



Cayuga County Multi-Jurisdictional
All Hazard Mitigation Plan Update
Working Group
Minutes of Meeting



Purpose of Meeting:	Steering Committee
Location of Meeting:	Conference call
Date of Meeting:	January 2, 2013

Attendees:	Kevin Carpenter-American Red Cross Jeff Dygert-City of Auburn Fire Chief Doug Kierst-CCSWCD Scott Shaft-Cayuga County Com. College Jim Stowell-Cayuga County Under Sheriff Cynthia Bianco – Tetra Tech Mark Snyder-Cayuga Onondaga BOCES Doug Ververs-Cayuga County HWY Dept.
Bruce Natale-Cayuga County (CC) Planning/HazMit	
Brian Dahl-CC Director of Emergency Management	
Michele Wunderlich-CC –Senior Planner	
Eileen O’Conner-Cayuga County Health Department	
Bill Lupien-Auburn Engineering Dept.	
Pat Steger-Cayuga County HWY Supr. Assoc.	

Agenda Summary: To discuss the planning status, municipal participation, profile comments, and draft maintenance procedure.

Item No.	Description	Action By:
1.	Status Overview The overall planning process is still on schedule, however 15 of the 33 communities have not submitted letters of intent and 10 of those that have submitted letters of intent have not submitted any post-KO meeting homework.	
2.	Review of Draft Risk Assessments Draft Flood, Severe Storm, Severe Winter Storm, Ground Failure and Transportation Profiles were posted on the secure shared site for committee review and comment in mid-November. Comments have been received from Michele Wunderlich and Bill Lupien. Michele has forwarded all profiles with the exception of transportation to the committee by email also.	Steering Committee Review
3.	Critical Facility Inventory Tetra Tech has incorporated location and attribute information provided by the County into a summary Word document for final review and approval by the steering committee. Once this is approved Tetra Tech can proceed with the vulnerability analysis. Bill Lupien suggested using tax assessment data in cases where replacement values are not available.	SC approval or comments by Friday 1/4/13
4.	Critical Facility Inventory The inventory document was reviewed in light of the additions made since the last meeting. Corrections as noted will be made by Tetra Tech. All committee comments are due to Tetra Tech by November 2 nd after which the inventory will be deemed complete and will be used as input for the vulnerability analysis.	Working Group Tetra Tech



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4.	Municipal Outreach The committee is continuing outreach to municipalities that have not submitted letters of intent by sending letters to the municipalities that have not responded as well as contacting the legislators to ask them to reach out to these communities to urge them to participate to be covered by a FEMA-approved HMP and become eligible for post-Sandy HMGP grant funding.	Bruce Natale to send letters. Tt to send NYS Sandy disaster funding amount to Bruce. Tt to contact municipalities as instructed by County
5.	Next Meeting January 23, 2013, , 10 am – 10 am	