

**Rockland County, NY – Hazard Mitigation Plan 2024 Update
Steering Committee Kick-Off Meeting | Minutes**



Purpose of Meeting:	Steering Committee Kickoff	
Location of Meeting:	Rockland County Fire Training Center, Pomona, NY	
Date of Meeting:	September 26, 2023 10:00AM – 11:00AM	
Attendees:	<ul style="list-style-type: none"> • Rockland County <ul style="list-style-type: none"> ○ Chris Jenson, Fire and Emergency ○ Allie Manigo, Fire and Emergency ○ Scott Lounsbury, GIS ○ Doug Schuetz, Planning Department ○ Jake Palant, Planning Department ○ Rich Schiafo, Planning Department ○ Alex Obremski, Community Development ○ Mary DiStefano, Office for the Aging ○ Eric Medina, Health Department ○ Jacob King, Planning Department ○ Brianna Rosamilia, Environmental Resources ○ Michael DiMola, Environmental Resources ○ Al Carnevale, Highway Department ○ Vincent Altieri, Drainage Agency ○ Joseph DiCarlo, Probation Department ○ Jacki Scott, Office for People with Disabilities 	<ul style="list-style-type: none"> • Clarkstown (V) <ul style="list-style-type: none"> ○ Daniel Maloney, Police Department/Office of Emergency Management • New York State <ul style="list-style-type: none"> ○ Elizabeth O’Reilly, Division of Homeland Security & Emergency Services (NYS DHSES) • Non-governmental Organizations <ul style="list-style-type: none"> ○ Stephen Papas, United Way of Rockland County • Tetra Tech <ul style="list-style-type: none"> ○ Heather Appgar, Tetra Tech ○ Emma Kilkelly, Tetra Tech

Agenda Summary: The purpose of the meeting was to introduce the Steering Committee and contract consultant, provide an overview of the hazard mitigation planning process, and to begin the information gathering processes and update the hazards of concern.

Item No.	Description	Action item(s):
1	Introductions <ul style="list-style-type: none"> • Each person was asked to share their name and department 	-
2	Hazard Mitigation Overview <ul style="list-style-type: none"> • Mitigation is a sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event • A Hazard Mitigation Plan (HMP) provides an overview of the impacts of natural hazards on communities and is a roadmap to reducing the impact of these hazards. <ul style="list-style-type: none"> ○ Attendees were asked to take a quick poll related to the hazards occurring the most in the County since 2021; majority indicted severe storms and winter storms • For the 2024 update, we will be following the revised April 2023 FEMA guidance for local plans 	-
3	Project Organization <ul style="list-style-type: none"> • To complete the HMP update, we will work with individuals, agencies, neighboring jurisdictions, businesses, and other partners • The project is organized by the following – <ul style="list-style-type: none"> ○ Core Planning Team - made up of Rockland County Fire and Emergency and Tetra Tech. This is a small group that will meet frequently to ensure the project stays on schedule and that we meet all State and FEMA requirements. ○ Steering Committee - responsible for providing guidance and leadership throughout the planning process. They will actively contribute, review and provide feedback on plan sections, update the plans’ goals and 	-



	<p>objectives, finalize the list of hazards of concern, and identify mitigation actions.</p> <ul style="list-style-type: none"> ○ Planning Partnership – represents the participating jurisdictions. They will attend meetings, provide information, identify mitigation actions, and adopt the HMP. ○ Stakeholders - must be engaged throughout the planning process. At a minimum, this group should include neighboring counties, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia, and other private and nonprofit organizations. We will put together a draft list of stakeholders and ask for your input. ○ DHSES - provide the County guidance throughout the HMP update and will review/approve the plan before it is submitted to FEMA. 	
<p>4</p>	<p>Planning Process Overview</p> <ul style="list-style-type: none"> ● Following an eight-phase approach to update the HMP <ol style="list-style-type: none"> 1. Planning Process – ongoing throughout the update 2. Risk Assessment – identifies the risks of each hazard included in the plan <ul style="list-style-type: none"> ▪ Dam Failure ▪ Disease Outbreak ▪ Drought ▪ Extreme Temperature ▪ Flood ▪ Geologic Hazards ▪ Severe Weather ▪ Severe Winter Weather ▪ Wildfire 3. Public Involvement Strategy – ongoing throughout the plan update; we will use the County’s website and StoryMap to help with outreach <ul style="list-style-type: none"> ▪ New FEMA guidance emphasizes outreach to socially vulnerable communities and to include these populations in the Risk Assessment ▪ Steering Committee members suggested the following categories for inclusion in the social vulnerability analysis <ul style="list-style-type: none"> ● Uninsured population ● Families without vehicles ● Renters versus owners ● Increased poverty threshold (30, 50, or 80% of area median income (AMI)) ▪ Steering Committee members suggested the following locations for print materials <ul style="list-style-type: none"> ● Libraries ● Food pantries ● Nonprofit organizations ● Family resource centers ● Doctors’ offices ● Laundromats ● Houses of worship 4. Mitigation Strategy – review/finalize goals/objectives for 2024 HMP; review existing capabilities; review 2018 mitigation strategies and provide status; identify new strategies for the 2024 update 	<p>Tetra Tech</p> <ul style="list-style-type: none"> ● Provide outreach materials ● Send social vulnerability method for review <p>Steering Committee</p> <ul style="list-style-type: none"> ● Provide input on the hazards of concern (link) ● Assist with public outreach using materials provided by Tetra Tech ● Provide input on 2018 mitigation actions



	<ol style="list-style-type: none"> 5. Plan Maintenance – determine the maintenance schedule of the 2024 HMP 6. Plan Update and Deliverables – update all sections of the HMP; provide to DHSES and FEMA for review and approval 7. Plan Adoption – the County and each participating municipality will adopt the plan after the HMP is approved by FEMA 8. Project Management and Coordination – ongoing throughout the update 	
5	<p>Project Schedule</p> <ul style="list-style-type: none"> • Steering Committee Kick-Off – September 26, 2023 • Planning Partnership Kick-Off – October 4, 2023 • Finalize goals, objectives, and hazards of concern – mid-October • Risk Assessment Meeting – November 2023 • Mitigation Strategy Meeting – December 2023 • Plan maintenance – December 2023 • Public Draft – January 2024 • Draft to State for Review – February 2024 • Plan Adoption – February 2024 • Final Draft to FEMA – April 2024 	-
6	<p>Next Steps</p> <ul style="list-style-type: none"> • Steering Committee and Planning Partnership to provide input on problem areas and new development <ul style="list-style-type: none"> ○ Problem areas - https://arcg.is/1Svra01 ○ New Development - https://arcg.is/1f5qaX • Departments to share outreach materials and relevant data sources <ul style="list-style-type: none"> ○ Please send screenshots/links to Tetra Tech so we can document in the plan 	<p>Tetra Tech</p> <ul style="list-style-type: none"> • N/A <p>Steering Committee</p> <ul style="list-style-type: none"> • Provide input on problem areas - https://arcg.is/1Svra01 • Provide input on new development - https://arcg.is/1f5qaX