment** • Additional hazard – disease outbreak – hazard mitigation $ on the table for future planning efforts • Utility failure - discontinued as a standalone hazard – it is a cascading impact • Civil unrest, Terrorism to be discontinued as they are non-natural hazards and addressed in other planning efforts	• Optional: Complete hazard of concern exercise by August 16
10	**Public and Stakeholder Outreach** • www.monroecountynyhmp.com set up and live • Will complete stakeholder and public surveys • Social media postings will be developed	• Planning Partnership to assist with outreach announcements
11	**Goals and Objectives** • Looking into high hazard dams as potential new goal and objective	• Optional: Complete goals and objectives exercise by August 16
12	**Community Rating System (CRS) Integrations** • HMP is being developed to qualify for points in the CRS floodplain management section • Chili, Henrietta, and Penfield are all exploring the CRS program	
9	**Conclusion**	

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
STEERING COMMITTEE MEETING – AGENDA
MEETING DATE/TIME: October 13, 2022 – 10:00 am

Steering Committee Risk Assessment Meeting

Join Zoom Meeting
https://monroecounty-gov.zoom.us/j/85460523974?pwd=VWN4cmVHZTdaajE3MyszSFArOFRiQT09
Meeting ID: 854 6052 3974
Passcode: 85642664
One tap mobile
*+16468769923,,85460523974#,,,,*85642664# US (New York)*
*+16469313860,,85460523974#,,,,*85642664# US*

- Welcome and Introductions
- In-Kind Tracking
- Project Status Update
- Risk Assessment
- Risk Ranking Summary
- Hazards of Concern Exercise
- SWOO Exercise: https://www.surveymonkey.com/r/MonroeSWOO
- Conclusion and Next Steps

Monroe County
Hazard Mitigation Plan Update
Steering Committee Risk Assessment Meeting | October 13, 2022

TETRA TECH

1

Agenda

- Introduction
- In-Kind Tracking
- Project Status Update
- Risk Assessment
- Risk Ranking Summary
- SWOO Exercise
- Conclusion and Next Steps

TETRA TECH

2

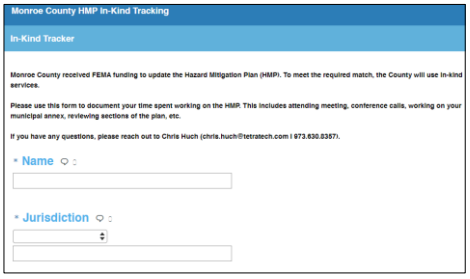
Introduction

- Opening Remarks
  - Monroe County
  - Roll Call
  - NYSDHSES
  - FEMA

TETRA TECH

3

In-Kind Tracking- FEMA Grant Requirement



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Project Status Update

TETRA TECH

5

Public Outreach

- Help get the word out about the HMP
  - www.monroecountynyhmp.com
  - Social media blasts
  - HMP link on your department/agency website
  - Stakeholder and Public Survey

TETRA TECH

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Risk Assessment

2022 HMP Hazards of Concern:

- Disease Outbreak
- Drought
- Earthquake
- Extreme Temperature
- Flood
- Hazardous Materials
- Infestation and Invasive Species
- Landslide
- Severe Storm
- Severe Winter Storm
- Wildfire

7

Risk Assessment – What is Risk?

Risk is a function of:

✓Hazard - source of potential danger or adverse condition

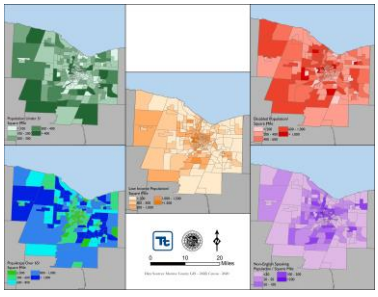
✓Exposure - manmade features exposed to the hazard

✓Vulnerability - damage susceptibility exposed features

✓Adaptive Capacity
- Plans/policies
- Response/recovery
- Financial resources

8

Vulnerable Populations



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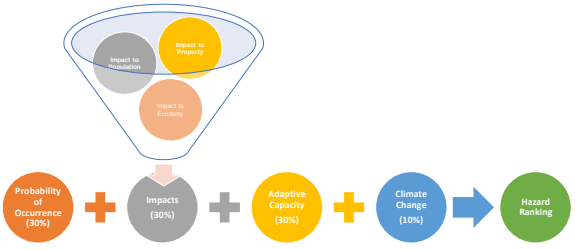
Hazard Ranking Formula



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Disease Outbreak

Risk Ranking Value = Low

- Past outbreaks in USA
  - Influenza (annual)
  - Asian Flu (1957-1958)
  - West Nile Virus (2000)
  - Swine Flu (2009-2010)
  - Ebola (2014)
  - Covid-19 (2020-present)
- Exposure
  - Entire County is vulnerable
  - Highest vulnerability = dense populations
- Predicting future occurrences is difficult
- Climate changes - Warmer temperatures and changing rainfall patterns will affect outbreaks

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Drought

Risk Ranking Value = Medium

- Monroe County is home to 527 farms (USDA 2017 Census of Agriculture)
- Monroe County was included in 3 recent drought-related U.S. Department of Agriculture (USDA) disaster declarations:
  - S4023 - 2016 Drought
  - S4031 - 2016 Drought
  - S4037 - 2016 Drought (USDA 2022)
- 2016 resulted in over $2 million in losses due to drought (USDA 2022)

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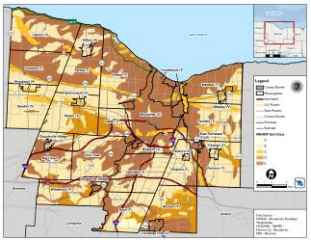
Earthquake

Risk Ranking Value = Low

- History
  - No disaster declarations or major earthquakes
  - Earthquakes have been felt that have occurred elsewhere in the northeast
- Exposure to NEHRP Soils , Type D & E Soils
  - 59.4% of population, 59.7% of building stock, and 65.4% of RCV exposed
- Probability - Unlikely



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Extreme Temperature

Risk Ranking Value = Medium

- Extreme heat >10 degrees above the average high temperature that lasts for several weeks
  - A leading weather-related cause of death in USA
- Extreme cold temperatures < 0 degrees
- History
  - 1 recorded event 1999-2022 (extreme cold/wind chill)
- Exposure
  - Entire County population exposed
  - More urbanized areas can experience Urban Heat Island effect
  - Probability - Occasional

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Flood

Hazard Risk Rank = Medium

Impacts

- $10.326 million in reported property damage since 1996 (NOAA Storm Events Database)

Exposure 1-Percent Annual Chance Floodplain

- $5.364 billion building stock replacement value
- 59 critical facilities (most are dams and pump stations)
- 46,819 tons of debris

NFIP countywide

1,815 Policies

356 Claims

$3,396,444 Payments

NATIONAL FLOOD INSURANCE PROGRAM

Residents exposed to 1-percent annual chance flood area: 6,364

0.8% of total population

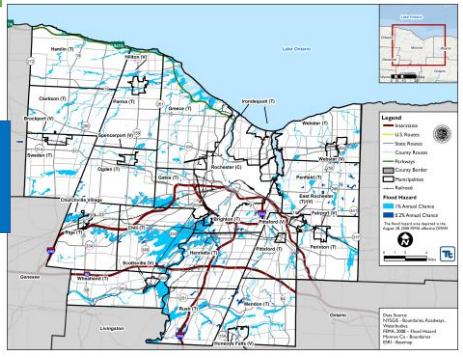
Flood History

67 events (1950-2020)

4 FEMA flood-related declarations (1954-2019)

15

FEMA Flood Hazard Areas



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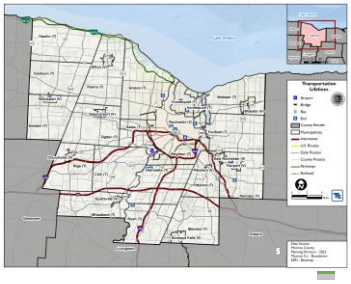
Hazardous Materials

Hazard Risk Rank = Low

- Numerous facilities throughout Monroe County use and store hazardous materials
- Transportation accidents
- Accidental releases
- Pipelines
- Nuclear accidents



17

Infestation and Invasive Species

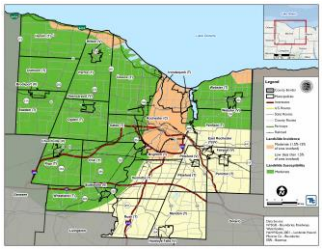
Hazard Risk Rank = Low

- Past invasive species
  - True Armyworm
  - Black Swallow-Wort
  - Brown Marmorated Stink Bug
  - Emerald Ash Borer
  - Hemlock Woolly Adelgid
  - Spotted Lanternfly
- Predicting future occurrences is difficult
- Climate changes – shifts in climate zones are likely to result in shifting species ranges. Stressed ecosystems from climate change are more likely to have negative impacts from external stressors like climate change.

18

Landslide Hazard Risk Rank = Low

- Incidence
  - Areas of moderate incidence are located along Lake Ontario and the center of the County.
  - No recent landslide events on record
- Susceptibility
  - Areas of moderate susceptibility include all the county aside from the southeastern regions.



19

Severe Storms Risk Ranking Value= High

- Include thunderstorm, lightning, hailstorm, windstorm, tornado, hurricanes/tropical storms
- Climate change likely to cause more severe and more frequent severe storms.

257 Severe Storm Events (1955-2022)

Federally Declared Severe Storm Events (1954-2019) 4

$3 Million Crop Damages (1955-2022)

Probability of annual occurrence 100%

20

Severe Winter Storms Risk Ranking Value= High

- Include blizzards, ice storms, snowstorms, sleet, freezing rain
- Entire County is vulnerable
  - Traffic accidents
  - Overexertion
  - Hypothermia
  - Access for emergency vehicles

67 # Winter Storms (1996-2022)

$4.43 million Property damage (1996-2022)

6 FEMA Declarations (1954 – 2022)

100% Probability of annual occurrence

21

Wildfire Hazard Risk Rank = Low

- 5.7% of population located in the WUI Interface, 7.9% located in the WUI Intermix
- 17,252 buildings in the WUI Interface, 25,551 in the WUI Intermix
- 72 lifeline facilities located in the WUI Interface, 120 facilities in the WUI Intermix
- $12 billion replacement cost value in WUI Interface, $16 billion in WUI Intermix
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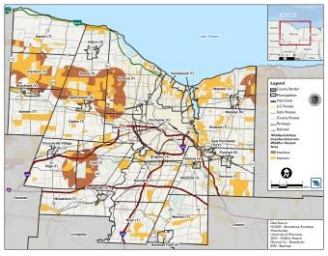

22

Risk Ranking Summary - Countywide

Low
Medium
High

Hazard of Concern	Probability x 30%	Total Impact x 30%	Adaptive Capacity x 30%	Changing Future Conditions x 10%	Total Risk Ranking Value
Disease Outbreak	0.6	2.7	0	0.2	3.5
Drought	0.6	3	0	0.3	3.9
Earthquake	0	3.6	0	0.1	3.7
Extreme Temperature	0.6	3	0	0.3	3.9
Flood	0.6	3.3	0	0.3	4.2
Hazardous Materials	0.3	3	0	0.1	3.4
Invasive Species	0.6	2.1	0.3	0.3	2.7
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Severe Storm	0.9	4.2	-0.3	0.3	5.1
Severe Winter Storm	0.9	4.5	-0.3	0.2	5.3
Wildfire	0.6	1.8	0	0.2	2.6

23

Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

- **Strengths** – what mitigation actions does our town/village/city already do?
- **Weaknesses** – what could we do better?
- **Obstacles** – what impedes us from taking mitigation action? What is a challenge to overcome?
- **Opportunities** – used to develop mitigation strategies

https://www.surveymonkey.com/r/MonroeSWOO

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Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

Hazard	
Strengths	**Weaknesses**
What does the county and its communities do well in terms of: ➢ Plans and Regulations • Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?	What can the county and its communities do better or what are the gaps in terms of: ➢ Plans and Regulations • Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?

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Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

Hazard	
Obstacles	**Opportunities**
What is preventing the county and its communities to implement: ➢ Plans and Regulations ➢ Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?	What can the county and its communities implement in terms of: ➢ Plans and Regulations ➢ Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?

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Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

Hazard: Flood	
S	Minimal exposure to flood risk
W	Silt and debris buildup in streams can lead to localized flooding
Ob	Funding for culvert and catch basin maintenance
Opps	Installing stream gages

Hazard: Severe Winter Storm	
S	Municipalities have the resources and experience to deal with winter weather
W	Aging equipment
Ob	Funding; limited staff for prolonged events
Opps	Shared services

Hazard: Severe Storms	
S	Tree trimming programs are in place
W	Aging infrastructure; lack of underground utilities
Ob	Cost to retrofit existing utility infrastructure
Opps	Underground utilities; enhance public outreach program

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Planning Partnership Next Steps

- Complete the SWOO survey by end of today
- Mitigation Strategy Workshop – Monday October 17, 2022 at 11:00 a.m. **ATTENDANCE IS MANDATORY**
- Hold call with your assigned Tetra Tech planner to develop actions and complete annex by November 4
- Review Draft Plan - November
- Remember to continue to track In-Kind hours via online survey
  - If you need the link sent again, email chris.huch@tetratech.com

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TETRA TECH

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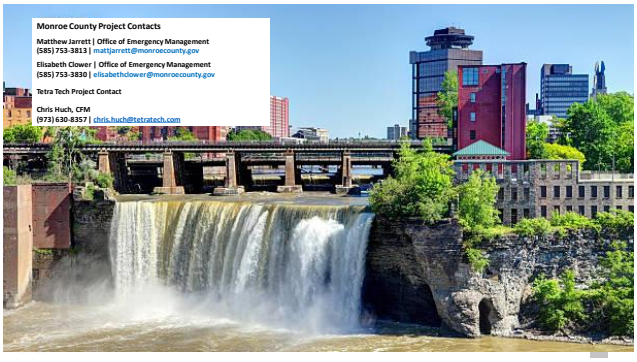

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Monroe County
Hazard Mitigation Plan Update
Meeting Notes

Purpose of Meeting:	Steering Committee Risk Assessment Meeting
Location of Meeting:	Teleconference Teams Meeting
Date of Meeting:	October 13, 2022 10:00am – 11:00am

Attendees:
Matthew Jarrett, Monroe County Office of Emergency Management
Elisabeth Clower, Monroe County Office of Emergency Management
Clement Chung, Monroe County Department of Environmental Services, Deputy Director
Andrew Sansone, Monroe County Department of Environmental Services
Rochelle Bell, Monroe County Department of Planning and Development, Senior Associate Planner
Kelly Emerick, Monroe County Soil & Water Conservation District, Executive Director
Scott McCarty, Monroe County DES-GIS Services Division, Operations Manager
Chris Huch, Tetra Tech, Project Manager
Erika Corsi, Tetra Tech, Planner
Chuck DiSalvo, Monroe Community College, Public Safety
Karen St Aubin, City of Rochester Emergency Management Office,
Jason Palvino, Rochester-Genesee Regional Transportation Authority (RGRTA), System Safety Manager
Jamie Renner, City of Rochester Fire Department, Captain
Erin Magee, Irondequoit DPW, Deputy Commissioner
Shannon Clarke, DHSES
Roland Paperman, DHSES

Agenda Summary:

Item No.	Description	Action item(s):
1	**Welcome and Introductions** • Meeting started at 10:00 am	
2	**In-Kind Tracking** • Attendees were reminded to fill out the in-kind tracking form for work completed outside of meetings	• In-kind tracker will be sent out by Tt via email
3	**Project Status Update** • Project timeline is on track • Mitigation Strategy Workshop – Steering Committee members encouraged to attend • Tail end of October – maintenance procedures, review sections of the draft plan, plan for public review in mid November – 30 day period – send to DHSES early December	• Mitigation Strategy Workshop – Monday, 10/24 10am
4	**Risk Assessment** • Each hazard of concern has a stand alone hazard profile • Climate change is a new requirement for HMPs and included in the risk assessment • Adaptive capacity is included in risk rankings as well.	• Continue to work with FEMA to obtain updated NFIP data

	• Earthquake – Low –Soil in the region will have a greater chance of shaking – 59% of population and 57% of building stock is in NEHRP soil areas D & E. • Extreme Temp(Heat/Cold) – Medium – extreme heat >10 degrees and extreme cold < 0 degrees. Urban areas more susceptible to extreme heat events (urban Heat Island) **Medium ranking** is based on economy and building damage. • Flooding – medium – HAZUS – model potential impacts – four major disaster declarations. Working to get updated NFIP data, current data is from 2008. Flood risk overall in the future is likely to increase	

5	**Risk Ranking Summary**
	• Extreme Temperature (Heat/Cold) – ranked medium on 2020 CEPA. The Steering Committee felt extreme temp could stay at medium instead of high
	• Flood –
	  ○ Mr. Chung noted FEMA is reclassifying what 'flood' means for remapping FIRMS, does the hazard ranking reflect the changes coming down the pipeline? Mr. Huch explained that FIRMs have specific language for flooding but the HMP includes a variety of flooding including flooding not considered for FIRMs such as urban flooding.
	  ○ Mr. Sansone noted that in previous plans, flooding was high risk hazard and asked if there was a different calculation for how flooding is being evaluated for this update. Mr. Huch noted that the hazard ranking calculation has been updated but local conditions can warrant adjustments.
	  ○ The Steering Committee agreed that flood should be moved up to a high ranking based on current conditions and recent impacts.
	• The County-wide rankings are as follows:
	  ○ Disease Outbreak: Low
	  ○ Drought: Medium
	  ○ Earthquake: Low
	  ○ Extreme Temperature: Medium
	  ○ Flood: High
	  ○ Hazardous Materials: Low
	  ○ Invasive Species: Low
	  ○ Landslide: Low
	  ○ Severe Storm: High
	  ○ Severe Winter Storm: High
	  ○ Wildfire: Low	

6	**SWOO Exercise** • Steering Committee to complete a SWOO. • The Planning Partnership is also completing the SWOO • https://www.surveymonkey.com/r/MonroeSWOO	• Request will be sent out via email • Submit SWOO by end of week
7	**Conclusion** - The meeting concluded at 11:00 am	

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
PLANNING PARTNERSHIP MEETING – AGENDA
MEETING DATE/TIME: October 13, 2022 – 11:00 am

Planning Partnership Risk Assessment Meeting

Join Zoom Meeting
https://monroecounty-gov.zoom.us/j/89783108957?pwd=QjhXOU9tRDMrbE9ZRW1zbGJLbjRyZz09
Meeting ID: 897 8310 8957
Passcode: 46014449
One tap mobile
+16469313860,,89783108957#,,,,*46014449# US
+16468769923,,89783108957#,,,,*46014449# US (New York)

- Welcome and Introductions
- In-Kind Tracking
- Project Status Update
- Risk Assessment
- Risk Ranking Summary
- Hazards of Concern Exercise
- SWOO Exercise: https://www.surveymonkey.com/r/MonroeSWOO
- Conclusion and Next Steps

Monroe County
Hazard Mitigation Plan Update
Planning Partnership Risk Assessment Meeting | October 13, 2022

TETRA TECH

1

Agenda

- Introductions
- In-Kind Tracking
- Project Status Update
- Risk Assessment
- Risk Ranking Summary
- SWOO Exercise
- Conclusion and Next Steps

TETRA TECH

2

Introduction

- Opening Remarks
  - Monroe County
  - Roll Call
  - NYSDHSES
  - FEMA

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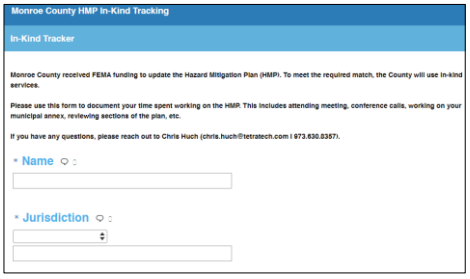
3

In-Kind Tracking- FEMA Grant Requirement



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4

Project Status Update

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5

Jurisdiction	Worksheet A - Hazard Event History	Worksheet B - Capability Assessment	Worksheet C - NFIP Floodplain Admin.	Worksheet D - Past Action review	Worksheet E - New Development
Town of Brighton	X	X	X	X	X
Village of Brockport					
Town of Chili	X	X	X	X	X
Village of Churchville	X	X	X	X	X
Town of Clarkson	X	X	X		X
Town/Village of East Rochester	X	X	X	X	X
Village of Fairport	X	X	X	X	X
Town of Gates	X	X	X	X	X
Town of Greece	X	X	X	X	X
Town of Hamlin	X	X	X	X	X
Town of Henrietta					
Village of Hilton	X	X	X	X	X
Village of Honeoye Falls	X	X	X	X	X
Town of Irondequoit					
Town of Mendon	X	X	X	X	X
Town of Ogden	X	X	X	X	X
Town of Parma	X	X	X	X	X
Town of Penfield	X	X	X	X	X
Town of Perinton	X	X	X	X	X
Town of Pittsford	X	X	X	X	X
Village of Pittsford					
Town of Riga	X	X	X	X	X
City of Rochester					
Town of Rush					
Village of Scottsville	X	X	X	X	X
Village of Spencerport	X	X	X	X	X
Town of Sweden	X	X	X	X	X
Town of Webster					
Village of Webster	X	X	X	X	X
Town of Wheatland	X	X	X	X	X

6

Public Outreach

- Help get the word out about the HMP
  - www.monroecountynyhmp.com
  - Social media blasts
  - HMP link on your department/agency website
  - Stakeholder and Public Survey

7

Risk Assessment

Hazards of Concern:

- Disease Outbreak
- Drought
- Earthquake
- Extreme Temperature
- Flood
- Hazardous Materials
- Infestation and Invasive Species
- Landslide
- Severe Storm
- Severe Winter Storm
- Wildfire

8

Risk Assessment – What is Risk?

Risk is a function of:

✓Hazard - source of potential danger or adverse condition

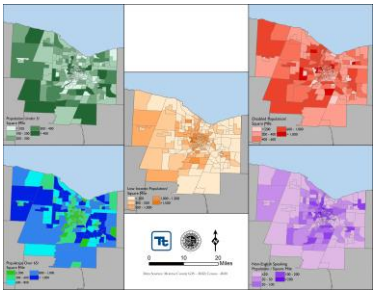
✓Exposure - manmade features exposed to the hazard

✓Vulnerability - damage susceptibility exposed features

✓Adaptive Capacity
- Plans/policies
- Response/recovery
- Financial resources

9

Vulnerable Populations



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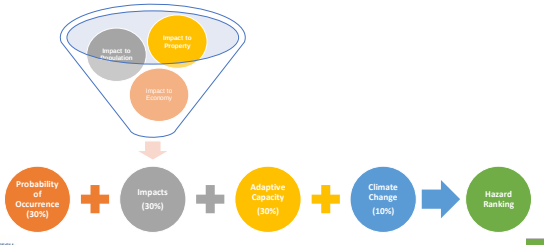
Hazard Ranking Formula



11

Disease Outbreak

Risk Ranking Value = Low

- Past outbreaks in USA
  - Influenza (annual)
  - Asian Flu (1957-1958)
  - West Nile Virus (2000)
  - Swine Flu (2009-2010)
  - Ebola (2014)
  - Covid-19 (2020-present)
- Exposure
  - Entire County is vulnerable
  - Highest vulnerability = dense populations
- Predicting future occurrences is difficult
- Climate changes - Warmer temperatures and changing rainfall patterns will affect outbreaks

12

Drought

Risk Ranking Value = Medium

- Monroe County is home to 527 farms (USDA 2017 Census of Agriculture)
- Monroe County was included in 3 recent drought-related U.S. Department of Agriculture (USDA) disaster declarations:
  - S4023 - 2016 Drought
  - S4031 - 2016 Drought
  - S4037 - 2016 Drought (USDA 2022)
- 2016 resulted in over $2 million in losses due to drought (USDA 2022)

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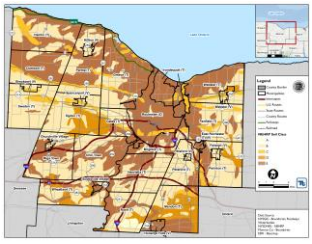
Earthquake

Risk Ranking Value = Low

- History
  - No disaster declarations or major earthquakes
  - Earthquakes have been felt that have occurred elsewhere in the northeast
- Exposure to NEHRP Soils , Type D & E Soils
  - 59.4% of population, 59.7% of building stock, and 65.4% of RCV exposed
- Probability - Unlikely



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Extreme Temperature

Risk Ranking Value = Medium

- Extreme heat >10 degrees above the average high temperature that lasts for several weeks
  - A leading weather-related cause of death in USA
- Extreme cold temperatures < 0 degrees
- History
  - 1 recorded event 1999-2022 (extreme cold/wind chill)
- Exposure
  - Entire County population exposed
  - More urbanized areas can experience Urban Heat Island effect
  - Probability - Occasional

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Flood

Hazard Risk Rank = Medium

Impacts

- $10.326 million in reported property damage since 1996 (NOAA Storm Events Database)

Exposure 1-Percent Annual Chance Floodplain

- $5.364 billion building stock replacement value
- 59 critical facilities (most are dams and pump stations)
- 46,819 tons of debris

NFIP countywide

1,815 Policies

356 Claims

$3,396,444 Payments

NATIONAL FLOOD INSURANCE PROGRAM

Residents exposed to 1-percent annual chance flood area: 6,364

0.8% of total population

Flood History

67 events (1950-2020)

4 FEMA flood-related declarations (1954-2019)

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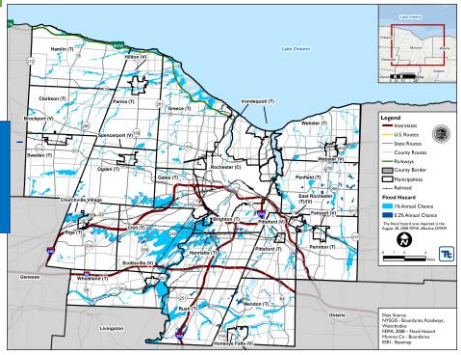
FEMA Flood Hazard Areas



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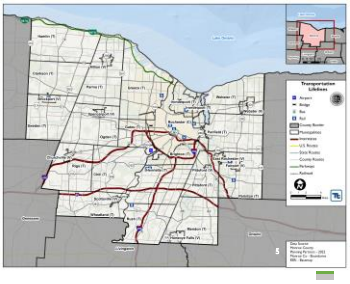
Hazardous Materials

Hazard Risk Rank = Low

- Numerous facilities throughout Monroe County use and store hazardous materials
- Transportation accidents
- Accidental releases
- Pipelines
- Nuclear accidents



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19

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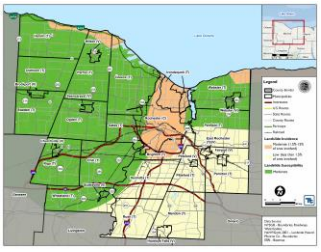

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Probability of annual occurrence 100%

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21

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Severe Winter Storms

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- Entire County is vulnerable
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  - Hypothermia
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22

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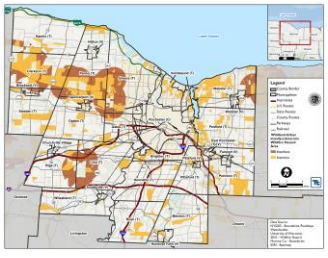

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23

23

Risk Ranking Summary - Countywide

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Extreme Temperature	0.6	3	0	0.3	3.9
Flood	0.6	3.3	0	0.3	4.2
Hazardous Materials	0.3	3	0	0.1	3.4
Invasive Species	0.6	2.1	0.3	0.3	2.7
Landslide	0	3.6	0	0.2	3.8
Severe Storm	0.9	4.2	-0.3	0.3	5.1
Severe Winter Storm	0.9	4.5	-0.3	0.2	5.3
Wildfire	0.6	1.8	0	0.2	2.6

Low
Medium
High

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Risk Ranking Summary – Municipalities

Monroe County Municipality	Hazard Ranking										
	Disease Outbreak	Drought	Earthquake	Ext Temp	Flood	Landslide	Hazmat	Invasive	Severe Storm	Severe Winter Storm	Wildfire
Town of Brighton	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Village of Brockport	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	High
Town of Chili	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Medium
Village of Churchville	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Clarkson	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	High
Town/Village of East Rochester	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Village of Fairport	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Gates	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Town of Greece	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Medium
Town of Hamlin	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Town of Henrietta	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Village of Hilton	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Village of Honeoye Falls	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Irondequoit	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Mendon	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Ogden	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Parma	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Medium
Town of Penfield	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Town of Pennfield	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Town of Pittsford	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Village of Pittsford	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Riga	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Medium
City of Rochester	Low	Medium	Low	High	Medium	Low	Low	Low	High	High	Low
Town of Rush	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Village of Scottsville	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Village of Spencerport	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Sweden	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Webster	Low	Medium	Low	Medium	Medium	Low	Low	Low	High	High	Low
Village of Webster	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low
Town of Wheatland	Low	Medium	Low	Medium	Low	Low	Low	Low	High	High	Low

TETRA TECH 25

25

Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

- **Strengths** – what mitigation actions does our town/village/city already do?
- **Weaknesses** – what could we do better?
- **Obstacles** – what impedes us from taking mitigation action? What is a challenge to overcome?
- **Opportunities** – used to develop mitigation strategies

https://www.surveymonkey.com/r/MonroeSWOO

TETRA TECH 26

26

Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

Hazard	
Strengths	Weaknesses
What does the county and its communities do well in terms of: ➢ Plans and Regulations • Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?	What can the county and its communities do better or what are the gaps in terms of: ➢ Plans and Regulations • Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?

TETRA TECH 27

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Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

Hazard	
Obstacles	Opportunities
What is preventing the county and its communities to implement: ➢ Plans and Regulations ➢ Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?	What can the county and its communities implement in terms of: ➢ Plans and Regulations ➢ Codes, Ordinances, Planning Studies, Comprehensive Plans, Adaptation and Resiliency Plans ➢ Structure and Infrastructure Projects ➢ Natural Systems Protection ➢ Education and Awareness Programs ➢ Preparedness ➢ Others?

TETRA TECH 28

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Strengths, Weaknesses, Obstacles, and Opportunities (SWOO)

Hazard: Flood	
S	Minimal exposure to flood risk
W	Silt and debris buildup in streams can lead to localized flooding
Ob	Funding for culvert and catch basin maintenance
Opps	Installing stream gages

Hazard: Severe Winter Storm	
S	Municipalities have the resources and experience to deal with winter weather
W	Aging equipment
Ob	Funding; limited staff for prolonged events
Opps	Shared services

Hazard: Severe Storms	
S	Tree trimming programs are in place
W	Aging infrastructure; lack of underground utilities
Ob	Cost to retrofit existing utility infrastructure
Opps	Underground utilities; enhance public outreach program

TETRA TECH 29

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Planning Partnership Next Steps

- Complete the SWOO survey by end of today
- Mitigation Strategy Workshop – Monday October 17, 2022 at 11:00 a.m. **ATTENDANCE IS MANDATORY**
- Hold call with your assigned Tetra Tech planner to develop actions and complete annex by November 4
- Review Draft Plan - November
- Remember to continue to track In-Kind hours via online survey
  - If you need the link sent again, email chris.huch@tetratech.com

TETRA TECH 30

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Questions?

TETRA TECH

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Monroe County Project Contacts

Matthew Jarrett | Office of Emergency Management
(585) 753-3813 | mattjarrett@monroecounty.gov

Elisabeth Clower | Office of Emergency Management
(585) 753-3830 | elisabethclower@monroecounty.gov

Tetra Tech Project Contact

Chris Huch, CFM
(973) 630-8357 | chris.huch@tetratech.com

Monroe County
Hazard Mitigation Plan Update
Meeting Notes

Purpose of Meeting:	Planning Partnership Risk Assessment Meeting
Location of Meeting:	Teleconference Teams Meeting
Date of Meeting:	October 13, 2022 11:00am – 12:00pm

Attendees:

See Participation Matrix

Agenda Summary:

Item No.	Description	Action item(s):
1	**Welcome and Introductions** • Meeting started at 10:00 am	
2	**In-Kind Tracking** • Attendees were reminded to fill out the in-kind tracking form for work completed outside of meetings	• In-kind tracker will be sent out by Tt via email
3	**Project Status Update** • Project timeline is on track • Mitigation Strategy Workshop should be attended by all participants. • The draft plan will be posted for public review in mid November – 30 day period – send to DHSES early December	• Mitigation Strategy Workshop – Monday, 10/24 10am
4	**Risk Assessment** • Each hazard of concern has a stand alone hazard profile • Climate change is a new requirement for HMPs and included in the risk assessment • Adaptive capacity is included in risk rankings as well.	• Continue to work with FEMA to obtain updated NFIP data

5	**Risk Ranking Summary**
	• The Steering Committee changed the County-wide risk ranking for extreme temperature from high to medium and flood from medium to high.
	• The County-wide rankings are as follows:
	  ○ Disease Outbreak: Low
	  ○ Drought: Medium
	  ○ Earthquake: Low
	  ○ Extreme Temperature: Medium
	  ○ Flood: High
	  ○ Hazardous Materials: Low
	  ○ Invasive Species: Low
	  ○ Landslide: Low
	  ○ Severe Storm: High
	  ○ Severe Winter Storm: High
	  ○ Wildfire: Low	

	• Municipalities will receive their municipal specific risk rankings in a worksheet and are asked to provide feedback and modify according to local conditions.	
6	**SWOO Exercise** • Planning Partnership to complete a SWOO. https://www.surveymonkey.com/r/MonroeSWOO	• Request will be sent out via email • Submit SWOO by end of week
7	**Conclusion** - The meeting concluded at 11:00 am	N/A

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
MITIGATION STRATEGY WORKSHOP – AGENDA
MEETING DATE/TIME: October 17, 2022 – 11:00 am

Mitigation Strategy Workshop

Join Zoom Meeting
https://monroecounty-gov.zoom.us/j/81775748666?pwd=YjJOZ1BMRFhKQkp2U0ZhZkpSWU5HUT09

Meeting ID: 817 7574 8666
Passcode: 01887469
One tap mobile
*+16468769923,,81775748666#,,,,*01887469# US (New York)*
*+16469313860,,81775748666#,,,,*01887469# US*

- Welcome and Introductions
- In-Kind Tracking Reminder
- Project Status Update
- Developing Mitigation Strategies
- Updating Previous Actions
- Using Mitigation Development Worksheets to Select Your Actions
- Action Worksheets
- Conclusion and Next Steps

Monroe County
Hazard Mitigation Plan Update
Mitigation Strategy Workshop| October 17, 2022

TETRA TECH

1

Agenda

- Opening Remarks
- In-Kind Tracking Reminder
- Project Status Update
- Developing Mitigation Strategies
- Update Previous Actions
- Using Mitigation Development Worksheets to Select Your Actions
- Action Worksheets
- Conclusion and Next Steps

TETRA TECH

2

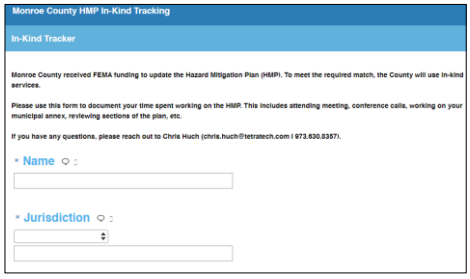
Opening Remarks

- Monroe County
- NYSDHSES
- FEMA

TETRA TECH

3

In-Kind Tracking- FEMA Grant Requirement


Monroe County HMP In-Kind Tracking

In-Kind Tracker

Monroe County received FEMA funding to update the Hazard Mitigation Plan (HMP). To meet the required match, the County will use in-kind services.

Please use this form to document your time spent working on the HMP. This includes attending meeting, conference calls, working on your municipal annex, reviewing sections of the plan, etc.

If you have any questions, please reach out to Chris Huch (chris.huch@tetratech.com | 973.630.8357).

* Name :

* Jurisdiction :

TETRA TECH

4

Project Status Update

TETRA TECH

5

Public Outreach

- Help get the word out about the HMP
  - www.monroecountynyhmp.com
  - Social media blasts
  - HMP link on your department/agency website
  - Stakeholder and Public Survey

TETRA TECH

6

Hazards of Concern for 2023 HMP

- Disease Outbreak
- Drought
- Earthquake
- Extreme Temperature
- Flood
- Hazardous Materials
- Infestation and Invasive Species
- Landslide
- Severe Storm
- Severe Winter Storm
- Wildfire

7

How do you reduce your risk?

- To Reduce Risk:
  - *Manipulate the Hazard*:
    - Structural flood control
  - *Reduce/Eliminate Exposure*:
    - Property acquisition
  - *Reduce Vulnerability*:
    - Retrofit existing structures
  - *Increase Capability*:
    - Preparation, technical assistance, planning, enforcement

8

Using your Mitigation Strategy to Reduce Risk

- What is a *Mitigation Strategy*?
  - A group of projects or actions to reduce the impacts of the hazards of concern on your community
- Terms to describe the *Mitigation Strategy* include:
  - *Mitigation Action Plan* or *Action Plan*
  - *Mitigation Projects* or *Initiatives* or *Actions*

Your Mitigation Strategy table is included in your annex of the plan. TWO of your actions must be detailed on Action Worksheets

9

FEMA Mitigation Action Types

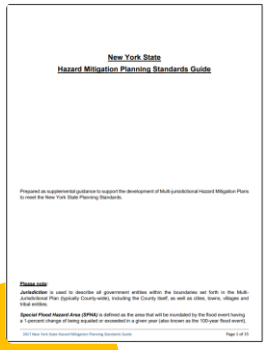
Plans and regulations include government authorities, policies, or codes that encourage risk reduction, such as building codes and state planning regulations. This may also include planning studies.

Structure and infrastructure projects involve modifying existing structures and infrastructure or constructing new structures to reduce the impact of hazards.

Natural systems protection projects minimize losses while also preserving or restoring the function of natural systems.

Education and awareness programs include long-term, sustained programs to inform and educate citizens and stakeholders about hazards and mitigation options. This category could also include training.

10


New York State
Hazard Mitigation Planning Standards Guide

NYS DHSES Requirements

- Each participant must meet NYS DHSES requirements outlined in the 2017 New York State Hazard Mitigation Planning Standards
  - https://www.dhses.ny.gov/system/files/documents/2021/12/2017-nys-mitigation-planning-standards-guide.pdf

11

NYS Requirements for Mitigation Strategy Update

- Need to develop at least 2 Action Worksheets
- If jurisdiction has a regulatory floodplain, then one worksheet must address flooding
  - [if the jurisdiction has Repetitive and Severe Repetitive Loss Properties - it is good practice to include action with details (street or neighborhood names)]
- Critical facilities in the 100-year floodplain – must be protected to the 500-year flood event
  - If already protected, we must note how
  - If not protected, a mitigation action must be developed
- Plan for Climate Change and propose actions to address

12

NYS Requirements for Mitigation Strategy Update

- MUST identify **evacuation routes** and **shelters** in the plan
  - Identify actions to make evacuation routes and shelters viable, if not already
- MUST identify **temporary housing** and **permanent housing** locations in the plan
  - Identify actions to develop these locations, even if outside of jurisdictional boundaries

13

NYS Requirements for Mitigation Strategy Update

- Proposed actions MUST have specific information identified including:
  - Project lead
  - Estimated cost
  - Timeline
  - Whether the action involves a critical facility
- All required items are identified within the proposed action table. Each cell of the table MUST be filled out!

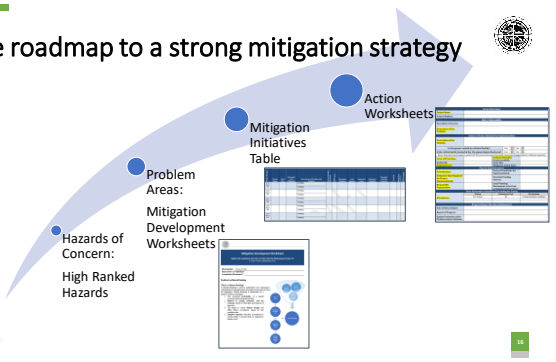
14

Connecting to the Mitigation Strategy

- Need a clear connection between vulnerability and proposed mitigation actions.
- Capability assessment provides insight into challenges/opportunities for the mitigation strategy as well.
- Provides the factual basis for activities proposed in the mitigation strategy.

15

The roadmap to a strong mitigation strategy



16

What are we focusing on for the mitigation strategy?

- Stronger connection between the risk assessment and mitigation strategy
- More specific actions
  - Specific projects, in specific locations, in a specific timeframe
- Diverse actions
  - Focus on highest ranked hazards but also look to address other hazards
  - Include a variety in the types of actions

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Update the Mitigation Strategy

- Review our Goals and Objectives
- Start with Problems (many identified on your Problem Statement Worksheets)
  - Areas that have been impacted by hazard events
  - Recurring issues
  - Critical/Lifeline facilities in the floodplain
  - RL/SRL properties need mitigating
  - Evacuation routes and sheltering needs

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Update the Mitigation Strategy

- Identify New Mitigation Actions/Projects
- Modify 'Carry-Over' projects from the previous HMP -more specific or address different aspect of original problem

Quality Over Quantity!!

19

20

Why we must update our actions…

- Actions in the previous plan often were general and did not include detailed information.
- Detailed information is needed to support FEMA grant applications for funding support.
- Focus on updating previous actions to include the necessary level of detailed information.
- If detailed information is not available, note a phase in the action that will gather this information such as an engineering study or feasibility assessment.
- **Use the same level of detail for new actions as well!**

21

Example: Previous problem and action

- Problem: Critical facilities require backup power.
- Solution: Acquire backup power for critical facilities.

22

Example: Improved problem and action

- Problem: Town Hall lacks a backup power source. The Town Hall houses the Emergency Operations Center and also can serve as a backup shelter. Lack of power results in a breakdown of continuity of operations and prevents the Town Hall from providing critical services during a hazard event.
- Solution: The Town Engineer will work with the Office of Emergency Management to research and purchase the appropriately sized backup generator for the Town Hall. The DPW will install the backup generator and necessary electrical components and will be responsible for testing and upkeep of the generator after installation.

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Example: EVEN MORE Improved problem and action

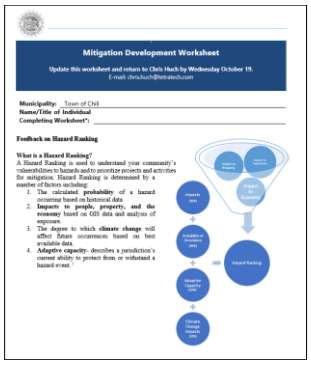
- Problem: Town Hall lacks a backup power source. The Town Hall houses the Emergency Operations Center and also can serve as a backup shelter for approximately 100 people. Lack of power results in a breakdown of continuity of operations and prevents the Town Hall from providing critical services during a hazard event.
- Solution: The Town Engineer will work with the Office of Emergency Management to research and purchase a 75 kW generator for the Town Hall. The DPW will install the backup generator on the roof of the Town Hall and necessary electrical components and will be responsible for testing and upkeep of the generator after installation.

24

Completing Your Mitigation Development Worksheet

25

How to Fill Out Your Mitigation Strategy Worksheet


Mitigation Development Worksheet

Update this worksheet and return to Chris Huch by Wednesday October 19.

E-mail: chris.huch@tetratech.com

Municipality: Town of Chili

Name/Title of Individual Completing Worksheet*:

Feedback on Hazard Ranking

What is a Hazard Ranking?

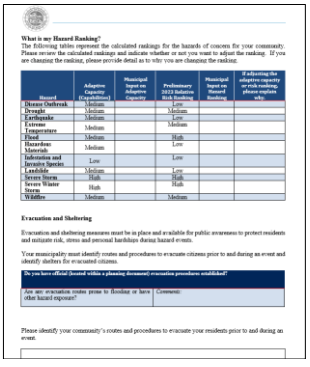
A Hazard Ranking is used to understand your community's vulnerabilities to hazards and to prioritize projects and activities for mitigation. Hazard Ranking is determined by a number of factors including:

1. The calculated **probability** of a hazard occurring based on historical data
2. **Impacts to people, property, and the economy** based on GIS data and analysis of exposure.
3. The degree to which **climate change** will affect future occurrences based on best available data.
4. **Adaptive capacity**- describes a jurisdiction's current ability to protect from or withstand a hazard event.'

TETRA TECH

26

Confirm Your Hazard Rankings


What is my Hazard Ranking?

The following tables represent the calculated rankings for the hazards of concern for your community. Please review the calculated rankings and indicate whether or not you want to adjust the ranking. If you are changing the ranking, please provide detail as to why you are changing the ranking.

Hazard	Adaptive Capacity (Low, Medium, High)	Municipal Input on Adaptive Capacity	Preliminary 2023 Hazard Ranking	Municipal Input on Hazard Ranking	If adjusting the adaptive capacity or risk ranking, please explain why:
Disease Outbreak	Medium		Low		
Drought	Medium		Medium		
Earthquake	Medium		Low		
Extreme Temperatures	Medium		Medium		
Flood	Medium		High		
Hazardous Materials	Medium		Low		
Infestation and Invasive Species	Low		Low		
Landslide	Medium		Low		
Severe Storm	High		High		
Severe Winter Storm	High		High		
Wildfire	Medium		Medium		

Evacuation and Sheltering

Evacuation and sheltering measures must be in place and available for public awareness to protect residents and mitigate risk, stress and personal hardships during hazard events.

Your municipality must identify routes and procedures to evacuate citizens prior to and during an event and identify shelters for evacuated citizens.

Do you have official (located within a planning document) evacuation procedures established?	
Are any evacuation routes prone to flooding or have other hazard exposure?	Comment:

Please identify your community's routes and procedures to evacuate your residents prior to and during an event.

TETRA TECH

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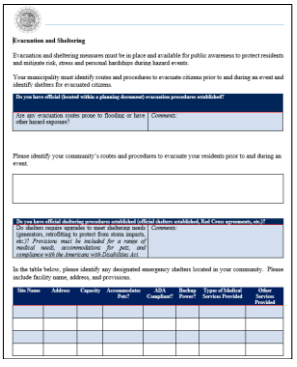
Identify Evacuation/ Sheltering Procedures and Shelter Locations


Evacuation and Sheltering

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Your municipality must identify routes and procedures to evacuate citizens prior to and during an event and identify shelters for evacuated citizens.

Do you have official (located within a planning document) evacuation procedures established?	
Are any evacuation routes prone to flooding or have other hazard exposure?	Comment:

Please identify your community's routes and procedures to evacuate your residents prior to and during an event.

Do you have official sheltering procedures established (official shelters established, Red Cross agreements, etc.)?	
Do shelters require upgrades to meet sheltering needs (generators, retrofitting to protect from storm impacts, etc.)? *Provisions must be included for a range of medical need, accommodations for pets, and compliance with the Americans with Disabilities Act.*	Comment:

In the table below, please identify any designated emergency shelters located in your community. Please include facility name, address, and provisions.

Site Name	Address	Capacity	Accommodates Pets?	ADA Compliant?	Backup Power?	Type of Medical Services Provided	Other Services Provided

TETRA TECH

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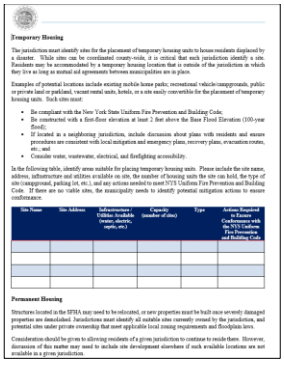
Identify Temporary and Permanent Housing Locations


Temporary Housing

The jurisdiction must identify sites for the placement of temporary housing units to house residents displaced by a disaster. While sites can be coordinated county-wide, it is critical that each jurisdiction identify a site. Residents may be accommodated by a temporary housing location that is outside of the jurisdiction in which they live as long as mutual aid agreements between municipalities are in place.

Examples of potential locations include existing mobile home parks; recreational vehicle/campgrounds, public or private land or parkland, vacant rental units, hotels, or a site easily convertible for the placement of temporary housing units. Such sites must:

- Be compliant with the New York State Uniform Fire Prevention and Building Code;
- Be constructed with a first-floor elevation at least 2 feet above the Base Flood Elevation (100-year flood);
- If located in a neighboring jurisdiction, include discussion about plans with residents and ensure procedures are consistent with local mitigation and emergency plans, recovery plans, evacuation routes, etc.; and
- Consider water, wastewater, electrical, and firefighting accessibility.

In the following table, identify areas suitable for placing temporary housing units. Please include the site name, address, infrastructure and utilities available on site, the number of housing units the site can hold, the type of site (campground, parking lot, etc.), and any actions needed to meet NYS Uniform Fire Prevention and Building Code. If there are no viable sites, the municipality needs to identify potential mitigation actions to ensure conformance.

Site Name	Site Address	Infrastructure / Utilities Available (water, electric, septic, etc.)	Capacity (number of sites)	Type	Actions Required to Ensure Conformance with the NYS Uniform Fire Prevention and Building Code

Permanent Housing

Structures located in the SFHA may need to be relocated, or new properties must be built once severely damaged properties are demolished. Jurisdictions must identify all suitable sites currently owned by the jurisdiction, and potential sites under private ownership that meet applicable local zoning requirements and floodplain laws.

Consideration should be given to allowing residents of a given jurisdiction to continue to reside there. However, discussion of this matter may need to include site development elsewhere if such available locations are not available in a given jurisdiction.

TETRA TECH

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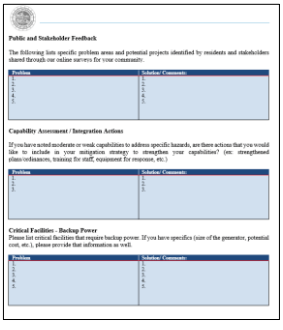
Review Potential Actions and Identify New Actions


Public and Stakeholder Feedback

The following lists specific problem areas and potential projects identified by residents and stakeholders shared through our online surveys for your community.

Problem	Solution/ Comments
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Capability Assessment / Integration Actions

If you have noted moderate or weak capabilities to address specific hazards, are there actions that you would like to include in your mitigation strategy to strengthen your capabilities? (ex: strengthened plans/ordinances, training for staff, equipment for response, etc.)

Problem	Solution/ Comments:
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Critical Facilities – Backup Power

Please list critical facilities that require backup power. If you have specifics (size of the generator, potential cost, etc.), please provide that information as well.

Problem	Solution/ Comments:
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

TETRA TECH

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How do you fill in the Worksheet?

The worksheet asks a series of questions to help you think about vulnerabilities within your community.

- Critical Facilities/Lifelines – backup power
- Critical Facilities/Lifelines – flood protection
- Culverts – undersized/in need of upgrades
- Flood Protection – elevations/buyouts; think about the RL/SRL properties – if you have RL/SRLs you need an action related to this
- Infrastructure Protection – what needs protection from flooding, storms, etc.?
- Anything else?

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How do you fill in the Worksheet?

- Review the pre-populated information on your worksheet
  - Information from worksheets submitted to date
  - Input from public/stakeholder surveys
  - Risk assessment results
- Determine the problems that you will pursue solutions for
- Add as much detail as possible to the problems and develop detailed solutions
- **Return worksheet to Chris Huch at Tetra Tech by this Wednesday, October 18** for discussion during your annex development meeting

We will schedule meetings this week

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Proposed Action Table

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Project Number	Project Name	Goals Met	Hazard(s) to be Mitigated	Description of Problem and Solution	Critical Facility (Yes/No)	ESF Impact	Estimated Timeline	Lead Agency	Estimated Costs	Estimated Benefits	Potential Funding Sources	Priority	Mitigation Alt Category
2020-Muni-001				Problem: Solution:									
2020-Muni-002				Problem: Solution:									
2020-Muni-003				Problem: Solution:									
2020-Muni-004				Problem: Solution:									
2020-Muni-005				Problem: Solution:									

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Action Worksheets

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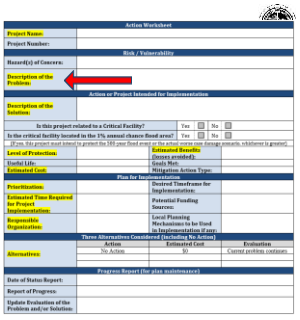
Action Worksheets

- Each jurisdiction must develop at least 2 Action Worksheets
- Should also develop additional Action Worksheets for projects you plan to apply for FEMA funding support for within the next 5 years
- Not every action requires an Action Worksheet to be developed but the same sort of information about those actions are still needed in the Proposed Actions table of the annex
- If jurisdiction has a regulatory floodplain then one worksheet must address flooding
- Critical facilities in the 100-year floodplain – must be protected to the 500-year flood event
- Plan for Climate Change and propose actions to address

36

Action Worksheet

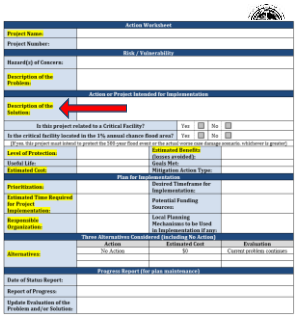
- Description of the Problem
  - What is the problem?
  - What is the risk?
  - Where is the problem occurring?
  - Who is the problem impacting?
  - Have there been past damages?
  - How frequently does the problem occur?



37

Action Worksheet

- Description of the Solution
  - How do you propose to solve or mitigate the problem?
  - What are the design specifications?
    - Height and length of a floodwall
    - kW for backup generators
    - Number of structures to be bought out or elevated
    - Etc.
  - Who is responsible for what aspects of the project?



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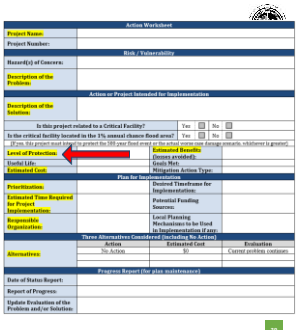
Action Worksheet

- Level of Protection
  - What level event is the project being designed to protect to?
    - For flood protection: 100-year flood, 500-year flood
    - For stormwater improvements: 5 year, 10 year rain events
  - If not a specific level, include brief description of what protections are
    - For generators: Prevents power loss



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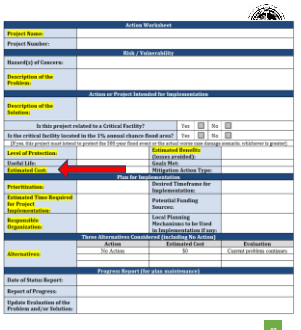
Action Worksheet

- Estimated cost
  - What will the project cost?
  - If project includes phases or components, what will each phase or component cost?
    - New generator: $25K, elevation platform for generator: $1K



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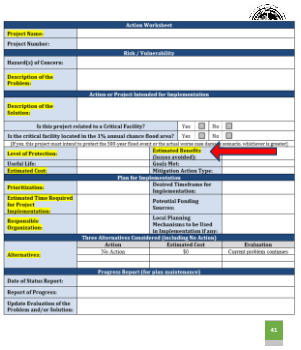
Action Worksheet

- Estimated Benefits
  - Provide a description of the estimated benefits, either quantitative and/or qualitative
  - Identify the benefits that implementation will provide. If dollar amounts are known, include them. If dollar amounts are unknown, describe the losses that will be avoided.



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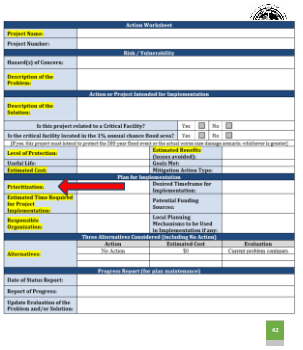
Action Worksheet

- Prioritization
  - High, Medium, or Low
  - Use the second page of Action Worksheet to evaluate each action and assist in the determination of priority (to be discussed shortly)



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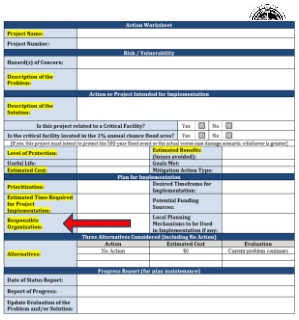
Action Worksheet

- Responsible Organization
  - Identify the lead organization/department/individual for the project
  - Identify any supporting organizations/departments/individuals for the project.



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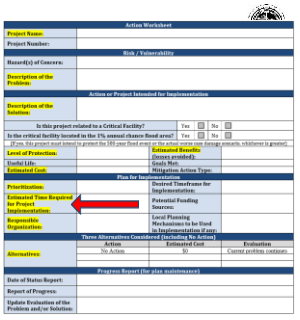
Action Worksheet

- Estimated Time Required for Project Implementation
  - Provide the estimated time required to complete the project from start to finish.



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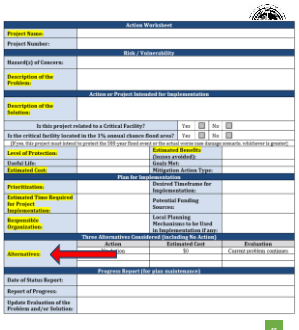
Action Worksheet

- Alternatives
  - Three alternatives are needed for each action worksheet.
    - 1st alternative can be no action
    - 2nd and 3rd alternatives – include estimate cost and a description of the pros/cons of the alternatives



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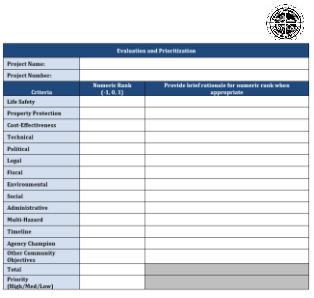
Evaluation of Actions

- Consider the benefits and costs
- Consider the implementation timeline
- Consider the areas/problems of greatest need
- Consider the funding sources
- High/Medium/Low priority

1 = highlight effective or feasible
0 = neutral
-1 = ineffective or not feasible



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Schedule

- Complete Mitigation Development Worksheet and return to Chris Huch at Tetra Tech Planner Before October 19th.
- Work with Tetra Tech Planner to Complete Actions and Annex following meeting
- Draft Plan to Steering Committee by middle of November
- Final draft plan to NYS DHSES and FEMA - December 2022

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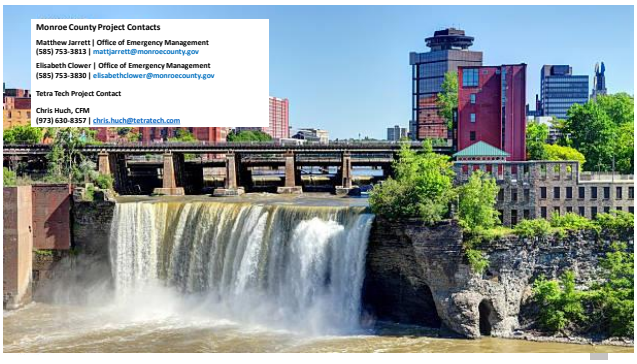
Monroe County Project Contacts
Matthew Jarrett | Office of Emergency Management
(585) 753-3813 | mattjarrett@monroecounty.gov
Elisabeth Clower | Office of Emergency Management
(585) 753-3830 | elisabethclower@monroecounty.gov
Tetra Tech Project Contact
Chris Huch, CFM
(973) 630-8357 | chris.huch@tetratech.com

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Monroe County
Hazard Mitigation Plan Update
Meeting Notes

Purpose of Meeting:	Mitigation Strategy Workshop
Location of Meeting:	Teleconference Zoom Meeting
Date of Meeting:	October 17, 2022 11:00 am – 12:00 pm

Attendees:

See Participation Matrix

Agenda Summary:

Item No.	Description	Action item(s):
1	**Welcome** • The meeting started at 11:00 am. • Matt Jarrett thanked participants for attending the meeting and participating in the planning process. • Mr. Huch welcomed attendees. Mr. Huch described the purpose of the meeting, which was to review the hazard mitigation planning process and develop mitigation strategies. A worksheet was emailed to each municipality to work off of during the meeting. • Paul Hoole from FEMA, and Roland Paperman and Shannon Clarke were present from DHSES.	

2	**Developing Mitigation Strategies**
	• Mr. Huch reviewed the 2023 hazards of concern (Disease Outbreak, drought, Earthquake, Extreme Temperature, Flood, Hazardous Materials, Infestation and Invasive species, landslide, Severe storm, Severe Winter storm, Wildfire) and discussed different methods of risk reduction.
	• Mr. Huch then reviewed the NYS requirements for updating the mitigation strategy as well as FEMA Mitigation Action Types and explained what a mitigation strategy is.
	• Each jurisdiction will need to meet the following requirements:
	  ○ Each jurisdiction must develop at least two Action Worksheets.
	  ○ If the jurisdiction has a regulatory floodplain, one worksheet must address flooding
	  ○ Repetitive and Severe Repetitive Loss Properties need an action with specific details (street or neighborhood names).
	  ○ Critical facilities in the 100-year (1% annual chance) floodplain need to be protected to the 500-year flood event (0.2% annual chance) or worst-case scenario
	  ○ Plan for climate change and propose actions to address
	  ○ Evacuation routes and shelters must be made viable.
	  ○ Temporary and permanent housing locations must be identified.	

	○ Proposed actions must have specific information when discussing the problem and solution and identify information such as: • Project lead • Estimated cost • Timeline • Whether the action involves a critical facility ○ All required items are identified within the proposed action table. Each cell of table MUST be filled out • Mr. Huch explained that mitigation actions must have a clear connection to the risk and capability assessments. • Mr. Huch reviewed the types of mitigation actions that should be considered: ○ Structure and Infrastructure Projects ○ Local Plans and Regulations ○ Natural Systems Protection Projects ○ Education and Awareness Programs • Mr. Huch explained to participants that carryover actions must be updated to be made more specific and more diverse. Mr. Huch provided examples on how to update carryover actions to meet the current standards of the HMP planning process.	
3	**Mitigation Action Development Worksheet** • Mr. Huch explained how participants should fill out the Mitigation Action Development Worksheet. The worksheet is designed to gather as much information as possible from municipal participants so Tetra Tech planners can develop mitigation actions for municipal review and input. The worksheet is to be filled out and returned to Tetra Tech after the municipality completes it. • Municipalities should emphasize quality over quantity. • Mr. Huch reviewed the proposed action table and action worksheet and detailed the information necessary to complete each. Mr. Huch reviewed how municipal representatives should make use of problem statements emailed to them by their Tetra Tech planners, identify additional problem areas, and brainstorm potential mitigation actions.	• Municipalities should return their Mitigation Action Development Worksheet in once week. • Tetra Tech will set up small group meetings with municipalities to identify additional actions and complete their annexes
4	**Comments** • Paul Hoole from FEMA: Grant applications must be submitted by end of January, so FEMA approving HMP is important. Adopt plan before we wait for FEMA approval, getting plan adopted sooner in January is crucial in getting funding, so adopting it sooner will benefit jurisdictions. • Steve Schultz: In terms of streams, many overflow banks and damage is hard to quantify. How do we characterize how we will mitigate it and display that on the worksheet? Difficulty putting a dollar sign to specific mitigation practices. Mr. Huch noted that municipalities can	

	note “we will have a study and do this” or “this is what we are assuming based off of the information we know.” and include several phases. • Mr. Huch emphasizes that DHSHES and FEMA are the HMP reviewers, but they are also partners, and to include them in questions and concerns about projects.	
9	**Conclusion** • **The meeting ended at 12:00pm.**	

MONROE COUNTY HAZARD MITIGATION PLAN UPDATE
STEERING COMMITTEE MEETING – AGENDA
MEETING DATE/TIME: November 22, 2022 – 1:00 pm

Steering Committee Draft Plan Review Meeting

Join Zoom Meeting
https://monroecounty-gov.zoom.us/j/88938098607?pwd=eWxiYTB5c2o5R3FJUkl1VmJmZHpVdz09

Meeting ID: 889 3809 8607
Passcode: 03061146
One tap mobile
*+16469313860,,88938098607#,,,,*03061146# US*
*+16468769923,,88938098607#,,,,*03061146# US (New York)*

- Welcome and Introductions
- Draft Plan Review
  - What's new
  - Section-by-section content overview
  - Review guidelines
  - Finalizing the plan
- Conclusion and Next Steps

Monroe County
Hazard Mitigation Plan Update
Steering Committee Draft Plan Review Meeting| November 22, 2022

TETRA TECH

1

Agenda

- Introduction
- Draft Plan Review
  - What's new
  - Section-by-section content overview
  - Review guidelines
  - Finalizing the plan
- Conclusion and Next Steps

TETRA TECH

2

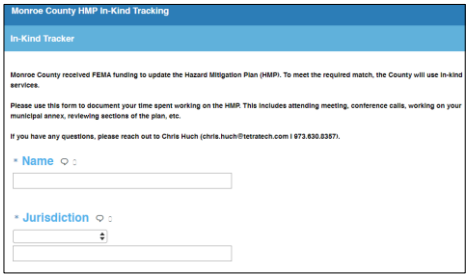
Introduction

- Opening Remarks
  - Monroe County
  - Roll Call

TETRA TECH

3

In-Kind Tracking- FEMA Grant Requirement



TETRA TECH

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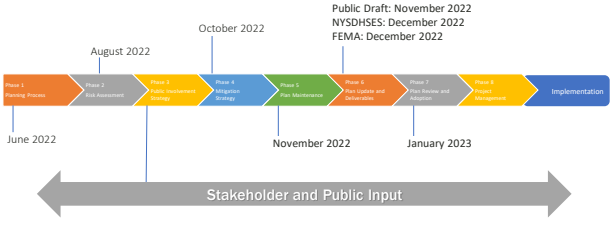
Project Status Update



TETRA TECH

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What's New in the 2023 Update?

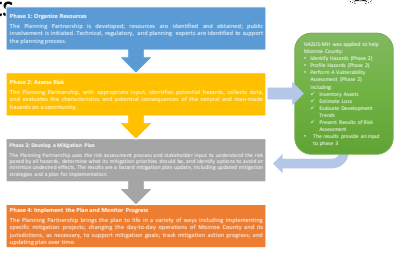
- Critical facilities – updated inventory and included community lifelines
- Hazards of concern – incorporated new hazard (Disease Outbreak), removed non-natural hazards covered in the CEMP (i.e. Civil Unrest), more concise hazard profiles, included recent events
- Climate change impacts and adaptive capacity to reduce vulnerability used in hazard ranking
- Jurisdictional annexes – each municipality and the County have their own 'chapter'
  - Enhanced capability assessment including integration
  - Fewer but more detailed mitigation actions
  - Mitigation action worksheets – at least two for FEMA HMA grant eligible projects

TETRA TECH

6

Section Contents

- **Volume I**
  - **Executive Summary**
  - **Section 1 – Introduction**
    - Mitigation planning overview
    - Participating jurisdictions
    - 2023 updates and summary of changes since last plan
  - **Section 2 – Plan Adoption**
  - **Section 3 – Planning Process**
    - Plan participants (committees, stakeholders, etc.)
    - Activities
    - Ongoing process



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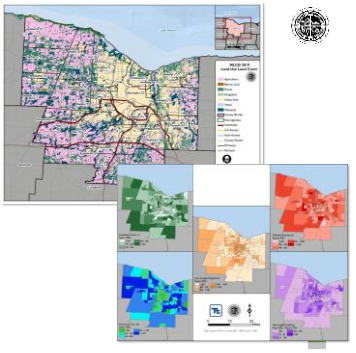
Section Contents

- **Section 4 – County Profile**
  - History & Physical Setting
  - Major Hazard Event History
  - Population and Demographics
  - General Building Stock
  - Land Use and Population Trends
  - Critical Facilities & Lifelines
- **Section 5 – Risk Assessment**
  - Hazards of concern
  - Hazard ranking
  - Hazard profiles



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Section Contents

- **Section 6 – Capability Assessment**
  - Capability Assessment
    - Available plans, programs, & resources
    - Administrative and technical capabilities
    - Fiscal capabilities
    - Plan integration
  - Mitigation Strategies
    - Past accomplishments
    - Goals and Objectives
    - Mitigation strategy development and update
      - Action identification
      - Evaluation and prioritization
      - Benefit/cost review

2023 Goals

1. Coordinate hazard mitigation programs and other planning efforts that affect the County.
2. Prevent hazards from negatively impacting new development.
3. Protect life, property, and the environment from current and future hazard impacts.
4. Increase public awareness of current and future hazards, their impacts, and ways to reduce vulnerability through education and outreach.
5. Protect, preserve, and restore the functions of natural systems.

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Section Contents

- **Section 7 – Plan Maintenance**
  - HMP Coordinator
  - Ongoing Planning Partnership – meet annually to discuss HMP
  - Monitoring
  - Continuous evaluation and progress reports
    - FEMA action worksheets and BATool℠
  - Updating
  - Integrating the HMP with existing and future programs
  - Continued public involvement

BATool BY TETRA TECH℠ PROGRAM

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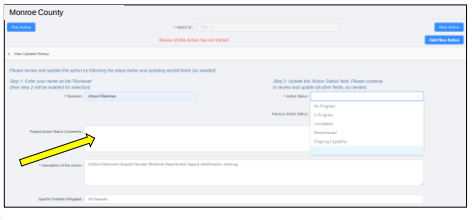
BATool℠

- Online progress reporting for individual mitigation actions – pre-populated by Tetra Tech



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Plan Maintenance Matrix

Task	Approach	Timeline	Responsibility	Support Responsibility
Monitoring	Preparation of status updates and action implementation tracking as part of submission for Annual Progress Report.	Meet annually or upon major update to Master Plan or major disaster declaration	Jurisdictional points of contact identified in Section 8 (Planning Partnership) and Section 9 (Jurisdictional Annexes)	Jurisdictional implementation lead identified in Section 8 (Planning Partnership) and Section 9 (Jurisdictional Annexes)
Integration	In order for integration of mitigation principles action to become an organic part of the ongoing county and municipal activities, the County will incorporate the distribution of the safe growth worksheet for annual review and update by all participating jurisdictions.	April each year with interim email reminders to address integration in county and municipal activities.	HMP Coordinator and jurisdictional points of contact identified in Section 8 (Planning Partnership) and Section 9 (Jurisdictional Annexes)	HMP Coordinator
Evaluation	Review the status of previous actions as submitted by the monitoring task lead and support to assess the effectiveness of the plan; compile and finalize the Annual Progress Report	Finalized progress report completed by October 14 of each year	Steering Committee; Plan Maintenance element	Jurisdictional points of contacts identified in Section 9 (Jurisdictional Annexes)
Update	Reconvene the planning partners, at a minimum, every 5 years to guide a comprehensive update to review and revise the plan.	Every 5 years or upon major update to Master Plan or major disaster	Monroe County HMP Coordinator	Jurisdictional points of contacts identified in Section 9 (Jurisdictional Annexes)

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Section Contents

- Volume II
  - **Section 8 – Planning Partnership**
    - Participating jurisdictions
    - Introduction to jurisdictional annexes
  - **Section 9 – Jurisdictional Annexes**
    - Points of Contact and Who Participated
    - Municipal Profile
    - Capabilities
    - NFIP Participation
    - Risk Assessment
    - Critical Facilities
    - Status of Past Mitigation Actions
    - Current Mitigation Actions

TETRA TECH 13

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Section Contents - Appendices

- **Appendices**
  - Appendix A Adoptions
  - Appendix B Meeting Documentation
  - Appendix C Public and Stakeholder Outreach Documentation
  - Appendix D Participation Matrix
  - Appendix E Action Worksheet Template and Instructions
  - Appendix F Plan Maintenance Tools
  - Appendix G Critical Facility Inventory
  - Appendix H Risk Assessment Supplementary Data
  - Appendix I NYS DHSES Planning Guidance
  - Appendix J Linkage Procedures
  - Appendix K Dam Supplement

TETRA TECH 14

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Review the Draft Plan

- The plan has been uploaded to DropBox
- Input requested
  - Provide additional or specific information
  - Correct errors or omissions
- The entire plan will be posted on the Monroe County HMP website for a 30-day review period on Wednesday, November 23rd
  - You can review sections of the plan during the public review and we will incorporate any revisions into the final deliverable to the State and FEMA
- Public feedback to be incorporated as appropriate prior to submittal to NJOEM/FEMA for their review.
  - We will hold a brief meeting to discuss public comments and how to incorporate if necessary

TETRA TECH 15

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TETRA TECH 16

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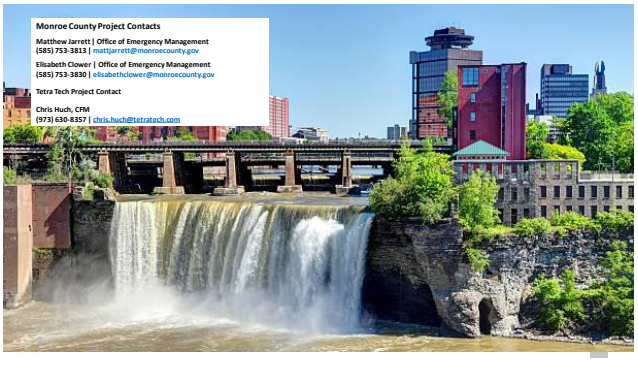

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Monroe County
Hazard Mitigation Plan Update
Meeting Notes

Purpose of Meeting:	Steering Committee Draft Plan Review Meeting
Location of Meeting:	Teleconference Teams Meeting
Date of Meeting:	November 22, 2022 1:00pm – 2:00pm

Attendees:

Timothy Henry, Monroe County Office of Emergency Management
Matthew Jarrett, Monroe County Office of Emergency Management
Elisabeth Clower, Monroe County Office of Emergency Management
Clement Chung, Monroe County Department of Environmental Services, Deputy Director
Andrew Sansone, Monroe County Department of Environmental Services
Rochelle Bell, Monroe County Department of Planning and Development, Senior Associate Planner
Kelly Emerick, Monroe County Soil & Water Conservation District, Executive Director
Scott McCarty, Monroe County DES-GIS Services Division, Operations Manager
Chris Huch, Tetra Tech, Project Manager
Lt. Sam Hillman, Monroe Community College, Public Safety
David Inzana, Hilton Central School District
Sarah Ruekberg, City of Rochester Fire Department
Jamie Renner, City of Rochester Fire Department, Captain
Erin Magee, Irondequoit DPW, Deputy Commissioner

Agenda Summary:

Item No.	Description	Action item(s):
1	**Welcome and Introductions** • Meeting started at 1:00 pm	
2	**In-Kind Tracking** • Attendees were reminded to fill out the in-kind tracking form for work completed outside of meetings	• In-kind tracker will be sent out by Tt via email

3	**Draft Plan Review**
	• Mr. Huch discussed the updates present in the 2023 plan:
	  ○ Critical facilities – updated inventory and included community lifelines
	  ○ Hazards of concern – incorporated new hazard (Disease Outbreak), removed non-natural hazards covered in the CEMP (i.e. Civil Unrest), more concise hazard profiles, included recent events
	  ○ Climate change impacts and adaptive capacity to reduce vulnerability used in hazard ranking
	  ○ Jurisdictional annexes – each municipality and the County have their own 'chapter'
	  ▪ Enhanced capability assessment including integration
	  ▪ Fewer but more detailed mitigation actions
	  ▪ Mitigation action worksheets – at least two for FEMA HMA grant eligible projects
		• Steering Committee members to review plan sections as they are able to and send feedback to Tetra Tech.
		• Tetra Tech to post plan for public review and provide language for publicizing the posting.

- Mr. Huch ran through the sections of the HMP:
  - Section 1 – Introduction
    - Mitigation planning overview
    - Participating jurisdictions
    - 2023 updates and summary of changes since last plan
  - Section 2 – Plan Adoption
  - Section 3 – Planning Process
    - Plan participants (committees, stakeholders, etc.)
    - Activities
    - Ongoing process
  - Section 4 – County Profile
    - History & Physical Setting
    - Major Hazard Event History
    - Population and Demographics
    - General Building Stock
    - Land Use and Population Trends
    - Critical Facilities & Lifelines
  - Section 5 – Risk Assessment
    - Hazards of concern
    - Hazard ranking
    - Hazard profiles
  - Section 6 – Capability Assessment
    - Capability Assessment
      - Available plans, programs, & resources
      - Administrative and technical capabilities
      - Fiscal capabilities
      - Plan integration
    - Mitigation Strategies
      - Past accomplishments
      - Goals and Objectives
      - Mitigation strategy development and update
      - Action identification
      - Evaluation and prioritization
      - Benefit/cost review
  - Section 7 – Plan Maintenance
    - HMP Coordinator
    - Ongoing Planning Partnership – meet annually to discuss HMP
    - Monitoring
    - Continuous evaluation and progress reports
    - FEMA action worksheets and BATool℠
    - Updating
    - Integrating the HMP with existing and future programs
    - Continued public involvement

	○ Section 8 – Planning Partnership ▪ Participating jurisdictions ▪ Introduction to jurisdictional annexes ○ Section 9 – Jurisdictional Annexes ▪ Points of Contact and Who Participated ▪ Municipal Profile ▪ Capabilities ▪ NFIP Participation ▪ Risk Assessment ▪ Critical Facilities ▪ Status of Past Mitigation Actions ▪ Current Mitigation Actions ○ Appendix A Adoptions ○ Appendix B Meeting Documentation ○ Appendix C Public and Stakeholder Outreach Documentation ○ Appendix D Participation Matrix ○ Appendix E Action Worksheet Template and Instructions ○ Appendix F Plan Maintenance Tools ○ Appendix G Critical Facility Inventory ○ Appendix H Risk Assessment Supplementary Data ○ Appendix I NYS DHSES Planning Guidance ○ Appendix J Linkage Procedures ○ Appendix K Dam Supplement • Mr. Huch reminded the Steering Committee that the plan has been uploaded to DropBox. The Committee is requested to provide input by providing additional or specific information and helping correct errors or omissions. • The entire plan will be posted on the Monroe County HMP website for a 30-day review period on Wednesday, November 23rd. The County and municipalities will post on their websites and social media to announce the posting of the plan. • The Steering Committee can review sections of the plan during the public review. Tetra Tech will incorporate any revisions into the final deliverable to the State and FEMA. Public feedback to be incorporated as appropriate prior to submittal to NYSDHSES/FEMA for their review. The Committee will hold a brief meeting as necessary to discuss public comments and how to incorporate if necessary.	
4	**Questions** • Mr. Sansone asked the process for adoption. Mr. Huch explained that municipalities will have a year to adopt but the push will be to do so within the first few months. • Mr. Chung asked if the HMP would be represented at the FEMA FIRM Open House. Mr. Huch explained that there will be information available at the Open House (handout and QR code link to the HMP website).	

	• Mr. Sansone asked what the maintenance procedures are for the HMP. Mr. Huch briefly presented on the BATool which will provide an electronic platform for reporting on progress of actions. Each municipality will have log in information to report on their actions. The County will have access to all municipal data. • Mr. Jarrett asked for an update on NFIP data request to FEMA. Mr. Huch responded that the data request is being processed by FEMA but the timeline for delivery is still unknown. Mr. Huch suggested that the determination of if and how to use the data should be dependent on the date the data is received. Mr. Jarrett agreed with this assessment.	
7	**Conclusion** - The meeting concluded at 1:50 pm	