

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



<b>Purpose of Meeting:</b>	Seneca County Kick-Off Meeting	
<b>Location of Meeting:</b>	Teleconference	
<b>Date of Meeting:</b>	November 2, 2023 @ 10:00AM	
<b>Attendees:</b>	<ul style="list-style-type: none"> <li>• <b>Seneca County Division of Emergency Management</b> <ul style="list-style-type: none"> <li>○ Melissa Taylor, Director</li> <li>○ Toni DiGiovanni, Deputy Director</li> <li>○ Jeff Case, Fire Coordinator</li> <li>○ Kristopher Rodger, Public Safety Systems Administrator</li> </ul> </li> <li>• <b>Seneca County Division of Human Services</b> <ul style="list-style-type: none"> <li>○ Annie Mahoney, Deputy Commissioner</li> <li>○ Michael Whirtley, Deputy Commissioner</li> </ul> </li> <li>• <b>Seneca County Highway Department</b> <ul style="list-style-type: none"> <li>○ Roy Gates, Superintendent of Highways</li> <li>○ Stacey Bennett, Highway Department</li> </ul> </li> <li>• <b>Seneca County Mental Health Services</b> <ul style="list-style-type: none"> <li>○ Margaret Morse, Director</li> </ul> </li> <li>• <b>Seneca County Soil and Water District</b> <ul style="list-style-type: none"> <li>○ Erin Peruzzini, District Technician</li> </ul> </li> <li>• <b>Seneca Falls Police Department</b> <ul style="list-style-type: none"> <li>○ Thomas Cleere, Sergeant</li> </ul> </li> <li>• <b>Cornell Cooperative Extension of Seneca County</b> <ul style="list-style-type: none"> <li>○ Ave Bauder, Executive Director</li> <li>○ Scott King, Public Health Director</li> </ul> </li> <li>• <b>NYS DHSES</b> <ul style="list-style-type: none"> <li>○ Lisa Burkovich, Regional Director</li> <li>○ Beth O'Reilly, Planning Manager</li> <li>○ John Wilkinson, Environmental Specialist</li> </ul> </li> <li>• <b>Tetra Tech</b> <ul style="list-style-type: none"> <li>○ Chris Huch, Project Manager</li> <li>○ Lindsey McCoy, Planner</li> </ul> </li> </ul>	
<b>Agenda Summary:</b>	The purpose of the meeting was to introduce the Steering Committee members and contract consultant, provide an overview of the hazard mitigation planning process, identify the 2024 hazards of concern, discuss potential changes to the plan's goals and objectives, and to begin the information gathering processes.	
Item No.	Description	Action item(s):
1	<b>Introductions</b> <ul style="list-style-type: none"> <li>• Chris Huch, Tetra Tech, introduced the planning process.</li> <li>• Melissa Taylor, Seneca County Emergency Management, thanked the team for attending and participating.</li> <li>• Lisa Burkovich, NYS DHSES, commended Seneca County on their work toward accreditation and plan updates.</li> </ul>	-
2	<b>Hazard Mitigation Overview</b> <ul style="list-style-type: none"> <li>• Mitigation describes actions taken to help reduce or eliminate the long-term risks/damages cause by hazards.</li> </ul>	-



	<ul style="list-style-type: none"> <li>• Having an HMP permits eligibility for FEMA pre- and post-disaster grant funding and are required to be updated every five years to maintain eligibility for these funds.</li> <li>• Must meet FEMA’s new 2023 guidelines, which include an increase in participation, discussions on climate change, outreach to socially vulnerable populations, increased documentation needs, and to show how existing capabilities are integrated into the plan.</li> <li>• Numerous staff from each municipality are encouraged to participate and provide input.</li> <li>• All jurisdictions are required to have at least one mitigation action per hazard identified.</li> <li>• Steering Committee has the role of initial identification of socially vulnerable populations within the County, including but not limited to the very young, the very old, and those who do not speak English as their first language. The Committee also identified the following groups: <ul style="list-style-type: none"> <li>○ Amish and Mennonite Communities</li> <li>○ Seniors (65+) living independently, especially in southern rural portions of the county with no access to public transportation and do not engage with technological outreach methods.</li> <li>○ Homeless population, including those with mental illness in need of psychotropic and/or addiction medications.</li> </ul> </li> </ul>	
3	<b>Project Organization</b> <ul style="list-style-type: none"> <li>• Made up of the Core Planning Team, Steering Committee, Planning Partnership, Stakeholders, NYSDHSES, and FEMA. <ul style="list-style-type: none"> <li>○ Planning Partnership includes representatives from all municipalities.</li> <li>○ Steering Committee is welcome to attend Planning Partnership meetings.</li> <li>○ NYSDHSES has some plan requirements that exceed FEMA requirements.</li> </ul> </li> <li>• Steering Committee members guide the Planning Partnership through the HMP update process, oversee the planning process from start to finish, and actively contribute, review and provide feedback, identify mitigation actions, act as points of contact for planning partners and stakeholders, etc.</li> </ul>	-
4	<b>Planning Process Overview</b> <ul style="list-style-type: none"> <li>• Tetra Tech utilizes an 8-step planning process, which is being kicked off today.</li> <li>• HMP will be considered effective as of first adoption submitted to and approved by FEMA.</li> <li>• The risk assessment provides a basis for policy and helps to identify what is most important to address to increase resiliency. <ul style="list-style-type: none"> <li>○ Hazards of Concern will remain the same for this plan update, with the elimination of manmade/technological hazards as addressed below.</li> <li>○ Harmful Algal Blooms are a concern within Seneca County, but actions are currently being taken to address the issue within the County’s waterways.</li> <li>○ There is the option to include an appendix for hazards that may not require an entire annex to address, but still require a level of planning effort.</li> </ul> </li> <li>• Manmade or technological hazards listed in the previous plan have been excluded from Hazards of Concern due to FEMA’s emphasis on planning for natural hazards and eligibility to receive mitigation grant funding.</li> </ul>	<b>Tetra Tech</b> <ul style="list-style-type: none"> <li>• Send Steering Committee proposed goals and objectives.</li> </ul>

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



	<ul style="list-style-type: none"> <li>• Critical Facilities provide essential services to the community, especially before, during, and after a disaster.</li> <li>• Community Lifelines provide services that allow continuity of operations of critical business and government functions, and crucial to health and safety of residents.</li> <li>• The Capability Assessment includes a review of plans in place to guide development, codes to guide building regulations, programs for maintenance activities, and staff to carry out policies are procedures Countywide. This process will be done with each individual municipality.</li> <li>• The Mitigation Strategy includes goals, actions, and an action plan that guides prioritization and implementation of mitigation actions.</li> <li>• Proposed goals and objectives for the 2024 update will be sent to the Steering Committee for review and approval.</li> <li>• Emphasis being placed on High Hazard Potential Dams in this planning update due to available grant funding that requires an analysis of County vulnerability to their failure.</li> <li>• Repetitive Loss (RL) and Severe Repetitive Loss (SRL) Properties are required to be addressed within the plan, typically by encouraging the acquisition and elevation of vulnerable properties. <ul style="list-style-type: none"> <li>○ Tetra Tech will obtain data regarding County floodplain management needs.</li> <li>○ 5 RL properties were identified in the 2018 HMP.</li> </ul> </li> <li>• Community Rating System (CRS) allows for discounted flood insurance rates for residents as a result of increased floodplain management activities. <ul style="list-style-type: none"> <li>○ No municipalities currently participate but could conduct outreach to encourage participation in the program.</li> </ul> </li> <li>• Public outreach will occur continually throughout the planning process through social media posts, surveys, County and municipal websites, and the StoryMap.</li> </ul>	
5	<b>Project Schedule</b> <ul style="list-style-type: none"> <li>• Kick-Off Meeting – TODAY!</li> <li>• Goals and Finalize Hazards – Late Fall 2023</li> <li>• Risk Assessment – Late Fall 2023</li> <li>• Identify Actions – Winter 2023-2024</li> <li>• Finalize the Plan – Late Winter 2023</li> <li>• Draft Plan Completed – Early Spring 2024</li> <li>• Draft Plan Submitted to NYSDHSES – Early Spring 2024</li> <li>• Draft Plan Submitted to FEMA – Early Spring 2024</li> </ul>	-
6	<b>Questions/Next Steps/Discussion</b> -	-
7	<b>Conclusion</b> <ul style="list-style-type: none"> <li>• The meeting adjourned at 10:57 am.</li> </ul>	-